

Auburn Lake Trails



Summer Swim Team

2018

Information Handbook

<http://altdolphins.webs.com>

dolphinswmteam@gmail.com

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Welcome to the Dolphins Swim Team!

The Coaches and the Executive Board are excited you are joining us this summer.

The objective of the Dolphins Swim Team is to provide a fun, healthy, recreational experience and to promote the concepts of fair play, good sportsmanship and team effort. Every swimmer will have an equal opportunity to participate on the team in individual events and relays as the team size allows. The team is recreational in nature, but does have competitive elements in the form of dual meets.

It is our objective to aid personal improvement in swimming skills. In addition to the hard work that the swimmers and parents put in, we also plan to have plenty of FUN!

During the season, should you have any **questions, suggestions or concerns**, please contact the Dolphin Board at dolphinswmteam@gmail.com. They, along with the coaches, will be glad to assist you so positive action can be taken to ensure that all participants have an enjoyable and productive season. Visit the team website for more information! www.freewebs.com/altdolphins/

As swim team parents, it is important to be aware of the team philosophy, which stresses **participation, enthusiasm, sportsmanship, camaraderie, improvement and fun**. As such, the parental attitude and behavior exemplifying this philosophy at swim meets, practices and any team gathering builds positive team morale as well as instilling this philosophy in the swimmers. Any child who puts in the hard work and swims his/her best is a success.

In order for swimmers and parents to get the most of their association with the Dolphins Team, the Coaches and Executive Board representatives have put together the following Information Manual. Please read through it and refer to it as the season progresses as many questions can be answered by looking here.

Again, WELCOME and let's make it a GREAT SWIM SEASON!

Dolphin's 2018 Schedule of Events

April 14th	Registration Day	Gallery 9am-12pm
May 2nd	FINAL Registration	Lakeside Clubhouse 6-7:30pm
May 16 th to May 31 st M T W Th Not on 5/28	Preseason	Pool 7/8 years old: 5:15pm to 6pm 9/10 years old: 6pm to 6:45pm 11 years & up: 6:45pm to 7:45pm
5/19	Pancake Breakfast	Barnloft 7-11am
5/20	Back to Swim Night	Lakeside Clubhouse 5-7pm
June 4 th to Aug 3 rd M T W Th F Not on 7/3 & 7/4	Swim Team Practice 11 yrs & up 7:45-9:00am 9-10 yrs 8:35-9:35am 7-8 yrs 9:25-10:15am 6 & under 10:15-10:45am (times subject to change)	Residents: \$110 for first swimmer, \$95 each additional swimmer Non-Residents: \$140 for first swimmer, \$125 each additional swimmer
June 10 th	Dolphins Bunco Night	Barnloft from 3pm to 7pm
June 12 th	Picture Day	Team & Individual Photos 9am
June 16 th	Time Trials @ ALT	Meet Practice Check-in at 8:00am
June 23 rd	ALT @ Auburn Racquet	Away Meet Check-in at 7:30am
June 30 th	Foresthill @ ALT	Home Meet Check-in at 7:30am
July 4 th	ALT 4 th of July Parade	Meet at the pool parking lot @ 8am
July 7 th	No Meet Scheduled	Enjoy the Holiday Weekend!
July 14 th	ALT @ Lake of the Pines	Away Meet Check-in at 7:30am
July 18 th	Swim-A-Thon	Details to be Announced
July 21 st	ALT @ GV	Away Meet Check-in at 7:30am
July 28 th	LWW @ ALT	Home Meet Check-in at 7:30am
Aug 4 th	League Championship Meet	Bear River High Check-in at 7:00am
Aug 5 th	Awards Ceremony	2:00 Lakeside Clubhouse
August 8 th	Sunsplash Celebration	All Day Event
TBA	ALT Fall Pancake Breakfast	Barnloft 7-11am

Auburn Lake Trails Dolphin Swim Team Executive Board

The Executive Board is responsible for overseeing team goals through the current season and determines the goals for the next season. They review team financials, determine fees and minimum requirements for participation on the team, prepare and review handbook, select team apparel, and coordinate schedules, coaches and funding. The Board oversees all Dolphin events and activities.

