



# 2008 Parent Handbook

Welcome to the 2008 season of the Woodlea Watermocs! Whether you are a new or returning Watermoc, we hope that you will find this summer's swim season better than ever. The following is an explanation of what you can expect from our organization.

## **Mission Statement**

The Woodlea Watermocs is a recreational swim team that provides its members an opportunity to improve swimming skills, increase their confidence as swimmers, and exhibit good sportsmanship while participating in structured practices and friendly competition during Old Dominion Swim League sponsored swim meets.

## **Eligibility**

Any child between the age of 5 and 18 (by June 15, 2008) that has membership privileges to the Woodlea Manor swimming pool is eligible to register for the swim team. In order to qualify for swim team membership, swimmers in the 8 and under age groups must be able to swim one length of the pool unassisted and in good form in at least one stroke. Swimmers in the 9-18 age groups must be able to swim two lengths in good form and unassisted in at least one stroke.

## **Coaches**

We are fortunate to have Kirsten Dunnigan as the Head Coach this year! Kirsten swam for the Army Navy Country Club (ANCC) summer league team in Arlington, VA for about 10 years and spent her 11th year as the assistant coach. She also swam for McLean High School, earning the honor of MVP her last two years. Additionally, she swam for Curl Burke Swim Team for over 6 years and for James Madison University (JMU) her freshman year.

Our new Assistant Coaches are Korey Flinton and James Hauptman.

Korey is graduating from Heritage High School and will be attending West Virginia University in the fall on an Army ROTC scholarship. He is an all state, four-year letterman swimmer at Heritage and was named captain during his senior year. Korey was honored with the Coaches Award his junior and senior year. He also received the Sportsmanship Award this past season.

James is a rising senior at Loudoun County High School. He has been swimming since he was five years old and is very excited about sharing his knowledge of swimming with the younger swimmers. In addition to swimming, James runs varsity cross country and track, and plays recreation league basketball.

All of the coaches will be sharing coaching responsibilities on the deck and working very hard to ensure the safety and enjoyment of all the Watermocs. Please direct all questions, concerns, and suggestions you have during practices and swim meets to a Swim Team Board member so that our coaches can give 100% of their attention to our swimmers.

## Swim Team Board

The 'Watermocs Swim Team Board' manages the Watermocs. Please feel free to contact Swim Team Board members with questions, suggestions, or concerns you may have.

Position	Name	Phone	Email
President	John Rowell	703-777-5331	john.rowell@gmail.com
Vice President	Michele Malloy	571-918-0275	malloy_family@hotmail.com
Treasurer	Kelly Young	703-669-2736	dnkyoung@adelphia.net
Fundraising	Drew Hickman	703-771-9256	sbhickman@comcast.net
Volunteer Coordinator	Colleen Vaka	703-737-0098	colleen_vaka@yahoo.com
Spirit & Publicity	Susanne Mullan	703-443-1770	sumullan@aol.com
Concessions	Susanne Mullan	703-443-1770	sumullan@aol.com
	Kerry Anderson	703-443-9988	speechmast@aol.com

## Registration

Registration for the 2008 swim season will be held at the Woodlea Manor Clubhouse on Sunday, May 4 from 4-6 pm.

## Practice Schedule

Swimmers will begin the normal practice routine of Monday, Tuesday, Thursday, and Friday mornings beginning Thursday, June 19! Practices will be scheduled as follows:

8:00-8:45 am	6 & under*
8:00-9:00 am	7 to 10 year olds*
8:45-10:00 am	11 & over*

\*Age division at the practices is subject to change based upon the number of swimmers in each age group that register to swim with the team this summer.

Attendance is encouraged at all practices. It is up to the **coach's discretion** to determine if swimmers who miss practices will be allowed to swim at swim meets. Watermocs, you don't have to wait until practice begins to start swimming! We encourage all team members to get back to the pool and do some laps before practice begins!

## Meet Schedule

The swim meet schedule is as follows:

Saturday, June 21	Woodlea @ Kincaid Forest
Wednesday, June 25	Woodlea @ Belmont CC
Saturday, June 28	Leanah Run @ Woodlea
Wednesday, July 9	Potomac Station @ Woodlea
Saturday, July 12	Red Rocks @ Woodlea
Wednesday, July 16	Woodlea @ South Riding

## End of Season Meets

Saturday, July 19	Divisional Meets
Saturday, July 26	All Stars

Any changes to this schedule will be announced as soon as it is made available to us by Old Dominion Swim League.

