

**WOODLEY
RECREATION
ASSOCIATION**

SWIM AND DIVE

**2016
HANDBOOK**

WOODLEY WARRIORS SWIM & DIVE 2016 SUMMER SEASON

Welcome to the 2016 Swim & Dive season for the Woodley Warriors! This is going to be a year filled with new faces, loud cheers, fast swimmers, and, most importantly, fun.

Our goals are simple:

- To become the best swimmers that we can be
- To demonstrate good sportsmanship and team spirit
- To reconnect with old friends and make new friends
- To have fun!

We are very pleased to announce that James Sturges will return as head coach for the Woodley swim team and Josh Sims will be the assistant coach for the 2016 season.

Our head swim coach, **James Sturges**, was previously a co-head coach during the 2015 swim year and an assistant coach for Woodley for two seasons before that. James just finished his sophomore year at the University of Southern California (USC) in Los Angeles and is pursuing a degree in environment studies with a minor in marine biology. James started swimming with Woodley at age 8 and swam year round with York, Victory Lane and Falls Church High School. James is also a record holder at both Woodley and Falls Church High School. James is a former lifeguard, a private swim coach for the community and the loudest cheerleader at all A and B meets.

Josh Sims will be our assistant swim coach. Josh has been a winter swim coach for the past four years. He has helped out the summer swim team for two seasons. Josh is a junior at Falls Church High School. Josh has participated in Falls Church cross country, swim and dive, and track for the past three years. Josh started swimming at Woodley in 2003 and has been swimming year round with York Swim Club since 2005. He also has lifeguarded for Woodley pool for the last three years, and will be head lifeguard this summer. The Woodley Dive team welcomes back our head coach Emily Sturges and assistant coach Anna Flach for the 2016 season.

Our head dive coach, **Emily Sturges** graduated last year from VCU in Richmond with a Bachelor of Fine Arts degree and is now an art teacher in Prince George's County, Maryland. This is Emily's 6th year as head coach for the dive team and 8th year on the Woodley coaching staff. Emily was also a member of both the Woodley Swim & Dive teams from 2003 – 2011. She participated in Diving Divisionals and All Stars for many of those years. She has experience in teaching basic diving skills to young divers as well as teaching more advanced skills to more experienced divers. With the experience, knowledge and dedication she brings to our program, we are once again grateful to her for choosing to come back to coach our team.

Anna Flach will again be our Assistant dive coach for the 2016 season. She just completed her first year at Virginia Tech. She was a member of the O'Connell Swim and Dive team for 2 years and was a

member of the Woodley swim and dive teams from age 5 until her senior year of high school. During these years she was able to participate in several Dive Divisional meets. Anna brings a wealth of experience and knowledge about swim and dive techniques and we are thrilled to see her back as a member of the Woodley coaching staff.

Woodley is proud of its tradition of offering swimmers and divers a fun and rewarding experience. Sportsmanship is the most important lesson our swimmers and divers learn, in addition to developing swimming and diving abilities that will stay with our young people throughout their lives. *Coaches, officials, and parents are expected to set a high standard of sportsmanship for our competitors.*

Swimmers and divers can look forward to a fun and exciting season at Woodley. If you encounter any difficulties or have questions during the course of the season, please feel free to call the team representatives:

Holly Maginniss
Swim Team Co-Representative
hmaginniss@gmail.com
(C) 571-527-7946
(H) 703-534-1064

Joanne Maldonado Velasquez
Swim Team Co-Representative
Joannemaldonado23@gmail.com
(C) 703-795-5311

Leddyanne Dell
Dive Team Co-Representative
ng520ine@gmail.com
(C) 703-906-1328

Lesya Yeatman
Dive Team Co-Representative
lesyalian@hotmail.com
(H) 703-645-0222

Woodley Pool and the Swim & Dive team website is: <http://www.woodleypool.org>.