The Board is made up of team parents. Ideally, the Board members will rotate, so that new ideas and leadership can keep the team running in a positive direction.

ALT Dolphin's Board Positions for 2018:

- President Julie Powell
- Vice President/Secretary Tim Lasko
- Treasurer Bill Christner
- Volunteer Coordinator Cara Crow
- Secretary Shawna Purvines
- Computer Rep Amy Erwin
- Activities Director Courtney Hanson

Coaching Staff

Head Coach – Tracey Bakewell cell: (530) 306-2882 (text or call)
email: 2ndwindranch@gmail.com

Position is held during current season (May - August)

- Responsible for athletic programming/conducting practices and being present at meets.
- Works closely with the Assistant Coaches in the areas of communication with the board, parent/team volunteers in order to coordinate activities, run the swim meets, and maintain team records.
- Helps with any other activities related to conducting swim meets and during the season workouts.
- Maintains communication with the board and works to solve any potential problems that are brought to her attention.
- Spreads coaching time across all age groups.
- Talks with swimmers after competing at meets to help the swimmer improve and understand performance and results.

A USA-certified swim coach, Tracey Bakewell was born and raised on the beaches of Pensacola, Florida. Later, she swam on summer rec teams during her school years in Walnut Creek, CA, eventually shifting her focus to running during high school to current days. When the ALT Dolphins, in Cool, CA had a coaching vacancy, team parents, impressed by her enthusiasm for the sport, her previous swimming experience, and her ability to be inspired with personal fitness, ALT Board Members approached Tracey about the possibility of coaching their team. Tracey led the ALT Dolphins from the summer of 2008 through 2011. However, as her own children stepped up to year-round swimming, Tracey moved along with them and subsequently, asked to coach with NSA (formerly Bear River Swimming), and became a USA certified swim coach. Tracey has found great satisfaction in coaching and looks forward to the team's daily practice. Tracey is looking forward to expanding her coaching skills and sharing her enthusiasm with the ALT Dolphins again this summer.

Assistant Coaches:

Alexis Guess email: alexisguess@gmail.com

Lexi Angleton email: lexiangleton@ou.edu

- Assists the head coach in all activities listed above.

Alexis has a passion for teaching swimming and water safety and became a swim instructor at Sea Otter Swim in Loomis in 2016. After completing their extensive training program, Alexis had the opportunity to work with a variety of ages and levels, as well as students with differing abilities. Her duties also included Lifeguarding during family swim, and she is a current Red Cross certified Lifeguard. As a parent of three swimmers on the Dolphins, she excelled in the position of Stroke and Turn judge for the past three years. Alexis looks forward to working with Head Coach Tracey and the wonderful Dolphins!

Lexi swam with the dolphins for seven years and was a junior coach for two. She assisted in the training of the young swimmers, some of which are still swimming with the dolphins today. She has always been passionate about health and fitness, she played club volleyball for seven years and went onto row for the University of Oklahoma where she is majoring in health and exercise for physical therapy. She has taught private swim lessons for the last four summers. She has a nurturing spirit and a passion for young athletes, like the one she was. Lexi is very excited to work with Coach Tracey again and can't wait to swim with your Dolphins!

Purpose and Philosophy

We are the Auburn Lake Trails Dolphins! Our team is one of six summer teams within the Sierra Foothills Swim League. The summer competitive season occurs in June, July & August. Visit our website (www.freewebs.com/altdolphins/) for the current schedule or see schedule section in the handbook.

All of the work, with the exception of coaching, is completed with parent volunteer hours. The team wouldn't be possible without you! The Dolphins need your time and commitment - not only at the meets, but also in organizational positions. To fulfill the requested family commitment, please contact our Volunteer Coordinator.

Our purpose is to offer a community swim team that supports and encourages children of all swimming abilities between the ages of 4 and 18 by building confidence and self esteem, strengthening friendships and community involvement and providing a positive, recreationally competitive exposure to the sport of swimming.

Our philosophy is to provide an environment where swimmers can be the best they can be by providing an encouraging atmosphere and appropriate goals, teaching effective swim technique, and having fun by building team spirit and good sportsmanship.

