



PHILOSOPHY

The Pas Roadrunners Swim Club swimming program is founded on the belief that swimming offers an exciting and valuable experience in a young person's life. In a program that is well directed, every participant can gain from their own experiences, whether or not he or she wins a single race. It is for this reason that the following objectives have been adopted:

1. To provide opportunities for social and emotional development.
2. To furnish a wholesome and worthwhile physical and recreational outlet.
3. To provide the opportunity to learn sportsmanship and make swimmers aware of team cooperation and pride.
4. To provide opportunities to learn good health habits.
5. To provide training and competition to all swimmers and all levels consistent with ability, desire and performance levels.
6. To provide the opportunity to gain self-esteem and worth by making a commitment to the sport.
7. To learn a sport that can be enjoyed always.

The coaching staff wishes to encourage open lines of communication between coaches, swimmers and parents. Just as the coaches act as a team to further the interests of The Pas Roadrunners Swim Club, so must parents, swimmers and coaches from the team. The coaching staff will be open and honest regarding our plans and philosophies, and hope you will be equally open and honest regarding your questions and concerns. When you do have a question, go to the source. We encourage and expect questions and comments, so don't hesitate.

The Pas Roadrunners Swim Club aspires to be a great swim club, full of fast swimmers and positive thinkers. There is a place, however, for everyone. We hold in high esteem the swimmer who tries, stays positive and motivated, but who may never win a single race, ribbon or medal. We also recognize that not everyone wishes to be an Olympic Champion. We hope to treat swimmers with respect and compassion, to treat them fairly and to guide them to be the best they can be.

CLUB INFORMATION

1. THE PAS ROADRUNNERS SWIM CLUB SWIMMING LEVELS

The designated swimming levels are intended as guidelines with swimmers being placed at swimming levels based on the discretion and recommendation of the head coach in consultation with his/her coaching staff.

1.1 DEVELOPMENT LVL 1

Requirements:

This an entry-level group for beginner swimmers. Swimmers should be independent swimmers, comfortable in the deep-end, with the ability to swim 25m on front or back. Level 4 Red Cross is strongly recommended.

Expectations:

Swim up to three times a week, and begin to acquire basic swim stroke mechanics for freestyle, backstroke, and breaststroke. Swimmers are introduced to the competitive turns, and dives. The focus is on fun and learning the basic stroke technique.

1st and 2nd year swimmers.

1.2 DEVELOPMENT LVL 2

Requirements:

Swimmers should have basic proficiency in freestyle, backstroke, and breaststroke and a basic endurance of at least 50m.

Expectations:

Swim up to three times a week, and begin to acquire basic swim stroke mechanics for all strokes, in order of importance, freestyle, backstroke, breaststroke, and butterfly. Swimmers should begin to demonstrate the ability to perform competitive turns, and dives. Swimmers are working on building endurance up to 100m and demonstrate a willingness to race.

Usually 2nd-3rd year of swimming.

1.3 DEVELOPMENT LVL 3

Requirements:

Swimmers should have the basic ability to swim all four strokes, turns, starts, and endurance to swim 100m for freestyle.

Expectations:

Swim up to three times a week. These swimmers are still very much concentrated on improving technique, but are also introduced to more rigorous training, and race strategy.

Usually 2nd or 3rd year of swimming.

1.4 – COMPETITIVE LVL 1

Requirements:

Swimmers should be fully proficient in all strokes, turns, dives, and able to swim 200 free under 4mns and 100IM under 2mns.

Expectations:

Swim up to 5 hours a week, plus dryland. Swimmers are expected to be motivated and ready to work hard. Focus is still very much on improving technique, but also getting faster through speed work, cardio endurance, and strength training. A far greater fitness level is required for this group, and a desire to train to race. The key to success in this group is attendance, focus, and effort.

Comp 1 swimmers are seeking to qualify for Junior A provincials.

Usually 11 years and up.

1.5 - COMPETITIVE LVL 2

Requirements:

Comp 2 is for A or AA qualifiers. This group is for the highly motivated and committed swimmer ready to train at a high volume and intensity. These swimmers are expected to truly push themselves both in the pool and dryland.