The team representatives are not always at the pool during practice, but are available to answer any questions. The coaches will also answer questions, **BUT PLEASE WAIT TO SPEAK TO THEM AFTER ALL DAILY PRACTICES ARE OVER TO GIVE ALL SWIMMERS AND DIVERS THE FULL BENEFIT OF THE COACHES' ATTENTION.**

Expectations

Although swimming is considered an individual sport, our summer league is structured with an emphasis on the team. Any team is only as good as the people on it. Our expectations are simple:

1. **Swimmers and divers must have a paid Woodley Pool membership.** This is a Northern Virginia Swim League (NVSL) rule and may not be disputed.
2. **Swimmers and divers must have a paid Woodley Team registration and a completed emergency form.**
3. **A swimmer must be able to swim a length of the pool to join the team.** It doesn't have to be fast, just safe. We will help swimmers improve. If your child is under five years old, he/she must be assessed by the coaches before joining the team.
4. **Please let us know at least three days in advance if your child will be unavailable for a Saturday "A" swim meet.** These meets are planned in advance and last minute substitutions must adhere to many rules and, therefore, are not always allowed. This is extremely important in regards to the relay teams. Relay teams require four swimmers – if any of these four are missing, there is no guarantee that a substitution can be made and the remaining three swimmers may have to forfeit the race.
5. **Please attend practices every day.** Just like any other sport or even homework, attending practice every day will help swimmers improve. Coaches work daily on different skills for each of the four strokes. Learning how to swim freestyle, backstroke, breaststroke, and butterfly legally takes a combination of instruction, practice, hard work, and ability. The same reasoning applies to the dive practices.
6. **Listen and pay attention to the coaches.** Please remind your children to listen and pay attention to the coaches. The coaches are there to help them improve and be safe in the process. Distractions only hinder this process.
7. **Respect the coaches, officials, volunteers, swimmers, and divers.**
8. **At all swim and dive meets, swimmers and divers should remain in the designated team areas.** It can be very disheartening for a team athlete to have a good race or dive and realize that none of their teammates were watching to cheer them on. Likewise, coaches are expected to watch the participating swimmers and divers as well as preparing the next group. Locating missing swimmers and divers can be stressful to coaches and teammates especially at relay time. Events are not delayed for a team to locate a competitor.

Code of Conduct at Morning Practices

Swimmers or divers 12 and under must be supervised by a responsible person during swim or dive practice. Swimmers or divers may not be dropped off at the pool and left unsupervised outside of their scheduled practice. If you plan on having your child at the pool in the morning time before the pool opens to all members, you must indicate who will be supervising them while they wait for the pool to open. It is a privilege to swimmers and divers to be at the pool before the pool opens to all members. During morning practice the pool facility is limited to what we can use. If you are not in practice we ask that you do a quiet activity at your table and wait patiently for the pool to open to all members.

Communication

A file folder will be created for each swim and dive family in a file box located at the front desk. Information about upcoming meets (including times of meets and directions to away meet pools), social events, and ribbons earned, etc. will be placed in your folder. Please remember to check the folder at each practice. All notes for the Team Representatives or Coaches should be placed in the appropriate folder as well but please all feel free to email the reps or coaches directly.

As FYI - you can find your swimmer's "A" meet event times, meet results, divisional and league standings at the NVSL website - <http://mynvsl.com>. Woodley pool, swim and dive teams also have a website at - <http://www.woodleypool.org>.

Meet and Practice Attendance

Our summer swim season is nine weeks long from the first practice through Divisionals. Attendance by every swimmer at every possible practice is essential. We realize that there are numerous end-of-school year activities, spring sports are still ongoing, and summer camps happen, but it is important that you attend every possible practice session.

For each Saturday "A" meet, we have to finalize the list of who is swimming in each event by Wednesday night so we can pass the information on to the opposing team on Thursday evening. After this occurs, we can only replace missing swimmers with a swimmer who has recorded a slower time in the event where the seeded swimmer is missing. We cannot swap swimmers among events to optimize our swim selections.

