

2018
FAIRFAX CLUB ESTATES SWIM TEAM
HANDBOOK
DIVISION 11



KEY PHONE NUMBERS/EMAILS

Swim Team Representative:	Elizabeth Simon, 703-969-8297
Team Email:	fceflippers@gmail.com
Head Coach:	Stephanie Ly, fceflippers.coaches@gmail.com
Assistant Coach:	Abby Tisler
Swimmer Assistant Coaches:	Jack Bellus, Jonas Murphy, Michelle Viricochea
Volunteer Coordinators:	NVSL (Sat.) Patty Blabey, 703-239-2724 FAST (Mon.) Kim Coffield, 703-407-2541
Social:	Sarah Koch and Marian Lozano, fceflippers.social@gmail.com
Pool Phone:	703-250-1151

FLIPPERS 2018 KEY DATES & MEET SCHEDULE

May 25	Ice cream social @ FCE, 6:30pm
May 29	PM practices begin
June 9	NVSL Stroke and Turn clinic @ FCE, 8-10am
June 9	Mini-Flippers Evaluations @ FCE, 10am
June 16	Time trials @ FCE, 9am
June 18	AM practices begin
June 23	A meet: South Run @ FCE, 9am
June 25	B meet: FCE @ Kings Ridge, 6pm
June 30	A meet: FCE @ Laurel Hill, 9am
July 2	B meet: Sully Station 2 @ FCE, 6pm
July 7	A meet: Poplar Heights @ FCE, 9am
July 9	B meet: Sideburn Run @ FCE, 6pm
July 11	Relay Carnival @ South Run, 6:30pm
July 14	A meet: FCE @ Fairfax Station, 9am
July 16	B meet: FCE @ Brandywine, 6pm
July 18	All-Star Relays @ Lincolnia Park, 4pm
July 21	A meet: Old Keene Mill @ FCE, 9am
July 23	IM Carnival @ Kings Ridge, 6pm
July 28	Divisionals @ Fairfax Station, 8:30am
July 28	End of year banquet
July 30	Lollipop Meet @ FCE, 9:30am
August 4	Individual All-Stars @ Little Rocky Run, 9am

Welcome to the FCE Flippers Swim Team!

We compete in the **Northern Virginia Swimming League (NVSL)** and the **Fairfax Area Swim Teams (FAST)**. Please refer to the NVSL Handbook for the specific league information. What follows is general information about our team and how it functions.

TEAM COMMUNICATION: Communication is primarily by e-mail. The team's e-mail address is fceflippers@gmail.com. We will also utilize Rained Out to text urgent information—register your cellphone number at https://www.rainedout.net/team_page.php?a=70a84f4d39612ba3de70.

SWIM PRACTICE:

Between Memorial Day and the end of the school year, evening practices take place Monday-Friday beginning on **Tuesday, May 29**.

4:30 - 5:30pm – 13 years and older

5:30 - 6:15pm – 9 - 12 years old

6:15 - 6:45pm – 8 and under

After the end of the school year, morning practices will take place Monday-Friday beginning **Monday, June 18**.

7:45 - 8:30am – 8 and under

8:30 - 9:30am – 9 - 12 years old

9:30 - 10:45am – 13 years and older

10:45 – 11:15am – Mini-Flippers (M/W/F) and stroke and turn clinics (T/Th)

Coaches may ask swimmers to practice with groups in specific stroke areas or with other age groups after the first few practices. If swimmers cannot come at the assigned time, please let the coaches know and they will be happy to make other practice arrangements. While no one is penalized for non-attendance at practice, regular practice enables a swimmer to reach his or her potential and could impact a swimmer's ability to swim in meets.

Swimmers, please come **on time and prepared** with everything you need for a successful practice, including suit, goggles, cap, towel, and water bottle. Team members must obey the coaches and follow all pool rules. No toys or horseplay will be allowed either in or out of the water. Swimming should be fun, enjoyable, and safe for everyone. Swimmers may **not** throw anyone (including coaches) into the pool.

Swimmers & Parents, one of our goals is to emphasize sportsmanlike conduct, at practice as well as at the meets. Unsportsmanlike behavior may result in disciplinary action at the discretion of the Team Rep after consulting with the coaches. The FCE Swim Team has not found it necessary to bar any swimmer from a meet because of swimmer or parent behavior; we do not expect to have to do so. A trophy is awarded within the division to the team that has exhibited the best sportsmanship; swimmers and fans will impact the decision. Because we have 5 and 6 year olds with our teenagers, **all conduct should be an example for our youngest swimmers and appropriate for their observation and imitating.**

During the first weeks of afternoon swim practice, parents may remain on the deck during practices. However, please hold all comments or questions for the coaches until after practice is finished. Once morning practices have begun, parents should **not** be on deck during practices.