Expectations:

The focus is on improving detailed technique, and race strategy in order to compete at an elite level.

Usually 12 and up.

2. COACHING STAFF

Our coaching team will be under the direction of the Club Head Coach, who organizes the practice format and monitors the performance of each swimmer. The head coach will be assisted by a staff of assistant coaches.

All TPRR coaches are subject to criminal records and child abuse registry screening. In addition TPRR coaches are members of the Manitoba Swim Coaches Association (MSCA) and Canadian Swim Coaches & Teachers Association (CSCTA). As a registered coach with Swim Manitoba TPRR coaches are required to complete a “Respect in Sport” program and need to attain specific training and certification as prescribed by Swim Natation Canada.

3. SWIM MEETS

Swimmers participate in a number of out-of-town swim meets during the season based on their ability, gender and age. Swimming in Manitoba is divided into different levels of ability, “A” and “AA”, based on published time standards which can be found at www.swimmanitoba.ca. Provincially recognized age groups by gender are defined in the published time standards.

Through these divisions children will be competing against others who have approximately the same skill level and ability. Achieving specific time standards may be required to attend higher-level meets.

A meet schedule is developed at the beginning of the season; however, it is subject to change as information becomes available. Parents will be advised of the swim meet details as they become available and swimmers can elect to or not to attend these meets. They are great fun as children make new friends and gain valuable experience. The technical packages for all swim meets in Canada can be found at www.swimming.ca under Events & Results > Meet List & Results.

Each year The Pas Roadrunners Swim Club hosts a swim meet in The Pas. As the host of a swim meet TPRR is responsible for supplying the required officials necessary to conduct a successful meet and depend on TPRR parent volunteers. Our local meet is an excellent opportunity for swimmers to attend a swim meet and gain experience for future swim meets. Our inability to supply the required number of officials will impact our ability to host this meet.

Given the nature of a swim meet most parents/guardians will be in attendance at the pool with their child for the duration of the meet, so why not volunteer to ensure a successful meet for your child. Officiating can be fun and you can progress through the levels as your child continues to swim. All swim clubs depend on parent volunteers to host swim meets and welcome your participation in any capacity, returning the favour when your club hosts a meet.

3.1 TYPES OF SWIM MEETS

3.11 Club Invitational/12&U League

These meets allow all swimmers to participate. These meets can range from one day, one session meets to 2 1/2 days with multi-sessions per day. These meets offer a wide variety of strokes and distances. Development swimmers in their first year or two may be limited in terms of event selection due to ability level. Some of these meets may have a separate 12 & Under League session for development swimmers to participate in shorter races of 25m and 50m distances. Or, the 12 & Under League events may be integrated within the meet.

These meets can be limited to clubs invited by the host club (i.e. “closed”) or “open” to all interested clubs. All events are swum as timed finals and are subject to entry fees, as set by the host club. The entry fee may be either a flat fee or a per event fee and include SNC and SNM participation fees and SNM officiating fees and the responsibility of the swimmer.

3.12 Club Invitational

These meets are for swimmers who have some experience in competing and may or may not require the participants to have achieved a specific qualifying time in order to swim a particular event. They can be “open” or “closed” and can be Timed Finals or Championship format with preliminaries and finals. They are subject to entry fees, as set by the host club and all times achieved are official. The entry fee may be either a flat fee or a per event fee and include SNC and SNM participation fees and SNM officiating fees and are the responsibility of the swimmer.

3.13 Junior Provincial and 10 & Under Championships

This is the Provincial Championship meet for swimmers who have achieved “A” time standards and is open to clubs from other provinces. The number of events in which a swimmer can participate are subject to the number of “A” time standards they have achieved and the number of bonus swims permitted as per the published technical package for the meet. Any swimmer who has achieved an “AA” time standard in an event is no longer eligible to swim this event at the Junior Provincial meet.

This meet follows the Timed Finals format and is held twice a year, first in a 25 meter short course pool and again in a 50 meter long course pool. The applicable entry fees are the responsibility of the swimmer.

