



Kentwood Aquatics Club

**Parent Handbook
2012 Winter Season**

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Welcome Swim Team Families:

We are very excited to offer Kentwood Aquatics Club swimming in your community pool. Within this handbook you will find pertinent information for you and your child regarding the Kentwood Aquatics Club. We hope you find this information helpful throughout the Swim Season.

We want to encourage young athletes to pursue and attain personal goals as well as gain satisfaction that comes from being a part of a team. It is the job of the coaches to teach and encourage in all areas of swimming, including sportsmanship, teamwork, sound work ethics and the love of competition. In this, we hope your child will grow in his or her own personal achievements.

We feel that swimming is a great activity, a super age group sport and a fun team experience. We hope to promote all of these aspects while your child is a member of the Kentwood Aquatics Club. With your help and encouragement your child can benefit from this sport in all these ways.

Remember, while winning is important, it is not everything. We hope you will encourage your swimmer to set personal goals and feel good about their own personal accomplishments. Parental encouragement is essential for a team and/or coach to succeed.

Kentwood Aquatics Club

Coaches and Parent Committee

Mission:

To provide young people with positive experiences through competitive swimming that will last a lifetime.

The coaching staff believes that the following concepts are of great value to our student athletes. As an organization, the Kentwood Aquatic Club (KAC) will strive:

- To develop proper stroke mechanics and competitive technique
- To teach and emphasize good sportsmanship
- To increase self esteem and motivation, to encourage hard work, goal setting, and goal achievement
- To instill the values of dedication, commitment, and team loyalty
- To encourage swimmers to strive for their personal best
- To provide an environment for our swimmers to reach their maximum potential
- To provide swimmers with the foundation to be successful competitive swimmers in middle school, high school and beyond.

Vision:

Beyond mastering skills and achieving physical fitness; our swimmers will gain confidence, sportsmanship, discipline, commitment, and an understanding that success results from hard work and goal setting. They will learn the value of being part of a team. Our aim is to make swimming an important and enjoyable part of our members' lives. Parents are encouraged to be actively involved in many aspects of the team.

KAC Structure

The Kentwood Aquatics Club (KAC) is an age group swim team for both boys and girls from ages 6 to 14, or 6 to 18 in the summer. KAC is a non-profit, Kentwood community based program. The program is organized under the sponsorship of Kentwood Public Schools. The team participates in competitive swim meets with other teams in the West Michigan Swim League. These meets are not MHSAA sanctioned or affiliated activities, but rather are a district related activity. Members of KAC are trained to compete against other children of the same sex and age. The swimmers are assigned to the 8 & under, 9&10, 11&12, 13& 14, or 15 & up age group, based on swimmer's age on the date of the WMSL A Meet for that season (as a community organization) uses the Kentwood Aquatic Center (at the East Kentwood High School campus) on a seasonal basis for practice sessions and swim meets.

KAC is jointly run by a Parent Committee comprised of parents of swimmers participating in our program, the Coaches, and Kentwood Public Schools. Coaches are hired by Kentwood Public Schools and the business affairs are coordinated through Kentwood Public Schools. Their contact information can be found above.

Coaching Staff

Head Coach	Josh Welles	Ph: (616) 490-2895
Asst. Coach	Jessie Wortman	Ph: (616) 350-0034
Asst. Coach	Brian Vigna	Ph: (616) 635-8976

Parent Committee

President	Jeff Heinze	Ph: (616) 698-2163
Vice President	Don Pezzato	Ph:
Treasurer	Brian Moore	Ph:
Secretary	Chris Hedlich	Ph: (616) 446-1763

Parent Volunteers

The success of our program depends on parent volunteers assisting the coaches, working with Kentwood Public Schools, and helping in coordinating KAC activities with the Kentwood Aquatic Center Director. KAC welcomes all parents who wish to volunteer for as much as they can. It is a great opportunity to be a participant in the meets, provide input to the program, and show support for your children swimmers. We will have sign up sheets before each meet. We appreciate it if you can volunteer for at least one or more swim meets. We have a number of positions that need parents to assist with and these are described below.