If your swimmer is not going to be available for any Saturday meet, please communicate this to the Team Representatives and Coaches in writing no later than the Wednesday before that meeting. Also, let us know in writing if you will not be able to attend the Todd Potts Individual Medley Invitational (June 29th) or the Division Relay Carnival (July 20th) by the Saturday prior to these events.

Swimmers select their Monday Night "B" Meet events and fill out time cards at practice on Mondays. Therefore, if you cannot attend practice on Monday and want to swim Monday night, it is **important** that you communicate with the Team Representative and Coaches in writing

Practice Schedules

The Swim and Dive Team practice schedule is as follows (may change depending upon the number of swimmers and divers who register in particular age groups):

SWIM TEAM – ALL PRACTICES ARE MONDAY THROUGH FRIDAY

TUESDAY, MAY 31 – THURSDAY, JUNE 23*

4:30PM – 5:00PM	13 & Overs
5:00PM – 5:30PM	8 & Unders
5:30PM – 6:00PM	9 & 10s
6:00PM – 6:30PM	11 & 12s

*This should be last day of school for Fairfax County. Also, please note that Woodley's First A meet for swim team is on Saturday, June 25th

BEGINNING FRIDAY, JUNE 24**

7:15AM – 8:30AM	13 & Over
8:30AM – 9:30AM	11 & 12s
9:30AM – 10:15AM	9 & 10s
10:15AM – 10:45AM	8 & Unders

**Please note that Woodley's First B meet for swim team in on Monday, June 27th.

Evening practice will be made available for swimmers who cannot attend morning practices due to transportation problems or parents' work. We do ask that swimmers only attend evening practices if they cannot attend morning practices at all! **We have asked the coaches to have practices on TUESDAY, WEDNESDAY, THURSDAY and FRIDAY. Practice time is currently 6:30PM to 7:30PM** but may change as the season starts. *Please notify the coaches if your swimmer needs an evening practice as space is limited (unlike the morning practices, all lap lanes are not available).*

It should also be noted that due to many scheduling conflicts such as the Todd Potts Meet (June 29th) and the Divisional Relay Carnival (July 13th), these evening practices may be canceled.

Please inform the coaches if you will be absent from practice. It is very important that the coaches and the swim representatives be advised **NO LATER THAN WEDNESDAY** if your child will not be available to swim in that week's Saturday "A" Meet (except for last minute emergencies and illnesses). Please place a note in the coach's and swim representative's folders to advise of absences.

DIVE TEAM – ALL PRACTICES ARE MONDAY THROUGH FRIDAY

TUESDAY, MAY 31 – THURSDAY, JUNE 23

5:00PM – 7:00 PM All Ages
(rotating schedule that will allow each diver to practice for 45 minutes before released by his/her coaches)

*This should be last day of school for Fairfax County.

BEGINNING FRIDAY, JUNE 24

7:30AM – 8:30AM 11 & 12s
8:30AM – 9:30AM 10 & Unders
9:30AM – 10:45AM 13 & Over

Parent Conduct at Practice

Swim and dive practices are much like school, a matter between the coaches and the swimmers/divers. If you desire to observe the practices, please observe from a distance. Let the coaching staff do their jobs and do not interject yourself into the practice unless requested by a coach or there is a health and safety matter.

If you have a question or a concern about something that occurs at practice, *either bring it to the attention of the Team Representatives* or wait until after practice to discuss it with the coach.

Parent Conduct at Meets

Parents officiating at meets must wear white shirts and navy blue shorts.

Parents should not be in the designated team areas during a swim or dive meet.

Parents should respect the coaches, officials, volunteers, swimmers, and divers. Parents cannot interfere with coaches or officials when they are performing their duties. If there is a question or a concern about something that occurs during a meet, please bring it to the attention of the Team Representative. Only the team representative may consult the referee, but not while an event is in progress.

Be courteous. The referee at either a swim or a dive meet can delay the meet if there is an inappropriate level of noise. At a swim meet, the critical quiet time is at the start of a race in order to give all swimmers and timers a fair chance at hearing the starter and the horn. At a dive meet, it is requested that everyone present be quiet. Divers and judges need to be able to hear the announced dive, concentrate, and prepare themselves. It is not easy for a child to focus on the safe execution of a dive if there is a sudden amount of background noise.