3.13 Junior Provincial and 10 & Under Championships continued

In addition, each swim club attending Junior Provincials is required to provide the same percentage of volunteers for the event as they have swimmers participating. For example 10 swimmers participating out of 200 total swimmers equates to 5% of the necessary volunteers. Parents/Guardians of swimmers can volunteer in various capacities including Officiating, helping with set-up and take-down, hospitality, etc. Information relative to the Club’s mandatory volunteer commitment can be found in the swim meet’s published technical package

3.14 MAN/SASK Championships

This is a combined Provincial Meet (Manitoba and Saskatchewan) for swimmers who have achieved “AA” time standards and is open to clubs from other provinces. The number of events in which a swimmer can participate are subject to the number of “AA” time standards they have achieved and the number of bonus swims permitted as per the published technical package for the meet. This meet follows the Championship format with preliminaries and finals and is held twice a year, once in Manitoba and once in Saskatchewan and once in a 25 meter short course pool and again in a 50 meter long course pool. The applicable entry fees are the responsibility of the swimmer.

Parents/Guardians are asked to volunteer to ensure the success of this meet, regardless of where it is held (i.e. Manitoba or Saskatchewan). Any mandatory volunteer commitment will be published in the swim meet’s technical package.

3.2 SWIM MEET FEES

The entry fees are the responsibility of the swimmer and are non-refundable and due upon registration in the applicable meet. Even if a swimmer “scratches” from an event or does not attend the meet the fees are still payable to the host club and the responsibility of the swimmer. Please reference Article 6.3 of The Pas Roadrunners Swim Club By-Laws.

3.3 OFFICIATING AT SWIM MEETS

To help fill TPRR’s volunteer/officials’ positions for our local meet and to assist Swim Manitoba (SNM) with officiating and volunteering when hosting the Junior Provincials and MANSASK, TPRR offers officiating clinics for positions such as *Timer, Stroke & Turn Judge, Starter*, etc. typically just prior to our local meet. If there is sufficient interest TPRR may also host additional clinics throughout the swim season.

In addition, SNM conducts officials' clinics throughout the swim season. Many opportunities will be available to take clinics and to also get on deck experience. We encourage parents to help at as many swim meets as they can to relieve the burden on officials who work every meet and every session. All Swim Manitoba clinics are held at the Pan Am Pool in Winnipeg and are free. Please visit the Swim Manitoba website at www.swimmantioba.mb.ca for additional information regarding officiating clinics.

3.4 TRANSPORTATION AND ACCOMODATIONS

Typically all expenses incurred to transport a swimmer to and from an out-of-town swim meet is the responsibility of the parent/guardian. Members can travel together and share the costs to reduce the expenses incurred to attend a swim meet. During the swim season the Board may determine it appropriate to allocate one swim meet as a "Team Travel" meet and therefore coordinate travel arrangements for all swimmers and coaches travelling to the meet. This would include coordinating travel arrangements, accommodations and chaperones. The swim meet chosen for team travel and the applicable costs and guidelines will be communicated to all members accordingly.

4. CODE OF CONDUCT

The Code of Conduct applies to every individual associated with The Pas Roadrunners Swim Club (hereinafter referred to as the "Swim Club"), in the course of all Swim Club activity, including every swimmer, coach, parent/guardian, family member, official and volunteer (all of whom are hereinafter referred to as the "member").

4.1 CONDUCT

Each Swim Club member shall:

- Act in a manner that brings credit to the Swim Club.
- Demonstrate courtesy, respect, good sportsmanship and co-operation with athletes, coaches, officials, chaperones, volunteers and members of the public.
- Demonstrate respect for public and private property, including pool decks, change rooms, viewing stands, vehicles of transportation, lodging and other facilities used or accessed while participating as a Swim Club member.
- Uphold Swim Club rules, policies, practices and protocols as they may be amended from time to time, which can be found posted on the Swim Club website: <http://www.tpr.ca/>.
- Obey applicable laws.

No Swim Club member shall take part in the following activity or behaviour while engaged in a Swim Club activity:

- Consumption of alcoholic beverages or tobacco.
- Bullying or harassment of any type and through any media.
- Sexual fraternization.

4.2 PRACTICE POLICY

Each Swim Club member shall:

- Attend practices as much as possible (improvement comes with practice).