Learning Experience – Our coaches are athletes and swimmers themselves and are here to teach and mentor young athletes. We expect them to set an example of good sportsmanship and positive competition. Each day is an opportunity to learn something new. We use practice to develop good technique via conditioning, drills and dry land work so that each swimmer can achieve their potential.

Positive Communication – We encourage a supportive, enthusiastic, fun atmosphere where swimmers are given an opportunity to grow athletically and intellectually. We also welcome questions and suggestions and are always open to new ideas.

Setting Goals – Our coaches help swimmers establish realistic and appropriate goals for training and competition to improve their times and develop their strokes through reinforcement of correct technique.

Looking Toward the Future – Our training is designed to promote an athlete's long-term development. We hope that their experience will encourage their continued interest in swimming. We hope to create lifelong swimmers.

Parent, Coach, and Swimmer Code of Conduct Information, Policies and Procedures

We believe in the development of our swimmers. We will strive to instill and practice the values of what it takes to be a good sportsman. In order for us to achieve these goals, it will take a combination of coaches and parents to set good examples for the swimmers. We have established and will enforce the following conduct guidelines:

Home Meet Rules/Code of Conduct:

- No children on golf course before, during or after the meets.
- No throwing rocks or walking in the landscaped area.
- No diving in the shallow end.
- No running in the pool area.
- No exhibition swimmers.
- Follow all other rules posted at the pool.
- No wading pool use.

A person who violates any of the rules above will be asked to leave immediately.

Swimmers:

- Must refrain from addressing remarks, except when made as expressions in the spirit of friendship and/or in good sportsmanship.
- Never use foul language or obscene gestures.
- Should always applaud other team's performance and should always shake hands at the end of the race.
- Follow all rules of the hosting pool, including any item that could cause any chemical imbalance in the pool, i.e., Jell-O.
- Cooperate with the decision of the stroke judge, starter and meet referee.
- Treat all swimmers, coaches, staff, officials, and parents with respect and dignity.
- Regularly show up on time for practice and be ready to get into the water at the assigned workout time.
- Acknowledge that I am part of a TEAM and will support that team and all of its members.

Coaches:

- Must require all swimmers to comply with above set conduct.
- Must refrain from addressing derogatory remarks to any coach, swimmer, stroke judge, parent, timer, starter, meet referee or any other volunteer.
- Use proper protest procedures based on the current by-laws.
- Will never use foul language or obscene gestures.
- Should always applaud the other team's performance.
- Follow rules of the hosting pool and stay in designated areas.
- Adhere to League rules and by-laws.

Parents:

- Must refrain from addressing derogatory remarks to any parent, coach, swimmer, stroke judge, timer, starter, or meet referee or any other volunteer.
- Will never use foul language or obscene gestures.
- Will encourage good sportsmanship by demonstrating positive support for all swimmers, coaches, and officials at every swim meet, practice, or related event.
- Follow all rules of the hosting team pool.
- Respect the coach's decisions and abilities, except in the case where it may cause injury to the team or swimmer.
- Adhere to all League rules and by-laws.
- Enforce all Code of Conduct rules on their swimmer(s)

Any infraction or inappropriate behavior will need to be submitted to the Board, at which time the Board will take the appropriate action.

Expectations

Swimmers

- Arrive to practice and meets on time
- Demonstrate a positive attitude, by listening, following instructions and being respectful of your coaches and other swimmers
- Show good sportsmanship at all times
- Come prepared to all practices and meets (goggles, swim caps, towels, athletic shoes, socks, sunscreen, water, snacks,)
- Sign up for Swim Meets by the preceding **MONDAY** of each week

Parents

- Bring your children to practice on time and prepared for pool and dry land activities
- Participate within the team through volunteering
- Contact Coach Tracey if you will miss a meet due to illness- **by 7:00 am on the day of the meet**
- Be a role model for Good Sportsmanship
- Leave the coaching to the coaches
- Parents will not approach coaches on the pool deck. Talk to a Board Member to schedule time to talk with coaches. ***Please do not interrupt coaches during practices or meets.***