TIMERS: You are used as a backup to the electronic timing system. You will use a stopwatch to time the swimmer. If the scorer's table does not get a clear time, you will be asked for the stopwatch time. A head Timer will run through the process before each meet. Substitute timers are needed to give other timers a break of if someone needs to leave.

RUNNERS: You distribute water for coaches, marshallers, timers, scorers table and meet officials. You may be asked to spell timers, or assist coaches or marshallers. .

MARSHALLERS: You round up the swimmers for an event, and make sure they are in the correct line-up the correct event, heat and lane. You will line up swimmers for several heats at a time. This is a coordinated effort of the coaches (from both teams), the official and you.

ANNOUNCER: This person will be responsible for announcing the event prior to the start of each event. This person will also announce the last name & lane number during the event. This person could also announce the score throughout the meet. You will be on the pool deck and work with the scorekeeper and official.

SCOREBOARD: This person assists in running the scoreboard, by advancing the events in the computer.

CONCESSIONS: These people work closely with the concession manager. You need to be at the pool about ½ hour before warm-ups. You will help to sell and distribute food and beverages. We will

alternate volunteers as much as possible. We make every attempt to allow you to see your child swim and are willing to take 'short time' volunteers. You may also be asked to remain after the meet and help close and clean the concession area. Concession proceeds go directly back to KAC to fund activities and costs of operating KAC for the benefit of the swimmers. We will ask for contributions of items from parents and appreciate any and all contributions that families can make. We will provide a list of suggested items for those who can contribute to concessions.

Home Pool

The Kentwood Aquatics Club practices at East Kentwood H.S., in the Kentwood Aquatics Center. This is also the home pool for any KAC home meets/events.

Pool address:

East Kentwood High School, Kentwood Aquatics Center

6230 Kalamazoo Ave. SE

Grand Rapids, MI 49508

Phone: 616-698-6700

Practice Schedule

Practices, generally, are held in the evenings at the Kentwood Aquatics Center beginning 6:30p.m. Practice times for the different age groups are posted on the group's website, at least two weeks in advance (www.KentwoodAquaticsClub.com), and on the bulletin board in the team room. Inquiries can be sent to kacpredators@KentwoodAquaticsClub.com.

Swimmers should attend as many practices as possible. Each practice session will emphasize a different aspect of swim technique and provide a continuing opportunity to improve physical conditioning. We strongly recommend swimmers attend the Friday practice before a Saturday swim meet. Swimmers need to notify coaches by the **Thursday prior** to the meet if they will be absent so coaches know who will be attending and can develop a proper meet lineup. In general, Wednesdays are not used as practice days. However, we may be swimming on Wednesdays if the pool is unavailable on our normal practice days.

Classics & Invationals

There are opportunities available for your swimmer to attend additional competitive events. These events are not mandatory but are highly encouraged. The swimmer gets to pick his/her own events and may pick from four to six events. There is a charge for each event, generally from \$3.00 - \$4.00 per event. These are good opportunities for your swimmer to try a new stroke and to assess his/her own goals. You must pre-register for these events. Sign up sheets will be available from the coaches. PLEASE RETURN ENTRIES TO YOUR COACH BY THE DUE DATES POSTED ON THE SIGN UP SHEETS. Invitational meets are posted on the schedule.

Dual Meets

Dual meets are competitions between two teams of about the same size. The West Michigan Swim League has four summer divisions.

Division I	Division II	Division III	Division IV
East Grand Rapids	Holland (MLA)	G.R. Gators	Northview
Hudsonville	Kentwood	Grandville	Thornapple Kellogg
Jenison	Zeeland	Rockford	Ludington
West Ottawa	GRNSA	Hamilton	Grand Haven

Each swimmer will usually be entered in a maximum of two relays and two individual events by the coaches. Each team is allowed only three scoring swimmers per event. The team is allowed to enter additional swimmers in an event but they must swim “exhibition” and are not scored. Even though they are not scored, the times achieved for exhibition swims are recorded and will count toward seeding during the championship meet.