- Be prepared. Goggles and swim caps for swimmers with long hair are mandatory. (2 suits, 2 goggles, towels, water bottle).
- Wear appropriate training swimwear. One piece suits for girls and swim jammers or briefs for boys (i.e. no bikinis or board shorts).
- Be on time (even better to be early and stretch) and get in the water on time.
- Pay attention to your coaches (look and listen).
- Pay attention to what you're doing (do the right set, drill, pacing, technique and turns).
- Respect your coach and team mates.
- Follow all Pool Rules (no spitting, no pushing/shoving, no roughhousing, no swearing, no vandalism, etc.)
- Try YOUR Best!

4.3 SWIM MEET POLICY

Each Swim Club member shall:

- Be prepared (race suit, back-up suit, towels, 2 pairs of goggles, caps, TPRR gear, water bottle, food)
- Wear appropriate swimwear, which includes one piece suits for girls and swim jammers or briefs for boys.
- A TPRR swim cap and goggles are mandatory.
- Be on time for warm-up, better yet, be early.
- Be sure to do the proper warm-up, practice turns, and dives/sprints
- Stay on deck and cheer on your team mates.
- Wear TPRR gear or colors, including team swim cap.
- Drink lots of liquids, water is best, sports drinks are also good.
- Be sure to eat right, don't forget your breakfast, and snack throughout the session (granola or energy bar is especially a good idea after a tough race).
- Report to your coach at beginning of meet, after warm-up, before and after each race. Know your swims and be ready to go to marshalling.
- Listen to your coach for Race Tips.
- Show respect to coaches, team mates, competitors, and officials
- Follow all warm-up rules, i.e. No Diving, No Roughhousing

4.4 DISCIPLINE POLICY

Minor: 1 or 2 warnings, time out, kicked out, (for repeat offenders, further actions will be taken, including suspension for a determined amount of time).

Major: Kicked out, 2nd time will be suspended until next meet, 3rd time suspension until the end of year.

Immediate disciplinary responsibility lies with the acting coach, further consequences will be jointly decided upon by the acting and the head coach, and if necessary, the Board. Breach of the Code of Conduct may result in discipline up to and including dismissal from the Swim Club.

5.0 FUNDRAISING ACTIVITIES

The Pas Roadrunners Swim Club is a not-for-profit incorporated amateur sports organization. As such, our mandate does not call for us to generate excessive amounts of money. Instead, we must only raise enough to cover our reasonable operating costs for present and near future fiscal years.

These operating costs can fluctuate greatly from year to year, due in large part to the caliber and number of swimmers and due to the fact that we try to provide as many competitive opportunities as possible for all swimmers.

When a swimmer registers in September, fees have been established according to the projected number of Club members, hours of required pool time and the previous years' operating costs which may include but are not limited to coaches' training, equipment, coaches' wages and travel expenses, Club activities, trophies, medals & ribbons, office supplies, photocopying, referee expenses, computer software, etc. Fundraising is crucial to keeping registration fees as low as possible.

5.1 OPERATION RED NOSE™ (ORN)

As per Article 5.2 of The Pas Roadrunners Swim Club By-Laws "Operation Red Nose™ is one of the major fundraisers and all parents are expected to support this event. If you are unable to participate you will be required to pay \$500/swimmer to the Club, prior to January 31st", or a portion thereof, relative to 3 (three) volunteer credits. For example if you only complete 2 of the 3 required volunteer shifts, only earning two credits, you will be required to pay 1/3 of \$500 or \$167 to the Club prior to January 31st. This project is a huge undertaking that requires a team of workers and your assistance is expected.

As a volunteer for Operation Red Nose™ you will be required to be part of a "drive team" of three individuals including a Designated Driver, a Navigator and an Escort Driver. The Escort Driver supplies their personal vehicle for the evening. A number of different "drive teams" are required for each night of the ORN campaign as determined by the ORN Chairperson. "Drive teams" are dispatched as requests for rides are received and travel together in the Escort Driver's personal vehicle to the client's location. Once the team meets the client, the Designated Driver and the Navigator drive the client and their guests in the client's vehicle to the requested destination with the Escort Driver following behind in their personal vehicle. After reaching the destination, the team is reunited in the Escort Driver's vehicle ready for the next ride.