Coaches

- Create a positive atmosphere for learning
- Teach correct stroke, starts and turns technique
- Teach the value of good sportsmanship
- Teach goal setting and methods of attainment
- Have an open communication with swimmers and parents

Swim Practices and Schedule

Each swimmer should have a team swimsuit and a practice suit. Swimmers should not practice in their team suit. Caps (for both boys and girls) are highly recommended as they keep hair out of their eyes and body warmth in. Goggles are also highly recommended, as the chlorine can be harsh on young eyes and goggles help athletes' swim times and technique. As dryland is an important part of practice and scheduled regularly, each swimmer should arrive at practice with socks, athletic shoes, and shorts to cover swimsuit if preferred by swimmer. Please make sure your child's equipment is labeled with his/her name.

As a summer recreational team, we do not expect attendance at all practices or meets. Practice is offered every day Monday-Friday. If your swimmer will be missing several consecutive practices (due to vacation, etc.), please notify the Coach Tracey. If you will be participating in the upcoming meet, please register your child(ren) BEFORE you leave.

Weather Policy/Pool Closure

Practice will be held unless it is thundering or lightening. During cold or inclement weather, the coaches will decide whether it is appropriate to be in the water. Please assume practice will be held at regular times unless otherwise notified. There are times when the pool is closed for a reason beyond our control (and sometimes last-minute). Every effort will be made to notify parents of a change in practices. Please visit our FaceBook page, website and check your email and voice messages for a notification from us. If in doubt, please contact a Board Member and check the pool gate for a posted sign. It is ultimately your decision whether or not to attend practice.

2018 ALT Dolphin Practice Schedule June 4th – August 3rd Monday – Friday

Indiv. Training	7:00 to 7:45 am
Ages 11 & up	7:45 to 9:00 am
Ages 9 – 10	8:35 to 9:35 am
Ages 7 – 8	9:25 to 10:15 am
Ages 6 & under	10:15 to 10:45 am

*Remember, these are READY TO GO TIMES. Please arrive 15 minutes early to get ready with your group. **practice times subject to change*

Swim Meets, Schedule and Overview

Dual swim meets are held on Saturday mornings. Dates for these meets can be found on the Meets section on the website as well as listed below. Swim meets consist of around 90 events and begin with the first race promptly at 9:00am and end between 1:00pm and 2:00pm. You/your swimmer is required to complete the Meet Entry Form for ALL meets, whether you will be attending or not, ***NO LATER THAN THE MONDAY PRIOR TO THE MEET***. These are found on the clipboards at the pool or on the Dolphin website under the “Meets” button on the left side of the Home Page. If your swimmer is able to attend part of a meet, it is important that you communicate this information on the Meet Entry Form. Please be specific on arrival or departure time. The coaches will do their best to accommodate your schedule.

Swimmers are expected to check in with their coach upon arrival at the meet by 7:30am in their team suit and check out when leaving early.

Coaches will be available to speak to each swimmer prior to their event and after. This way, the coach can remind him/her of the things they should keep in mind as they swim and then provide instant feedback at the end of their race.

June 30 th	Foresthill @ ALT	Home Meet Check-in at 7:30am
July 14 th	ALT @ Lake of the Pines	Away Meet Check-in at 7:30am
July 21 st	ALT @ GV	Away Meet Check-in at 7:30am
July 28 th	LWW @ ALT	Home Meet Check-in at 7:30am
Aug 4 th	League Championship Meet	Bear River High Check-in at 7:00am

General Swim Meet Information

- Arrive at every swim meet by 7:15am in order to check in with the coaches by 7:30am. This is very important as the events are finalized and if your child is not checked in, he/she will not be able to swim in the meet.
- Swimmers (not parents) check in with the coaches. Swimmers will receive the events they will be swimming in at this time. The kids usually have the events they are competing in written on their arm.