Safety

Safety is of paramount importance. Observe all pool safety rules at both our pool and every other pool. The diving end of our pool is 3 feet deep and at other pools, typically 3 to 4 feet deep.

It is very important to note that the **baby pool is closed during the morning practices.** The NVSL Liability and Medical Insurance (see below) covers registered swimmers and divers only at practices and meets.

Swimmers who ride a bicycle to practice are required to wear a bike helmet.

Insurance

Since our pool insurance specifically excludes the practice for and conduct of athletic competition, the Swim and Dive Teams carry Liability and Medical Insurance through NVSL, which covers practices and meets. **Swimmers and divers practicing with the team must be registered as a team member in order to be covered by this insurance.** This insurance covers only what your personal medical insurance does not cover. It does not cover transportation to and from practices or meets and has other exclusions and limitations. If you have any questions or a potential claim, see the Team Representative.

Swimsuits and Accessories

Swim team suits will be available at the registration meeting on May 22nd from 4:30-6:30pm or you can go to Sports Fair, 5010 Lee Highway, Arlington, Virginia, 703-524-9500. Sports Fair maintains an inventory of Woodley's selected team suit. Team suits are not mandatory for swim meets.

Every swimmer and diver needs a towel. Swimmers and divers should also have an adequate supply of sunscreen. Swimmers should wear goggles and a swim cap. *Please note that swimmers shall not be permitted to compete in swim caps, which include the name or insignia of any other team other than their NVSL team.* Everyone should have a water bottle, Gatorade, or other healthy drink. Light, healthy snacks are recommended for meets.

Monday Night "B" Swim Meets

Monday Night "B" meets are for every swimmer on the team. Swimmers are strongly encouraged to participate in order to receive a swim time for events. The Monday Night "B" meet results are used to plan the Saturday "A" meets. Swimmers can "bump" other swimmers from a Saturday event by recording a faster time on the Monday prior to the Saturday "A" meet. This ensures that as swimmers improve and their abilities change, the team is well represented on Saturday. There are no relay events.

Every swimmer can enter **two events** in a Monday Night "B" Meet except as detailed below:

1. A swimmer who takes first, second, or third place in a Saturday "A" meet can only enter the following:
 - a. Any other event in which the swimmer did not place first, second, or third
 - b. The Individual Medley
 - c. A swimmer achieving a first place finish due to a "fluke" situation will be treated as finishing as if the fluke situation had not occurred.
2. Swimmers cannot enter more than two individual events unless the third event is the individual medley.

Coaches will recommend events for swimmers to choose for a Monday Night “B” meet. Kickboard races may be available dependent upon an agreement between the two participating teams. Their availability at each meet will not be known until the Sunday prior to that meet. If a child can swim a 25M freestyle, they are ineligible to participate in a kickboard race even if it is available.

Any questions regarding a Monday Night “B” meet can be directed to the swim representatives or coaches.

Saturday Morning “A” Swim Meets

Saturday morning “A” meets are preplanned by the coaches and swim representatives much like a soccer coach would preplan a starting lineup. The swimmers’ posted times from time trials, “B” meets, and previous “A” meets are analyzed and compared to those of the opposing team. An attempt is made to place swimmers in the event or events that we think will provide the most success for the team. As a result, not everyone swims every “A” meet, swims their favorite stroke, or in their own age group. There are rules and regulations that must be followed when assigning swimmers to events, putting them in older age groups (swimming up), and substituting swimmers for events.

The coaches and swim representatives must have the finalized list of who is swimming in each event by Wednesday night so we can pass the information on to the opposing team on Thursday evening. Swimmers will be notified of their Saturday events at practice. *Parents, please ask your swimmer(s) if and what they are swimming. If they don’t know, find out before Saturday morning.* A list will be placed on the Woodley Pool bulletin board but please ask the coaches or swim representatives for verification.

