



**WOODLEY
RECREATION
ASSOCIATION**

**SWIM AND DIVE
2017
HANDBOOK**

2017 SUMMER SEASON WOODLEY WARRIORS SWIM & DIVE

Welcome to the 2017 Summer Season of the Woodley Warriors Swim & Dive Teams! We hope that you had a wonderful Fall and Winter and are ready for some summer fun, amazing competition and abundant spirit for our community teams. We couldn't be more excited to see returning swimmers and divers. 2017 is going to be the best swim year yet!

Our Woodley Warrior goals are simple:

- To become the best swimmer(s) 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 extremely pleased to inform you that we have a new and returning Woodley Warriors Swim and Dive Team Coaches for the 2017 Summer Season.

The Woodley Warriors are excited to introduce our new head coach for the 2017 season. **Sam Cashin** spent his summers swimming breaststroke and butterfly for the Poplar Heights Recreational Association Swim Team. Sam served as a Junior Coach for Poplar Heights from 2008-2010. He went on to serve as Assistant Coach from 2011-2013 and Assistant Head Coach from 2013-2015. At Poplar Heights, he led a team of 180 swimmers, ages 4-18 with a focus on development of skill and technique. He was also a chemistry major at James Madison University. While at James Madison, Sam was Vice President of Academics, Vice President of Loss Prevention, and the Standards Board Chair for the Delta Upsilon International Fraternity. Sam is also extremely knowledgeable in software skills and the world of business and finance. Sam is looking forward to bringing his leadership skills and swim team experience to our Warrior team this summer.

Josh Sims returns as Woodley's Assistant Coach for the 2017 Summer Season. Josh has been a winter swim coach for the past five years. Josh will soon graduate from Falls Church High School, where he participates in cross country, swim and dive, and track. Josh started swimming at Woodley in 2003 and has been swimming year round with York Swim Club for the last 13 years. This will be Josh's last year swimming for Woodley. Josh will be attending York College of Pennsylvania in the Fall, to study civil engineering and run Cross Country. We have seen Josh grow up before our own eyes. We are going to miss him not being a Warrior but he will always be Woodley family.

Cassandra Anderson is a rising junior at Robinson Secondary School. She has been on the varsity swim and dive team for the past two years. She has previously done summer dive at one of the local NVSL pools. Cassandra is currently training at Alexandria Dive Club (ADC) and has previously trained at Mason Dive Academy (MDA) for the past four years. She has coached clinics last summer and shadowed one of her coaches, where she instructed the younger Divers, for the past year. Cassandra is looking forward to joining Woodley Pool and meeting the divers. She hopes to make this a rewarding learning experience for the team while still having fun.

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

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

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

Lesya Yeatman
Dive Team Co-Representative
lesyalian@hotmail.com
(C) 703-967-4733
(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 via email or text. 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 and diving 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 and divers 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 for All 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 file boxes located in the shed by the vending machines. Requests for forms, information about upcoming meets, 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 Team Reps or Coaches directly.

And once the Summer Season begins, you will receive a **Woodley Warrior Weekly** that will have reminders of meets, news, requests from Coaches and Team Reps, calendar information, the practice schedule and reminders of upcoming events. There is also a bulletin board at the entrance of the pool that will have the calendar, standing and the latest weekly.

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>.

Meet and Practice Attendance

Our swim and dive season is nine weeks long from the first practice through Divisionals. Attendance by every swimmer/diver 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, 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 Reps and Coaches by email 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 (July 5) or the Division Relay Carnival (July 12) 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:

SWIM TEAM – ALL PRACTICES ARE MONDAY THROUGH FRIDAY

AFTERNOON PRACTICE - TUESDAY, MAY 31 – FRIDAY, 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. Please note that Woodley's First B meet for swim team is on Saturday, June 17 and has been combined with Time Trials with Holmes Run. Also, please note that Woodley's First A meet for swim team is on Saturday, June 24.

MORNING PRACTICE - MONDAY, JUNE 26 – FRIDAY, JULY 28

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

EVENING PRACTICE - MONDAY, JUNE 26 – FRIDAY, JULY 28

6:30PM – 7:30PM All Ages

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 and THURSDAY.** Evening practice time is 6:30PM to 7:30PM. *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 (July 5) and the Divisional Relay Carnival (July 12), these evening practices will be canceled.

Please inform the coaches if you will be absent from practice. It is very important that the Coaches and Team Reps 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 email communicate this via email.

DIVE TEAM – ALL PRACTICES ARE MONDAY THROUGH FRIDAY

TUESDAY, MAY 30 – FRIDAY, 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 MONDAY, JUNE 26

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/divers 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/informational meeting on Sunday, May 21st from 4:00-6:00pm at Woodley Pool. If you are unavailable, 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. We are changing our swim team suits this year to the **Speedo Laser Sticks Navy/Orange** that will be our team suite for the next two years. Options will be available in the girls & ladies suit, boy's and men's jammers and boy's and men's briefs (not pictured).



Every swimmer and diver should be equipped with a towel and an adequate supply of sunscreen at practices and meets. 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 before 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. **NEW: The coaches will have sign-up sheets for swimmers during Monday practice so that everyone knows what swimmers are swimming.**

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 15 and Woodley Dive Team is in Division 5

Each year, the NVSL analyzes and reorganizes 102 swim teams into divisions dependent upon a number of factors such as their previous season record, team size, swimmer statistics, etc. NVSL has 17 divisions for swim. At the annual NVSL seeding meeting in February, the division placement is revealed. **The Woodley Swim Team is in Division 15** and will swim against Burke Station, Herndon, Hollin Hills, Lincolnia Park and Parliament. 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 12 at Parliament and Divisionals will be held on July 29 at Burke Station.

NVSL has 8 divisions for dive. **The Woodley Dive team is in Division 5** and will dive against Greenbriar, Hamlet, Kent Gardens, Hamlet, Lakeview and Wakefield Chapel. The dive team will host 3 meets this year. The Wally Martin Memorial Meet will take place July 16 at Oak Marr Rec Center and the Cracker Jack Meet will be held on July 23 at Springfield. Divisionals will be held July 30 at Wakefield Chapel.

B League Teams

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.