While it is nice to finish a meet with more points than the other team, this is secondary to each swimmer’s progress and achieving our goal of having every swimmer get a time recorded in every event. We encourage parents and swimmers to join the coaches in evaluating the time that was swum and the improvements that were made rather than the place taken in a race. There are no additional fees for these events.

The coaching staff will place your child in his/her events. Please understand that while your child’s wishes are considered, we cannot always honor special requests for events. Your child is part of a team and will be placed according to need and ability. Each swimmer may compete in a total of four events, no more than two of which can be individual events. The coaches will place swimmers in events according to their previous times and where they feel the swimmer will make the greatest contribution. If there is an event you would like your child to swim, let your coach know in advance and we will do our best. Please understand that if a member of your child’s relay does not attend the meet, we may have to scratch that relay. We will try to replace the swimmer, but numbers do not always allow for this. That is why it is very important to alert the coaches if your swimmer is unable to attend a meet.

Championship Meets

Conference meets are separate from dual meets but do not require an additional fee. Our practice routine and training schedule is designed so that swimmers will attain all of the skills they need to perform at their peak at the championship “A” meet and “B/C” meet. Placements at these meets are based on individual times. Swimmers will attend the A meet if they can swim faster than a pre-determined cut off time. These times are attached for your reference. Your swimmer need only qualify in one stroke to attend the “A” meet. Those who do not attain a cut off time in any event will attend the B/C meet. Therefore, please understand that if a swimmer swims at the “A” meet they will not swim at the “B” meet. The purpose of this is to give all swimmers the opportunity to swim competitively against other swimmers of equal ability in a conference meet. There are many ribbons and medals swimmers have a chance to win at each meet. Team scores are kept at the A meet. No team scores are kept at the B/C meet. The KAC coaches strongly encourage those who don’t make the A meet cut off times to make sure they attend the B/C meet. This meet is perfect for developing swimmers and is great fun. Both the A meet and the B/C meet will award best time ribbons and heat

winner ribbons when swimmers leave the pool. Swimmers may only compete in three events and only two may be individual.

Qualifying for Championship Meets:

The qualifying time standards for the A, B and C championship meets are shown below. These meets are the culmination and final events of our season.

To qualify for the A meet, a swimmer must swim faster than the A qualifying time in any **one** event. If the swimmer meets or exceeds the A time in any one individual event, then the swimmer shall swim at the A meet championship. If the swimmer qualifies in multiple events, please consult with the swimmers coach to determine which events to enter. Each swimmer may swim only two individual events, and one relay (max). If a swimmer only qualifies in one event, the swimmer will be allowed to swim a second individual event even if that swimmer has not met the time standard.

The B/C meet is for swimmers who have not met any A time standard. The meet is run with separate B and C heats. Swimmers not meeting the B standard will swim in C heats. Swimmers will be allowed to swim only two individual events and one relay. There is only 1 free relay at the B/C meet so relay swims are limited. Swimmers are assured two individual events at the B/C meet.

A Meet Awards:

Relays: Medals 1st-3rd, Ribbons 4th -6th
Individual: Medals 1st-6th, Ribbons 7th -12th

B Meet Awards:

Relay: Ribbons 1st-3rd
Individual: Medals 1st-6th, Ribbons 7th -12th

C Meet Awards:

Relay: None
Individual: Ribbons 1st-12th

West Michigan Swim League 2008-2009 Winter Qualifying Times – 8 & Under		
Event	Girls	Boys
25 FREE (A)	21.79	21.79
25 FREE (B)	25.79	25.79
25 FREE (C)*	25.80	25.80
25 FLY	27.39	28.79
50 FREE	48.49	48.79
25 BACK (A)	25.89	26.89
25 BACK (B)	34.79	34.79
25 BACK (C)	34.80	34.80
25 BREAST	26.99	28.39

West Michigan Swim League 2008-2009 Winter Qualifying Times – 10 & Under		
Event	Girls	Boys