There are no IM events at an “A” meet.

Woodley Swim Team is in Division 14 and Woodley Dive Team is in Division 6

Each year, the NVSL analyzes and reorganizes over 100 swim teams into divisions dependent upon a number of factors such as their previous season record, team size, swimmer statistics, etc. There are 17 Divisions in the NVSL. At the annual NVSL seeding meeting in February, the division placement is revealed. Woodley is in Division 14 and will swim against Kings Ridge (KR), Lake Braddock (LB), Little Hunting Park (LHP), Old Keene Mill (OKM), and Rolling Valley (RV). We will swim against each of these teams in a Saturday “A” meet – two of which will be home meets. The Relay Carnival will be held on July 13th at Kings Ridge and Divisionals will be held on July 30th at Little Hunting Park.

NVSL has 8 divisions for dive. The Woodley Dive team is in Division 6 and will dive against Camelot (CCC), Hamlet (HSC), Hunt Valley (HV), Ravensworth Farm (R), and Rolling Hills (RH). The dive team will host 2 meets this year. The Cracker Jack will be held on July 24th at Springfield. Divisionals will be held July 31st at Hamlet.

B League Teams Stay the Same

The Monday night “B” meets are scheduled separately (and are not NVSL sanctioned) within a small group of swim teams, known as the B League.

These teams do not have to be within the same division. As tradition precedes us, Woodley will once again join Burke Station, Camelot, Holmes Run, Lake Braddock, and Parliament in this B League. A schedule has been created and we will swim against each of these teams in a Monday night “B” meet – *two of which will be at home.*

New NVSL Rules – Voted and Approved in March 2013

Swimmer Eligibility and Birthday Rule Will Continue for 2013: The eligibility of a swimmer to compete in a particular age group shall be determined by his or her age by JUNE 1st.

Ribbons

Ribbons are awarded at all meets. In Saturday morning “A” meets, ribbons are awarded for first through sixth place finishes. In Monday Night “B” Meets, ribbons are awarded by heat for ages 12 and under and by event, for ages 13-18. In Divisionals, plaques are awarded to the first through sixth place finishes, and ribbons for all other places.

NVSL Standards of Conduct

The following Standards of Conduct shall guide swimming and diving within the Northern Virginia Swimming League (NVSL). They promote respect, fairness, civility, honesty, responsibility, and appropriate behavior. These Standards foster a positive environment at all swim and dive meets; establish an atmosphere of respect for all participants, officials, and spectators; produce positive learning outcomes for all; build participant and team spirit; and enhance the sports of swimming and diving.

All Athletes, Coaches, Team Representatives, Officials, Parents/Spectators, and NVSL Leadership shall:

- Abide by the established rules of the NVSL.
- Respect all officials at all times, and address them in a courteous manner.
- Avoid using inappropriate language, profanity, humiliating or intimidating remarks or behavior, verbal or physical assault toward any athlete, coach, official, or spectator.
- Follow applicable management, pool, and facility rules, respecting others’ property at all times.
- Display respect, courtesy, and good manners toward athletes, coaches, Team Representatives, and spectators. Team Representatives shall assist officials in maintaining control of spectators during meets.
- Demonstrate humility in victory and courtesy in defeat.

Head Coaches shall:

- Ensure athletes and assistant coaches demonstrate maturity and good sportsmanship toward other athletes, officials, coaches, and spectators at all times.
- Lead by example to instill a love for the sport, advance aquatic skills, teamwork and good sportsmanship in their team.

Spectators shall:

- Maintain an appropriate distance from the competition area by remaining in established viewing areas and shall not encroach the pool deck or interfere with any officials.
- Not engage in loud, intimidating, disrespectful, or negative behavior toward officials, athletes, other spectators, support personnel, or pool staff (including lifeguards).