In order to meet the established volunteer commitment for ORN the parent(s)/guardian(s) of every registered swimmer needs to earn three volunteer credits. Every volunteer shift worked for ORN on behalf of a TPRR swimmer earns a volunteer credit. Volunteer shifts worked on December 31st earn two volunteer credits per designated swimmer. The volunteer shifts can be filled by the parent(s)/guardian(s) themselves and/or by friends, relatives, and community members. If three individuals volunteer as a "drive team" for one evening they earn three credits and the volunteer commitment for their swimmer is complete. This could include a parent, a friend, and a relative volunteering for one evening, earning the necessary three credits for their swimmer. Alternately, one parent could volunteer on three separate nights, earning the necessary three credits.

Families with more than one registered swimmer need to earn three volunteer credits for each swimmer. This means that families with two registered swimmers need to earn six volunteer credits; families with three registered swimmers need to earn nine volunteer credits; etc. In order to earn nine volunteer credits a team of three (two parents and a relative OR a parent, relative and friend) could volunteer for one evening, earning three credits and then volunteer on December 31st earning six credits and the volunteer commitment of nine credits will be complete.

Please complete and submit the necessary forms accordingly, as provided by the ORN Chairperson, for everyone who will be volunteering on behalf of your swimmer(s). Every volunteer will need to clearly indicate the swimmer for whom they are volunteering prior to participating in this fundraiser. Any additional volunteer participating in this fundraiser who has not identified a specific swimmer will be considered an addition/bonus to the required shifts per swimmer.

5.2 OTHER FUNDRAISING ACTIVITIES

TPRR may be provided with additional fundraising opportunities such as Community Clean Ups, Swim-A-Thons, etc. and all members are expected to participate as applicable. The TPRR Board of Directors will determine which additional fundraising activities the Club may or may not participate in during the swim season.

6. MEMBERSHIP

6.1 REGISTRATION

At registration time, a responsible family member will complete The Pas Roadrunners Swim Club Registration form and indicate by signature their agreement to the Club's minimum fundraising commitment of \$500.00 per swimmer and acknowledge their understanding of the withdrawal policy. The initial payment required at registration will include the total of all the family's outstanding dues, SNC and SNM fees based on the swimmer's age as at December 31, and the first payment based on the swimmer's training level and payment option chosen as per TPRR's fee schedule. In addition, post-dated cheques for the appropriate number of months based on the payment option chosen are also due at registration.

As a swim club in the province of Manitoba, The Pas Roadrunners Swim Club, is a member of Swimming/Natation Canada (SNC) and Swim Natation Manitoba (SNM), and is required to report on membership. As a result, following registration the Club Registrar will submit all swimmer registrations to SNM and SNC via the online registration system, which generates an auto-email to the email address provided by the swimmer/member from registration@swimming.ca. The member will be required to review and confirm their contact information and answer two questions: (i) Aboriginal Ancestry (ii) Para-Swimming. Providing answers to the two questions is voluntary and will be used for statistical and information purposes such as determining a swimmer's eligibility for the North American Indigenous Games and to perhaps direct families and/or clubs to opportunities.

Upon completing the online registration you and your swimmer are considered officially registered and a member of The Pas Roadrunners Swim Club and covered by the insurance policy. Swimmers will not be eligible to participate in swim meets if they have not completed the online registration

6.2 WITHDRAWAL

Upon written notice and approval from the Club's Head Coach a swimmer may change their assigned training level during the season. Written notice should be provided to the Registrar or a TPRR Board member, along with the coach's approval. Any applicable refund or charge will be processed in accordance to Article 4.11 of The Pas Roadrunners Swim Club By-Laws.

Swimmers may withdraw from the Club at any time by providing written notice to the Registrar or a TPRR Board member. Any applicable refund will be processed in accordance to Article 4.5 of The Pas Roadrunners Swim Club By-Laws and the member will only be refunded if the notice is received prior to **January 31st**.