200 FREE	3:07.99	3:07.99
100 I.M.	1:40.99	1:40.99
50 FREE (A)	37.99	37.99
50 FREE (B)	45.59	44.19
50 FREE (C)	45.60	44.20
50 FLY	48.59	51.09
100 FREE (A)	1:28.99	1:28.99
100 FREE (B)	1:35.09	1:35.09
100 FREE (C)	1:35.10	1:35.10
50 BACK (A)	46.09	47.09
50 BACK (B)	56.49	57.49
50 BACK (C)	56.50	57.50
50 BREAST	48.49	49.49

West Michigan Swim League		
2008-2009 Winter Qualifying Times – 12 & Under		
Event	Girls	Boys
200 FREE	2:57.99	2:57.99
100 I.M.	1:28.99	1:28.99
50 FREE (A)	32.89	32.89
50 FREE (B)	39.49	39.49
50 FREE (C)	39.50	39.50
50 FLY	40.49	43.99
100 FREE (A)	1:17.99	1:17.99
100 FREE (B)	1:27.99	1:27.99
100 FREE (C)	1:28.00	1:28.00
50 BACK (A)	40.49	42.49
50 BACK (B)	50.49	52.49
50 BACK (C)	50.50	52.50
50 BREAST	42.49	45.49

WMSL 2012 Winter Meet Schedule

Unless noted otherwise, all meets will have an 8:00 am warm-up and 9:00 am start time. Please do your best to be on deck by 7:30am to allow time to prepare the swimmers for the meet. Please check the website (www.KentwoodAquaticsClub.com) for date and time changes.

Date	Meet	Location
Jan. 7	KAC v Zeeland	Zeeland
Jan. 14	KAC v GRNSA	KAC
Jan. 21	KAC v MLA	Holland
Jan. 28	KAC v GR Gators	KAC
Feb. 4	B Meet	Jenison
Feb. 10	A Meet (11 & older)	Rockford
Feb. 11	A Meet (10 & under)	Grandville

League Rules

There is a no jewelry rule in the WMSL. If your child is considering piercing an ear, please delay until after the season. All jewelry must be removed during competition.

TEAM SIZE: This year we expect to have many registered swimmers. The pool may look crowded to you at times but each coach is developing plans to help everyone become competitive swimmers throughout the season. We've been through this many times before. Be patient as we get the kids organized and help out if you can. If you would like to help out on deck, talk to your coach first.

Transportation

Swimmers need to make their own travel arrangement to away meets. Car pools are encouraged.

How To Stay Informed

Email: We will communicate extensively via email. Please watch your email closely for the latest information and communication. Periodic emails will be sent to inform parents of upcoming events and team information. Please keep your email address current with KAC.

Website: www.KentwoodAquaticsClub.com. Email communication will be posted as timely as possible on the website.

Team Room Bulletin Board: We also have a KAC bulletin board set up at the pool. This is located in the coaches' room. Notices and KAC information will be posted.

Ask Questions: The coaches are always willing to help and answer questions. If possible, please speak to the coaches prior to practice or following practice. Please be considerate of the children who need their attention during scheduled practice times.

PLEASE ask! Swimming is new to a lot of families and if you do not understand something, please do not hesitate to ask. We are here to help you, please talk to us. I am just not happy with how this is going. Please do not keep this to yourself. Share your concerns, praises, etc.

Equipment

SWIM & TEAM SUITS: All swimmers are required to wear proper swim suits when in the pool. Do I have to buy a special suit? Team suits will be available for purchase. These are not mandatory. We do recommend that your swimmer have two suits – one for practice and one for meets. Our team suit color is black with red trim. We will have a parent volunteer organizing a one time suit purchase as a team. Please check the news letters for more information.

GOGGLES: Goggles may be sold by KAC at a reasonable cost. There are tons of lost goggles over the season. The excess over cost will go to the team for awards and banquet at the end of the season. **WRITE YOUR NAME ON THE STRAPS AND KEEP WRITING WHEN IT FADES.**

What to bring to practices:

Unless noted by the coaches, each swimmer should bring the following items for practices.

- Swim suit
- Goggles
- Swim cap
- Swim deck shoes (NO STREET SHOES)
- Positive, can do attitude.