Swim and Dive Team Terminology

All Star Relays - an all league meet attended by the relay teams which establish the 18 best performances league-wide at the divisional relay carnivals

Announcer - the person with the microphone who speaks clearly and communicates information with personality

Chief Timer - the multi-tasking person in charge of the timers, who reminds timers of the rules, collects the time cards and ensures that all swim times are accurate, and runs two extra stopwatches

Clerk of Course - the calm, organized person that orders swimmers by age and event

Concessions - food and drinks for sale

Concession Workers - the gourmet grillers, servers, and sales people of food and drinks

Dive Judge - the calm, unbiased person who scores the dive

Divisional Relays - a meet that always gets rained on but must go on as the results determine the all star relay entries; the meet containing all relay events and attended by all pools within the division

Divisionals – Dive - a meet attended by the top scorers within the division; all pools within the division participate

Divisionals – Swim - the meet in which the top two in each event from each pool within the division compete (specific rules apply such as a swimmer cannot swim more than two events)

DQ - a disqualification is when a swimmer does not swim a legal stroke

Dryland - Dryland training is any exercise performed outside of the pool to improve swimming skills. Some exercises include working the core, plyometrics, flexibility exercises and also games that involve running/jumping, etc.

Folder in the Box - the manila folders in the file box at the front desk that is used for all swim/dive communications

IM - an individual medley is a 100m race in which the competitor swims one lap of each stroke in the order of butterfly, backstroke, breaststroke, and freestyle

Individual All Stars – Dive - the final dive meet of the season attended by the top scorers within the league

Individual All Stars – Swim - the final swim meet of the season attended by the fastest 18 swimmers league-wide in each event using times posted at Divisionals

Marshal - the “policeman” at a meet. Should be on deck during warm-ups.

Mini Meet - an invitational meet for swimmers from several pools ages 10 and under

Mixed Age Relay - a race in which four competitors swim an equal distance; competitors must swim in the order of 11-12 swimmer, 10 and under swimmer, 13-14 swimmer, and 15-18 swimmer

Referee – Swim - the person in charge of the meet, who runs the meets, who approves/disapproves all judging calls, and ensures the rules and regulations are followed

Referee – Dive - the person in charge of the meet, who runs the meets, and ensures the rules and regulations are followed

Relay - a race in which four competitors swim an equal distance

Scratch - to withdraw a competitor from an event

Set Up - prior to a meet, moving all tables, chairs, umbrellas, and tents to the needed locations, hanging up the backstroke flags, placing the lane lines in the pool, placing the blocks for the filters in the pool, readying concessions for sales

Stroke and Turn Judge - the unbiased person who studies the swimmer and determines if the stroke is being executed legally or not and if necessary, disqualifies that swimmer

Swim Team Representatives - the frazzled individuals that attempt to organize and lead the summer swim team, communicate with the team members, plan the meet sheets, print the time cards, meet with the other pools on a weekly or more basis, pray for no scratches, fill meet positions, work with the coaches, order swim caps, ribbons, t-shirts, receive and listen to feedback, and depend heavily on the support and participation of every individual swimmer and family

Swimming Up - swimming in an age group older than one’s own

Table Workers – Swim - the individuals who sort the time cards, score the results, enter the results into the computer, and manage the award ribbons

Table Workers – Dive - the individuals who practice their math skills by computing the official score of each dive based upon the judges’ scores and the degree of difficulty as well as determine the order of results and manage award ribbons

Take Down - after a meet, moving all tables, chairs, umbrellas, and tents to their original positions, removing and storing the backstroke flags, removing and storing the lane lines, removing and storing the blocks, putting away leftover food and drinks, and cleaning up the concessions area

Time Trials - a practice meet held on a Saturday morning prior to all other meets in which swimmers race as many events (strokes) as they can legally swim in order to obtain a baseline time at the start of the season; these times will be used to determine the first Saturday “A” meet entries

Timers - the three persons in each lane with the stopwatches that start their watches when the strobe light on the starter system flashes and end their watches when the swimmer touches the wall; all three times are then recorded

Todd Potts IM Carnival - an invitational swim meet in which all interested swimmers that can swim each of the four strokes in a legal IM participate.