GENERAL INFORMATION

The beginner swimmer

Children join competitive swimming for a number of reasons. Kids swim to have fun, to be with their friends, to be active or maybe a future champion. Whatever the reason, young swimmers will learn a tremendous amount and they will

- 1) develop competitive swimming skills
- 2) understand commitment and dedication
- 3) develop a positive attitude towards competition
- 4) acquire important life skills
- 5) make great friends from across the country

It is important that parents understand what competitive swimming consists of for a first year swimmer. First, the child should start the program with the ability to swim fairly well. For more clarity, the swimmer should have the basic understanding of and the ability to do the front crawl or “freestyle” at least one (1) length of the pool, 25 metres, unaided.

By the end of the first year, significant progress can be observed in the swimmer’s technique and strength. They will know the rules of swimming the four strokes: Freestyle, Backstroke, Breaststroke, Butterfly, and the “fifth” stroke: the individual medley (a combination of all four strokes). Swimmers tend to become more outgoing and organized.

The beginner parent

This information is geared to help parents understand “what to expect” when they join the swim club. If you have not belonged to a club in any sport before, please understand **that you, the parents, are very important components in the swim club**. Parents of swimmers form the Board, which operates the swim club. When the club host swim meets during the year, you will be asked to officiate at them, acting as timers, judges and a host of other roles. Without parental aid, there would not be competitive swimming.

Parent-coach relationships are very important. If your child is just starting out in this sport, it is natural for you to be a bit overprotective. Relax. The coaches are professional and they are there to help your child enjoy themselves and to teach them skills to improve their swimming techniques. We ask that parents be supportive of the coaches in all their decisions, as your confidence and trust in them will be reflected in your child. Parents are encouraged to attend practices, however, should you wish to discuss your child’s progress, please do so before or after the session.

The swimming season

Competitive swimming consists of two seasons; a short course (SC) and a long course (LC). The short course season is swum from October to March, while the long course season runs from April to July. During the short course season, all competitions are held in 25 metre pools. Conversely, long course meets are held in 50 metre pools. Race times are generally slower in the longer pools as there are fewer turns (turns are an advantage as the push off provides momentum).

Parent-swimmer relationships

The most important thing that parents can do for their child is hold their expectations to a reasonable level. Try not to expect anything that is beyond your child's ability. Work with your child and the coaches to develop long and short term goals that you both agree are within reach. Goals are important in that they create focus in children's lives. Swimmers can control and participate in their future.

Parents should also be aware of the "peaks" which will occur in your child's swimming career. Peaking is a long or short term leveling off of swimming times. Every swimmer invariably goes through a stage in his or her career where times don't get faster. For some, it might take a long time to get through this period until they begin to lower times again. For others, this stage may last only a short time. Please be aware of this and encourage your child to work through this period and to not get discouraged. Time and hard work is all it takes to get through peaking.

Parents should also realize the effects of growth and maturation on a child's swimming performance. Boys usually have a growth spurt between 12 and 14 years. They will probably appear more tired and less enthusiastic during this period because a lot of energy is going into growth. Girls begin their growth spurt earlier than boys, usually between the ages of 11 and 13. Physical changes take place; menstruation decreases the relationship between strength and body size. Be aware of the changes that take place in your child. Try to provide sensitivity and understanding during the times of increased physical and mental growth as this period can be quite stressful to the child.

This information is geared to help parents understand what competitive swimming consists of, what their role in the club will be, and what to expect once your child has joined. Hopefully, after reading this, you have a better, more precise picture of what it is all about. Competitive swimming is an extremely exciting and fun sport. If parent and child work together, swimming could be one of the most enjoyable and important events in both lives.

Accident and Injury

Through the Club's affiliation with Swim Natation Canada, all swimmers, parents, officials and any other person who may be doing work connected with the Club are insured under a General Comprehensive Liability Policy. It should be noted, though, that this policy provides legal liability coverage only, and does not pay for any injury suffered by an individual. **It is strongly suggested that all concerned carry their own insurance for personal loss of life or injury: In the case of swimmers, the School Insurance Program would provide appropriate coverage.**

Swimmer's health

The coach should be notified regarding any changes in the health of the swimmers, as performance may be affected and/or a reduced pace may be desirable and expected during recovery period. At registration, the club should be notified regarding any allergies the swimmer may have, and pertinent health details (asthma, etc.) should be made available to the coach in the event of an out-of-town meet.