What to bring to swim meets:

- All of the items that you normally bring to practice
- Pack a small blanket they can sit on.
- They should have a sweatshirt and/or sweatpants to wear between their events to stay warm.

- Have a towel to dry off with and one to cover up with.
- Bring activities such as handheld games, books to read, coloring books and colors, etc. so that they have things to occupy their time. Tell them to put their activities back in the bags and zipped up when leaving their area for safekeeping.
- If you know there will not be concessions, pack some healthy snacks (grapes, bananas, crackers, yogurt, etc.).
- An extra pair of goggles are preferable.
- A cap is a **MUST** for any female swimmer or male swimmer with long hair.

Lost & Found

We really do not have a lost and found box. Stuff left in the locker rooms will probably just stay there unless someone else takes it. Sometimes clothes end up on the floor of the pool office. Please make sure your kids take all their stuff when they leave. Especially goggles. Coaches will try to collect lost goggles after practice.

Safety / Security

Below is a list of safety rules. Please go over them with your child. One of the major items to cover with your child is that NO diving into the pool will be allowed. Diving into shallow water is not permissible and any child who dives and hits their head on the bottom of the pool will need to be evaluated by a doctor. Please make sure your child understands this rule. Parents should notify coaches if their children have special medical conditions. If asthma is a possibility, the proper medication should be available nearby on the deck. If your child is ill, please do not allow them to attend practice. Parents may escort the swimmers to the pool area, but due to space limitations, we cannot allow additional family members to stay. After the first week of practice, we hope that your child can make it to the pool deck on his/her own.

- All swimmers must enter the pool through the coach's room and use the "competition" locker rooms on the South side of the pool.
- Always check in with coach, or the assistant coach
- Stay in pool area, don't leave during practice.
- Only pool deck shoes may be worn on the pool deck (no street shoes)
- No food or glass on the pool deck
- Parents may escort their swimmers through the locker rooms.
- All clothing must be kept locked, or brought onto the pool deck.
- Swimsuits must be worn. No cut offs.
- We are viewed as a community program, thus we must rent the pool.
- We are not allowed to use the smaller community pool.

- We are not allowed to use the community lockers.
- We will not be allowed to use the PE lockers.

Weather Alerts / Closures

- During bad weather or possibilities of bad weather, check the local news stations for information on weather alerts or warnings.
- If there is a problem at the pool, the pool staff may close the pool, please make sure to let your swimmer know what your plans are in case of unplanned closures.
- If Kentwood Public Schools are closed, the Kentwood Aquatics Center will also be closed.
- Again, check the local news stations for information on closures.

FAQ'S

Participation in swimming can be very exciting and rewarding for an athlete. At the same time, it is an athletic event in which injury may occur if proper training and conditioning are overlooked. Your child's health and safety will always be at the forefront of training. With this in mind, it is in the best interest of your child during the beginning few weeks of regular training to try to attend all practice sessions. In addition, swimmers who fully participate in practice do better during the season and reduce the risk of training injuries. If your child cannot attend a practice session or meet, please notify the coaching staff in advance so your child's training can be adjusted.

What is a Scored Event? Three swimmers per team compete in "scored events" for each event. A scored event is where a swimmer earns points for the team. Each coach will place their swimmers in the events for which they are most needed.

What is an Exhibition Event? Since space is limited in scored events, exhibition events allow all swimmers the opportunity to participate. An exhibition event is where the swimmer swims to achieve his best time. Points are not awarded for exhibition events; however, ribbons are given to the top three finishers of each event. Not only does this give the swimmer "meet experience", but also gives the coaches a good indicator of the swimmer's progress.

How many races can my swimmer swim? Each swimmer is eligible to swim up to four events, no more than two of which may be individual events. The coaches will place each swimmer in an event according to their previous times and where they feel they will make the greatest contribution to the team. It is very important to remember when your child is assigned on a relay team, there are 3 other swimmers depending on that relay team and without all 4 swimmers, you cannot swim the event and have it count in a race.

What is a relay? A relay is where four swimmers each take a turn swimming a leg of a race. The swimmer in the water has to touch the end of the pool before the next swimmer can go. It is very important that all four swimmers are at the meet; otherwise, the race cannot count for points. Please let a coach know if you cannot make it to a swim meet.