## **Social Events**

An **Ice Cream Social** will be held for all Watermocs and their families on **Friday, June 20** from 6:00-8:00 pm at the Woodlea Manor Clubhouse. Ice cream with all the fixings will be provided. All new and returning Watermocs are encouraged to attend so they can get to know their teammates or get reacquainted with old ones. They can also meet their coaches. Parents please plan to attend, as Coach Kirsten will be discussing what to expect from our swim team this summer.

An **End of the Season Party** will be held for all Watermocs and their families. The date is **Sunday, July 20** from 5:00-8:00 pm. It's a fun filled evening. More information on this event will be forthcoming.

## **Parent Volunteers**

It takes LOTS of volunteers (about 30-35) to run our swim meets. Every job is important, but none requires too much training. **Each family is required to volunteer four times.**

Volunteer positions are:

**\*Starter/Announcer (Home Meets Only)** - Set up starter system, announce the Pledge of Allegiance and play National Anthem, announce each event, start each race, determine false starts, box up starter and return to the Meet Manager at the end of the meet.

**\*Referee (Home Meets Only)** – Works with the starter and all meet officials to ensure the smooth operation of the swim meet.

**\*Stroke and Turn Judges** - Attend one stroke & turn clinic prior to the season's start. Observe swimmers in your assigned lanes during each heat. Disqualify, in a fair and consistent manner, those swimmers who violate the current ODSL disqualification (DQ) standards. Raise hand to alert the Runner to pick up DQ card to deliver to score table.

**Head Timer (Home meets only)** – Coordinates timekeepers prior to the start of the meet. Will ensure that there is at least one timer from each team in each lane at all times; will review proper timing procedures with the timers before the start of the meet; conduct a practice timing session (to make sure all timers can use the stopwatches); and take over for any timer whose watch fails to start or otherwise malfunctions during a race. When swimmers are in their place, will give starter the OK to start heat. The Head Timer will coordinate an equipment sign in/out sheet, hand out and collect stopwatches, hold a container with extra pens; extra stopwatches, and extra heat winner ribbons.

**Timers** - Arrive at the meet 15 minutes prior to start of meet and be ready for the Head Timer's instructions. Report to the team area to receive your watch and then report to the timer's end of the pool in your assigned lane. Start your watch when the light flashes/bullhorn sounds and stop it when the swimmer in your lane touches the wall. If your watch malfunctions or fails to start, raise your hand to notify the head timer. Timers record all three times on the time card and indicate the official time by circling it. When three timers are timing per lane, the official time is the middle time of the three, unless two times are identical, in which case that time is the official time. When two timers are timing per lane, the official time is the average of the two times.

Each lane will have Heat Winner Ribbons that should be given out after each heat to the winner of that heat. One timer in each lane should designate himself as the distributor of the ribbon for that lane. *Note: Due to ODSL rule changes, timers are no longer permitted to put their hands against the pool wall to prevent the younger swimmers from hitting their heads during backstroke.*

**Heat Ribbon Runner** - Stand by the timekeepers for each heat, observe the heat, and immediately award a ribbon to the heat winner.

**Meet Set-up/Clean-up (Home Meets Only)** - It is the duty of this group to arrive at the pool at least 45 minutes prior to the start of the meet. Crew will be provided a layout of the pool area and should be familiar with where equipment is. They will set-up tables, chairs, garbage cans, and backstroke flags, rearrange any pool furniture as necessary, and tape down extension cords, all according to a checklist provided by the set-up coordinator. At the conclusion of the meet the crew takes down the backstroke flags, picks up any trash that the teams missed, puts all tables and chairs away, pulls up extension cords and tape, and returns the pool furniture to its proper places according to a checklist provided by the clean-up coordinator. This is a great job for Dads whose muscle we often need to carry tables to and from the clubhouse! We always try to leave the pool better than we find it.

**Runners** - Pick up the event cards, before each race, from the swimmers and to take them to the timers in the correct lane order. After each race they are to pick up the cards from the timers and take them to the scorers' table. This takes three people to keep the cycle working properly. When a runner picks up the cards for an event and delivers them to the timers, that same runner should wait there for the conclusion of that heat and pick up the same cards to take to the scorers; then that runner goes back to the starting end of the pool to go again. In this way, runners run cards for every third heat.