Here is a sample:

Event#	Stroke#	Heat#	Lane #
15	Free	1	3
25	Back	2	2
25	Fly	3	3
35	Breast	4	1

- Parents check in with Volunteer Coordinator at the beginning of the meet. Positions will be confirmed at this time.
- Sometimes we have a designated area to set up our chairs, easy-ups, etc. Check with a Board Member for this information.
- Meets begin at 9:00am. Please listen carefully to the announcer for specific instructions.
- Swimmers are required to be in the staging area **five** events before the one they are competing in.
- Most pools have a snack bar of some sort.
- Make every effort to stay until the end of the meet to cheer on your teammates!
- Our last meet of the season is Champs at Bear River High School. Swimmers qualify for champs by participating in at least two dual meets. All teams in our league compete and this is an all-day event (and very exciting!). All families are expected to volunteer for at least one shift at Champs.
- Results are usually posted as the meet progresses. Look for them to be taped up on a wall/board with a group gathered around them.
- The Monday after each meet, a file box with a folder for each family will be at the pool. Swimmers' place ribbons from the previous meet can be found in this box.

Parent Volunteer Information

As with any sports organization, the Dolphins need adult help in organizing and running the meets, taking care of the pool area, and coordinating the management of the team. Each family may sign up for volunteer shifts by visiting the team website: <http://altdolphins.webs.com> and clicking on the "Volunteer Info" menu option.

All families will be required at the time of registration to leave a deposit check of \$300.00 to be returned upon the completion of the required volunteer shifts.

★ Families are required to complete a designated number of volunteer shifts (including regular season shifts PLUS at least **1 shift at Champs**). The number of shifts will be determined by enrollment numbers, currently estimated 8 shifts of volunteer service (7 regular season swim meet shifts PLUS 1 shift at Champs) for the 2018 season.

Families who do not complete the minimum required shifts will be contributing their deposit towards the Dolphin's account in order to cover end-of-the-year expenses. Deposit checks will not be cashed until after championships, providing all families the opportunity to complete their minimum required hours.

There are a variety of fun filled volunteer activities throughout the season for your family to participate in (descriptions to follow), including, but not limited to: Stager, Timer, Lane Slip Runner, Stroke & Turn Judge, Computer/Recorder, Ribbon Writer, Set-up, Clean-up, Mother Duck and Snack Bar. Signing up for volunteer shifts is completed using "Volunteer Spot," an online sign up. All of the meets and shifts will be posted through the website. If you do not have a computer or are having issues, please contact the Volunteer Coordinator (Cara Crow, 530-334-3696) in a timely manner. If you sign up for a shift and find you are unable to fulfill your position, go to the web link that will be provided and remove your name. Each Thursday before a meet, the website will become locked and no changes can be made. Only the Volunteer Coordinator can make changes. If you find yourself unable to fulfill the commitment, please contact the Volunteer Coordinator.

To stress the importance of our volunteers for the success of our meets, the Board will be offering incentives for those families who go above and beyond their required shifts throughout the regular meets and Champs. We cannot do this without your help!!

PLEASE NOTE: If volunteer hours are not fulfilled, your child will not be able to compete at Champs. NO EXCEPTIONS.

Volunteer Position Descriptions

Position	Description
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Starter	
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The host team is responsible for providing the starter.

Do a sound check before the meet starts to ensure PA system is OK. Also, check the starter system to ensure working OK.

Have schedule of events on a clipboard with a pencil. This will be the “script” to announce current and upcoming events.

When a heat is about to begin, announce for swimmers to get ready. (i.e. on the blocks, or in the pool, etc.). As they are doing this, you can remark about the event to take place, type of stroke, etc. Once the swimmers are ready, look over at the timers and announce, “Timers are you ready?” If they all have their stop watches up in the air displayed, announce, “Swimmers take your mark”.

When a swimmer does not respond promptly to the command "take your mark", the Starter shall immediately release all swimmers with the command "stand up" upon which the swimmers may stand up or step off the blocks.

Starter monitors the false starts and which lane they are in. Disqualification will occur after the second false start violation in any one heat. The starter may also disqualify a swimmer if he/she is intentionally false starting. This is at the Starter’s discretion.

After the race is complete, (i.e. all swimmers out of the pool), announce which event finished, the next upcoming race, and subsequent racers that need to report to the staging area. With that in mind, there will be an event display near the announcer’s table, (flip numbers). You can use this, (or have someone do it for you), to keep everyone informed on the current swim event.