What is an Individual Medley? An Individual Medley is a race where one swimmer does all four strokes in one race in the following order: Fly, Back, Breast and Free.

What Equipment does my swimmer need? Each swimmer on the team definitely needs a suit and a pair of goggles. It is preferable to have a meet suit and a practice suit and two pairs of goggles (just in case one breaks). If you have a female swimmer, or boy with long hair, a swim cap is a must!! It keeps hair out of their eyes and keeps hair from being damaged. Suits, T-shirts, and sweatshirts may be ordered from a member of the Parent Board

Does my Swimmer need to attend every meet? No, your swimmer does not need to be at every meet, but it is helpful if they can be there. We understand that there are times that there are other plans. Please let a coach know if you cannot attend, so that they are not placed on relays where three other swimmers are counting on your swimmer being there.

What do I need at swim meet for my swimmer?

- Pack a small blanket they can sit on.
- They should have a sweatshirt and/or sweatpants to wear between their events to stay warm.
- Have a towel to dry off with and one to cover up with.
- Bring activities such as handheld games, books to read, coloring books and colors, etc. so that they have things to occupy their time. Tell them to put their activities back in the bags and zipped up when leaving their area for safekeeping.

- If you know there will not be concessions, pack some healthy snacks (grapes, bananas, crackers, yogurt, etc.).
- Two pairs of goggles are preferable.
- Once again, a cap is a MUST for any female swimmer or male swimmer with long hair.

What are Dual Swim meets? Dual Swim meets are between our team and another team in our division of the West Michigan Swim League. Dual Swim Meets will be normally held on Thursday mornings. There is no fee for these swim meets. The coaching staff will place your child in his/her events. If you would like to see your child swim a particular event, please contact his/her coach **and they will try to accommodate your wishes.** The success of our program depends on the participation of your swimmer. Please try to attend all of the meets. It is very important that the coaches know as soon as possible (or at the Monday practice) if your child will not be at a swim meet. If your child does not show up for a meet without notifying a swim coach, this could hurt a fellow swimmer by not having enough swimmers for a relay team. If your child becomes ill the evening before or a couple of hours before the meet please call and let one of the coaches or another parent know. Each dual swim meet will generally run about 3 hours.

What is an Invitational? An Invitational meet is where the swimmer chooses to participate or not. It is a fundraiser for the host team to help build their program. It is an opportunity to swim against other swimmers from the area that we may not compete against otherwise. It also gives the coach an opportunity to have the swimmer swim events they might not have the chance to swim. Each event costs a certain dollar amount and the swimmer chooses the events they want to swim.

Code of Conduct

As an athlete and parent representing the Kentwood Aquatics Club Swim Team (KAC), we (swimmer/Parent) recognize and agree to conform to the following Code of Conduct at all times while representing KAC.

- Act and conduct myself with dignity and with respect for others and the property of others.
- Dress in a manner suitable to my position as a representative of the KAC Swim Team.
- Be humble in victory and courageous in defeat
- Offer congratulations to opponents, win or lose, and to cheer on KAC teammates.
- Always teach and practice good sportsmanship
- Promote positive team spirit and morale.
- Be a responsible, goodwill ambassador between the sport of swimming and the public
- Strive to do our best and encourage all team members to do the same.
- Deal justly, kindly, impartially and intelligently with all fellow team members and parents.
- Will not cause any physical harm or threaten physical harm to a fellow team member, coach , parent or competitor.
- Will not cause any verbal harm to a fellow team member, coach parent or competitor.
- Will not behave in a manner that, in the opinion of the coaches or team representatives, is contrary to normally accepted behavior
- Supervise and follow the Kentwood Aquatics Center rules regarding behavior for those that are observing practices and meets.

We understand that violation of any of these may cause the swimmer to be sent home and subjects us to dismissal from the team. This Code of Conduct remains in effect as long as we are affiliated as a swimmer and parent of the Kentwood Aquatics Club.

Parent _____

Date _____

Swimmer _____

Date _____