STROKE & TURN CLINICS: Stroke & turn clinics focus on stroke technique, starts, and turns. Stroke & turn clinics are scheduled for Tuesday and Thursday mornings from 10:45-11:15. The clinics are optional but offer a good opportunity for extra instruction and improvement. The clinics will be targeted to focus on an age group and/or a specific stroke.

NEWSLETTER: A weekly newsletter will be sent by e-mail. The newsletter will highlight weekly accomplishments and provide information on upcoming social events and directions to away meets.

MINI-FLIPPERS: This program is for novices who are not yet ready for regularly scheduled practices. Mini-Flippers meet with the coaches three times a week and may attend all team functions and swim in FAST Meets. The goal of the Mini-Flippers program is to prepare the swimmers to move up to the regular team and they may move up at any time during the season, at the coaches' discretion. The Mini-Flippers program is **NOT** a replacement for swim lessons. The Mini-Flippers Program is designed to build endurance and refine stroke technique. To join Mini-Flippers, swimmers must meet the following criteria: be at least four years old, be able to swim the distance across the pool unassisted (dog paddle is fine!), be able to float on their stomachs with their face in the water, and be able to take direction from the coaches. A readiness screening will be held on **Saturday, June 9, at 10am** at the pool. The first practice for Mini-Flippers is **Monday, June 18**. Mini-Flippers will practice three times a week on Monday, Wednesday, and Friday from 10:45-11:15am, after the school year ends.

APPAREL: All swimmers are encouraged to wear the official team suit. Our team suit is the **Nike Fade Sting** in royal blue (Fast Back or Cutout Back for girls, Jammer or Brief for boys). Team suits are available at SuitUp at University Mall. A team suit is **not** required.

We will be keeping our current cap design. FCE team caps are the only team swim caps allowed while participating as an FCE team member in an NVSL meet. The concession stand for home meets will have extra caps to sell at meets. Team caps (or any other kind) should be worn at practices as well.

COMPETITION

TIME TRIALS: June 16, 9am. This is a league-scheduled meet for practice and experience only. No ribbons will be awarded and no team records will be set. However, time trials are important to establish a swimmer's current year seed time in all four strokes. Swimmers with a current year seed time have a better opportunity to be seeded in a Saturday meet. Time Trials give swimmers a competitive atmosphere which generally produces faster racing times. If you cannot be present for time trials, the coaches will time you in practice. Swimmers should swim all strokes in which they are legal, and at the coach's discretion.

Time Trials also offer an opportunity for new officials (timers, clerks, judges) to get valuable hands-on experience before the meet season begins. All officials should plan to attend time trials.

SATURDAY NVSL "A" MEETS: The NVSL meets permit the best swimmers (three from each team) in each event to compete against each other. In general, the three fastest swimmers in each event will be eligible to compete in the NVSL Meets. However, no swimmer may compete in more than two individual events. In addition to the individual events, **qualifying** swimmers may compete in a maximum of one relay and the mixed-age freestyle relay.

Placement of swimmers in events is a seeding process based on the swimmer's past performance, the swimmer's official best times, and the opponent's past performance. This is a subjective process driven

by the need to maximize **team** points. The needs of the team, as determined by the coaches, will determine the swimmers and the events in which they will be entered. Occasionally, a swimmer may be asked to swim in an age category older than that swimmer's actual age. A swimmer may be asked to swim a stroke or a relay event which he/she has not swum in a prior meet. Such support of the team needs is recognized by the team and its coaches. We try to get as many swimmers as we can into each Saturday meet, so it is a privilege to swim, especially if a swimmer is asked to swim "up" with an older age group.

A swimmer's age group for competition purposes is determined by his/her age on June 1 of each season.

MONDAY FAST "B" MEETS: We participate in the Fairfax Area Swim Teams developmental league. The goal is to provide a competitive swim meet for all swimmers, including swimmers who have not had the opportunity to participate in Saturday NVSL Meets. There is no seeding for these meets. The meets are not scored and times are not official NVSL times; however, they are refereed meets designed to provide competitive conditions similar to NVSL Saturday meets, and times are entered into the ladder and used to determine seeding for Saturday meets. Ribbons are awarded and the season will end with an IM Carnival.