### **Ribbon writers**

**Scorers** - Keeps the score during the meets.

**Clerk of Course** - Places swimmers in the correct lanes prior to each race. Makes sure that each swimmer has the correct scoring card for each race.

**Ready Bench** – Lines the children up for events.

**Concession Sales (Home meets Only)** - The concession volunteers work directly with the Concessions Coordinator to help run the concessions at home meets.

**Floaters** – Help out where needed.

\*Starter, referee, and stroke and turn judges require training.

Our volunteer coordinator, Colleen Vaka, will be happy to answer questions about what is required for each job. Most volunteer positions need no prior swimming experience. Please sign up to volunteer at four meets on the volunteer form at registration. Thanks!

## **Concessions**

The Watermocs operate a concession stand at all home swim meets. This concession stand is both a convenience for swimmers and spectators as well as a fund-raising mechanism for the swim team. Please come and enjoy the wonderful goodies that we have to offer.

## **Communications/Hotline and Cancellations**

A 'blue swim team communications box' is kept in the lifeguard office at the pool. Each swimmer has a file folder in this box where swim team announcements and ribbons from swim meets will be placed. Please check your child's folder when you are at the pool.

**In most cases practice will be held in inclement weather unless the pool is closed.**

## **Vacation Notification**

There are Watermocs Absentee/Vacation Notification Forms in the front of the 'blue swim team communication box'. Please fill out one of these and place it in the coach's file folder as soon as you know your child will be unable to participate in a swim meet. It is a very complex task to make out a roster for a swim meet.

**Please give Coach Kirsten the courtesy of letting her know when your child will not be swimming so that the meets can run smoothly for the swimmers who are present. Coach Kirsten must be notified by Monday at noon if a child will not be able to swim in a Wednesday meet, and Thursday at noon for the Saturday meets.**

## **Watermocs News Splash**

A newsletter with important information will be distributed every week via email. It is very important that you check your email for updated information. You will find messages from the coaches, meet information, and updates on any swim team events.

## **Swimsuits**

Each team member is responsible for purchasing a swimsuit. We are using the same swim suits as last year. They will be black with blue trim and contain a Woodlea Watermocs logo. Swimsuits can not be exchanged or returned so please make sure that you order the correct size for your child. All swimmers may also use a solid black suit. We will have bathing suits available for purchase at registration. Additionally, we will have the same swim caps, which are blue and contain a Woodlea Watermocs logo.

The coach requests that all children have goggles. When choosing a pair of goggles, please keep in mind that they need to be sized accordingly. All swimmers with hair long enough to reach their eyes must wear swim caps for practice as well as meets. It is very difficult to learn proper stroke mechanics if a child is struggling with a mouth full of hair!

Coach Kirsten also **highly encourages** all swimmers to have a pair of child size swim fins for use during practice.

Don't forget to wear your Watermocs Team T-shirt to all swim events. Additional shirts will be available for purchase by team members and family members.

## **Expenditures**

The Swim Team Committee has made every effort to keep the registration fee as low as possible, without sacrificing the quality of your child's swim team experience. The 2008 registration fees are \$80.00 for the first child, \$70.00 for the second child, \$55.00 for the third child, and free for the rest. If for any reason your child withdraws from the swim team on or prior to June 15, you will receive a full refund of registration fees, less a \$25 processing fee.

Below is a list of team expenditures to help you to better understand where the registration fees are spent.

- Old Dominion Swim League fees
- Coaches' salaries
- Lifeguard salaries/training
- Insurance
- Backstroke flags
- Kickboards/Pull Buoys
- Meet equipment (timers, clipboards, etc.)
- Awards and Trophies
- Social events and incentive awards
- Repairs and administration (batteries, copies, etc.)

## **Team Sponsors**

One method of keeping registration fees down is to solicit corporate sponsors for the Watermocs. The Swim Team Committee is seeking sponsors or any local business establishments who would like to advertise in our programs. Also, many companies sponsor community events. Please make an effort to see if your employer is willing to sponsor the Watermocs. If you own your own business, a sponsorship will demonstrate your commitment to the community and show your appreciation for the business our neighbors bring you. Please contact Drew Hickman, 703-771-9256, if you or your company is interested in sponsoring the Watermocs. Thanks for your consideration!

**DIRECTIONS** – to away pools can be found at [www.ODSL.net](http://www.ODSL.net) and click on **Pool Locations**.