Backup Timer	
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Duties are the same as a timer, except the time will only be used in case of a technical problem. See “Timer”.

Computer Data Entry	<ul style="list-style-type: none"> • Works in computer room. • Data entry of swimmers times and sorting. • Collect incoming “Timer Sheets” from Lane Slip Runner. • Organize the “Timer Sheets” by Event, then Lane. • Match incoming Warning / DQ slips (also from Runner) with appropriate swimmer. • Highlight swimmers name and mark “DQ” or “Warning” next to swimmer’s name on Timer Sheet. • Write swimmer’s name and team abbreviation on DQ/Warning slip. • File DQ/Warning slip by team in file marked “Warning/DQ Slips”. • If Timer Sheets are missing (e.g. you have sheets for lanes 1 and 2 but not lanes 3 and 4) check with Runner. Don’t turn in Timer Sheets to Data Entry until you have all of the sheets. • Fold event group in half & place in file marked “Sorted Lane Timer Slips.
Hospitality/Water Runner	Prepares water station, distributes water and snacks (if any) to all volunteers at the meet. Volunteers love you.
Lane Slip Runner	Lane Slip Runners collect the recorded timer sheet (from timers) for each event and take them to the computer room. Runners also check with the stroke & turn judges for any DQ slips as well as the line judges before going to the computer room.
Mother/Dad Ducks	These parents bring the age groups of younger swimmers to the stager when it is their time to swim. Four to five events before they are scheduled to swim, the mother duck makes certain that the swimmers are taken to the stager and checked in for their race in the appropriate lane.
Ribbons	Ribbon writers sort the ribbons and place them in the ribbon box for each team sorted alphabetically by swimmer. Labels are only printed every 25 events and usually are not needed until the second shift.
Set up	Set up pool area for Swim Meet on Friday night (usually around 7 or 8pm when the pool closes). Arrange tables, easy ups, chairs, put lane lines in, set up race flags, etc. Set up also includes any prep work for snack bar.
Snack Bar	Prepare, sell and serve food in the snack bar. Help with set up and clean up.

Stager

The Stager is responsible for getting swimmers in line behind the appropriate blocks for their events. The Stager will be provided with an area clearly identified as the staging area where all swimmers must report as soon as their event is called.

The Stager will be provided with a Meet Program which lists the names of all swimmers in all events including relay swimmers in the order in which they will swim.

**Stroke &
Turn Judge**

This is an official position. Must have completed required training.

- Monitors the swimmers for correctness of stroke, touches and turns.
- A judge from each team is present on each side of the pool.
- Judge, in partnership with the judge from the other team, may disqualify one or more swimmers. This is done in accordance with the League Rules and Procedures.
- A slip is completed citing the infraction and signed by both judges.

Timer

Timers should be alert and give the Starter/Announcer their complete attention before each heat/event.

Timers need to be visible to the starter. After clearing the stop watch, Timers should hold it high so the starter knows when all Timers are ready to begin the next heat/event.

All Timers start their watch when they see the light (Colorado Timing System). Every Timer should start their watch even if they do not have a swimmer in their lane, to be available as a back up timer for the lane next to them.

Timers shall STOP their watch when the swimmer touches the wall with any part of their body. Stroke & Turn Judges determine if the finish is correct or not.

All times are recorded on the Time Sheets and passed on to the Lane Slip Runners.

Timers are not responsible for calling close races (Line Judge's responsibility) or early starts on the relays (Stroke & Turn Judge's responsibility).

Communication

All information regarding the Dolphins is sent to families through email. It is very important that you check your email regularly for up-to-date information. This is the only way we can communicate information effectively to all our families. You can expect more urgent or timely matters to be communicated via recorded phone message.

Please check our website, www.altdolphins.webs.com. Send all questions to dolphinswmteam@gmail.com.

For volunteering shift questions, please contact Cara Crow at 530-334-3696 or cara.crow2718@yahoo.com

WE LOOK FORWARD TO A FUN AND REWARDING SEASON!

THANKS FOR JOINING US!