All swim team members may participate in B meets provided they meet the eligibility requirements. Swimmers are limited to a maximum of three events--**two** from free, back, breast, & fly events **plus** the individual medley (IM). An NVSL 1st, 2nd, or 3rd place winner in a particular stroke in the last seven days is not eligible to compete in that stroke in the current B meet. If the 1st, 2nd, or 3rd place was won by default or disqualification (DQ), then the swimmer may compete in that stroke. A swimmer does not become eligible by swimming up an age group. Team Reps, by mutual agreement, can add "exhibition" events to the meet for swimmers who would otherwise be ineligible to swim. Heats for these events will not be combined with other FAST event heats, and will be conducted after all scheduled developmental meet events.

GENERAL MEET RULES

1. All swimmers are to furnish their own transportation to and from meets. When we travel to Saturday away meets, we meet at our pool in the morning and caravan to the host pool. Directions to the away meets will be in the weekly newsletter and emailed. For Monday night meets we do not meet first. Just go to the away pool and look for the team area. The team rep will **not** be able to take extra swimmers to and from meets.
2. Each team at each pool is assigned a designated team area. Swimmers may not leave the team area without the permission of the coach so no events will be missed. **PARENTS: Please do not remain in the team area.**
3. Swimmers must report to the Clerk of Course on time and remain in that area until they are told to leave.
4. Swimmers must report to their coaches before and after they swim.
5. **Unsportsmanlike behavior will not be tolerated.** There will be no booing, vulgarity, nastiness or any form of poor sportsmanship.
6. Swimmers should remain in the water at the end of their race until the last swimmer finishes and should shake hands with swimmers in the lanes next to theirs. At the end of the meet, the teams will line up to shake hands.
7. After the meet, the entire team is expected to make sure that our team area is completely clean **before** anyone leaves.

WHAT TO BRING (*LABEL EVERYTHING)

1. Cap and goggles (wear your suit)
2. Towel
3. T-shirt or sweatshirt (esp. Monday evening meets)
4. Shoes or sandals
5. Water bottle and/or light snack. Swimmers should not hang out at the concession stand.

NOTE: If swimmers choose to bring phones or electronic devices, ***they are the SWIMMERS' responsibility*** and cannot be watched by the coaches or other meet staff. The team areas are not necessarily covered, so things can get wet. Team areas are often small, so bags can be stacked, can get inadvertently stepped on, and things can be smashed inside. Swimmers bring such items at their own risk.

SPECTATOR GUIDELINES: Please stay in designated spectator areas. The area behind the timers must be kept clear so that swimmers may be positioned for the next race. The call for quiet (referee's whistle) must be observed if the starter is to start each race fairly. Spectators or swimmers should never disturb the scorers with questions on times or scores. Announcements of scores are made regularly throughout the meet. Official times and scores are posted on www.mynvsl.com shortly after each meet. Please respect all volunteer officials. If you have questions, please take them to the Team Rep because only a Team Rep may approach an official.

VACATIONS & ABSENCES: There are strict rules in the NVSL regarding substitutions and alternates at Saturday meets. Please read the NVSL Handbook (copies are available from the Team Rep, and the handbook is on the team) regarding swimmer eligibility and substitutions for NVSL meets. We begin meet seeding on Tuesday afternoon. **It is absolutely essential that the Team Rep be notified by 10:00 a.m. Tuesday if a swimmer cannot participate in a Saturday meet.** An NVSL Meet Absence Form is located at <http://fceflippers.weebly.com/> and should be filled out as soon as possible and submitted to the Team Rep. These forms should **not** be given to the coaches. If you cannot find a form, send an email to the Team Rep at fceflippers@gmail.com listing the child's name and absence dates. We want our entire Flippers team to be represented with great organization and focus. Your timeliness is greatly appreciated and valued.

If you are unsure about whether or not you will attend a meet, please inform the Team Rep as soon as possible. Please note: we do not penalize a swimmer for vacations or absences; however, no-shows must be avoided so that we may have alternates available to swim. We don't want empty lanes and we cannot substitute for a no-show at the last minute. Advance notification gives another swimmer the opportunity to compete and prevents frantic phone calls from the team rep when you are not on deck at a meet.

DISQUALIFICATIONS (DQ'S): There will inevitably come a time when a swimmer gets disqualified in an NVSL or FAST meet for doing something incorrectly. The DQ should be viewed as a learning experience and not as a penalty. If no one corrects an error, a swimmer may not realize that she/he is doing something incorrectly in competition. (The coaches receive notification of the DQs so they can assist the swimmer in correcting his/her technique in practice.) This incorrect technique can hinder further development. Remember, the emphasis is on learning and having fun doing so!

WEATHER POLICY: We swim rain or shine. If lightning occurs, swimmers should wait in cars until a decision has been made by the Team Reps on a delay, postponement, or cancellation. **DO NOT LEAVE**

WITHOUT INFORMING THE HEAD COACH. We will try to make up meets as soon as possible (ideally the next day) depending upon host pool availability and mutual agreement of the Team Reps.

PARENT PARTICIPATION: The Flippers need a parent commitment from each family to run a successful swim program. The NVSL requires approximately 40 adult officials to conduct a Saturday NVSL meet. This does not include concession workers at the home pool.

Volunteer sign-ups are available for both Saturday morning and Monday evening meets. Parents should plan on volunteering for each meet your child participates in. Our volunteer coordinators are very creative and accommodating. They will work with you in any way possible to ensure they provide preferred and convenient opportunities to volunteer. Due to the complexities of everyone's schedules, preferences and optimal solutions are not always possible. We appreciate your patience and willingness to serve on behalf of the swimmers.

NVSL MEET OFFICIALS: The NVSL requires the following officials to conduct a Saturday morning meet. Positions marked with an * require attendance at a 2-hour NVSL instructional clinic within the past two years:

- 1 Referee*
- 1 Starter*
- 2 Marshals
- 4 Stroke & Turn Judges*
- 8 Relay Take-off Judges
- 1 Clerk of Course
- 1 Announcer
- 1 Chief Timer
- 1 Assistant Chief Timer
- 18 Timers (9 from each team)
- 1 Place Recorder
- 1 Verifier
- 1 Data Entry
- 1 Awards Clerk

The NVSL has requested that officials wear white shirts and blue shorts (no denim).

RIBBONS: Ribbons are awarded for 1st through 6th place at NVSL and FAST meets. All other swimmers will receive a Competitor Ribbon. Ribbons will be placed in family hanging folders by Wednesday of each week.

AWARDS: A "Swimmer of the Week" Award will be given to a swimmer selected by the coaches who best exemplifies team effort, attitude, and drive. This is not an award for swimming ability. At the end of the season we award "Most Improved" medals to those swimmers in each age group who have cut the most seconds over the summer (Only NVSL & FAST meet times count for this award). Coaches' Awards will be given to the swimmers who have best exemplified the spirit of the team. (These awards are decided by the coaches. Coaches will consider swimmers who are hard workers, attend workouts faithfully, and do their best to help the team. Swimming ability is not the most important ingredient for this award; team spirit and good sportsmanship are the keys.) All senior swimmers will be awarded Jefferson cups.

CONCESSIONS: Food concessions at our home meets are the chief fundraiser for our team. The money made on concessions helps to pay for our trophies, social activities, NVSL dues and insurance, coaches' salaries, equipment, and supplies. For the 2018 season, we will host 3 Saturday meets and 2 Monday evening meets. Please support the Flipper Café!

TEAM PICTURES: Our team picture will be taken on a date to be determined **at the pool**. A professional photographer will take team and individual pictures. Purchase of pictures is optional; however, we encourage all the team members to be present for the photo session. **Forms should be in your folders the day or so before, so come with it filled out and with your check written. Please come in your team suit. Mini-Flippers are welcome—they need to be in a swim suit that coordinates/matches with the team suit.**

SOCIAL ACTIVITIES: Team social activities will begin after the end of the school year. Information on each week's activities will be given in the weekly newsletter, and a schedule will appear on the website. Activities may include movies; bowling, miniature golf, and a trip to Kings Dominion. Watch the bulletin board and weekly newsletter for updates and sign ups.

SWIM-A-THON: Swimmers will have the opportunity to give back to the community by participating in our annual swim-a-thon, with proceeds going to a worthy cause. The swim-a-thon will be held in lieu of practice on a date to be determined.

AWARDS BANQUET/YEAR END PARTY: The night of the Divisional Meet, July 28, will be the best part of the season. Our team banquet will give us a time to come together as a team and celebrate our season. Main course will be catered, with families bringing side dishes or desserts. Recognition will be presented to swimmers and coaches. Our social chairpersons will need extra volunteers as well.

MINI-FLIPPERS LOLLIPOP MEET: This end-of-season meet on Monday, July 30, for the Mini-Flippers cannot be missed! All Mini-Flippers will have a chance to compete with the assistance of our Senior Swimmers in the water with them. Events will include freestyle, backstroke, kickboard, and team relays. The entire meet is put on by the FAST teams' competitive older swimmers.

2018 NVSL SCHOLARSHIPS: Each year the league awards three or four \$1,500 scholarships to graduating seniors. The application deadline is July 1. See the NVSL website for details.

We're looking forward to a great season!

Swim Fast Flippers!