Parent **Handbook**

2024-2025



Table of Contents

•Mission and Vision Statements	3
•Board of Directors	4
•Coaches	5
•Session Schedule, Registration Links, and Pricing	6-8
•Additional Fees	
•LSC Fee	9
•USA Swimming Membership	10
Practice Schedule	11-12
•Equipment List	13-14
•Codes of Conduct	
Parents Code of Conduct	15
•Swimmers Code of Conduct	16
•Discipline Policy	17
•Websites and Apps	18
•Meets	
•Meet Schedule	19
•How To View and Mark Meet Attendance	20-23
•Helpful Tips & Things To Know	24-25
•Billing	26
•How To Update Credit Card On File	27
•Motivational Times	28
Championship Meets	. 29-30
•Glossary of Terms	. 31

Mission Statement

Rockfish Swimming strives to create a swimmer-first environment in which every athlete is provided with opportunity, training and encouragement to reach his or her full potential both in and out of the pool.

Vision Statement

COMMITMENT

- Build the highest quality swim program in Southern Maryland through compassionate coaches, dedicated swimmers, and enthusiastic families working together in an inclusive environment
- Teach perseverance through challenges and set-backs to maintain forward momentum towards a goal
- Model integrity and sportsmanship through adherence at every level to the rules and policies set forth by Maryland Swimming and USA Swimming
- Mold athletes into future leaders by instilling positive life skills
- Celebrate successes at every level of achievement

COMMUNITY

- Create a safe, fun and encouraging team for all athletes and their families
- Maintain integrity and respect in all interactions among swimmers, parents, coaches, other teams, and the community
- Provide robust volunteer training and education for swimmers and their families
- Pursue ways to give back through fundraising, scholarships and donations

COMPETENCE

- Administer age and developmentally appropriate practice, drills, drylands and other instruction, no matter skill or speed of swimmer
- Operate a challenging, swimmer-focused, skills-based team environment utilizing coaches' varied experiences at the collegiate, high school, club, and summer swim levels
- Develop and maintain a transparent leadership team consisting of coaches, board members and parents singularly focused on the success of our swimmers and the association

2024-2025 Board of Directors

- President, Registrar, and Safe Sport Rep- Kristin Wathen registrar@rockfishswimming.com
- Vice President- Jessica Lively
- Secretary- Sharon Barbins
- Treasurer- Justin Francis
 treasurer@rockfishswimming.com
- Member-At-Large- Karen Kern
- Acting Head Coach- Susan Shannon <u>swimsms89@gmail.com</u>

You may also reach any member of the board at board@rockfishswimming.com

2024-2025 Coaching Staff

 Acting Head Coach and Elementary Age Group Coach-Susan Shannon

swimsms89@gmail.com

- High School Age Group Coach (CBAC)- Chris Morgan cs morgan@verizon.net
- High School Age Group Coach- Justin Truitt coachjustin@rockfishswimming.com
- Middle School Age Group Coach- Joanna Rooney coachjoanna@rockfishswimming.com
- Elementary Age Group Coach- Emilie Combs coachemilie@rockfishswimming.com
- Novice Age Group Coach- Jacqui Francis coachjacqui@rockfishswimming.com
- Substitute Coach- Austin Fagan coachaustin@rockfishswimming.com
- Substitute Coach- Ashley Fox coachashley@rockfishswimming.com

Session Schedule & Registration Links- SHORT COURSE SEASON

Novice

Session 1: September 3, 2024 – November 8, 2024 (9 weeks)

https://cui.active.com/sports-reg/login?a=586221d8-6476-48fa-8c15-3c329adc694d

Session 2: November 9, 2024 – January 19, 2025 (10 weeks)

https://cui.active.com/sports-reg/login?a=8f3a1465-0c88-489d-95bd-0c09b9ee8866

Session 3: January 20, 2025 – March 30, 2025 (10 weeks)

https://cui.active.com/sports-reg/login?a=70fc5751-d74c-4b27-85cd-125e564df312

Elementary School and Middle School

Full Short Course Season: September 3, 2024 – March 30, 2025

https://cui.active.com/sports-reg/login?a=e1fc4517-23e6-4c04-a3c5-99191a1b95ab

High School

Fall Short Course Session: September 3, 2024 – November 9, 2024

https://cui.active.com/sports-reg/login?a=8ff364a0-d341-473d-bc24-d970a4872419

Winter Short Course Session: November 10, 2024 - March 30, 2024

https://cui.active.com/sports-reg/login?a=8301e065-3608-4a44-9825-fb5f44282f2f

Pricing- SHORT COURSE SEASON

Novice- \$210 per session (pay in full)

Elementary- \$925 (pay in full, split payment, or monthly billing)

Middle- \$1,075 (pay in full, split payment, or monthly billing)

High School Fall Short Course Session-

- Full Session, \$550 (pay in full or split payment)
- 10 Punch Pass and Meets, \$150 (pay in full)

High School Winter Short Course Session-

- Full Session, \$1,050 (pay in full, split payment, or monthly billing)
- 20 Punch Pass and Meets, \$250 (pay in full)
- Meets ONLY, \$75 (pay in full)

Session Schedule, Registration Links, & Pricing- LONG COURSE SEASON

Session schedule, registration links, and pricing for the 2025 Long Course Season is pending and will be published later this year.

Additional Fees-LSC Fee

Annual season fee per swimmer required by our LSC, Maryland Swimming. This \$32 fee is in addition to the price per session listed on the previous page, is paid once during the 2024-2025 season, and covers both short and long course season. The fee is built into and paid for via your USA Swimming Registration (see next page for details).

Should you have any questions regarding the LSC Fee please contact our team Registrar at registrar@rockfishswimming.com

Additional Fees-USA Swimming Membership

ALL Rockfish swimmers **MUST** be registered members of USA Swimming. USA Swimming provides insurance coverage at practice and meets for all swim teams. Your child will not be able to attend practices until this is taken care of.

While USA Swimming offers a variety of membership options the only one that fully covers our team and as such will be required is the Premium Membership at a cost of \$70/year. Memberships are valid until the end of the calendar year of the season you are registering for; for example, if you register/renew your membership in September 2024 it will be good through December 31, 2025.

Registration and payment for your USA Swimming membership and Maryland Swimming LSC Fee is handled outside of Active/separate from registration. Our team Registrar will reach out to all new swimmers following registration with our team specific link and instructions on obtaining your swimmer's USA Swimming Membership. Current/returning Rockfish swimmers will receive renewal instructions as we approach the end of the calendar year.

Any questions regarding your swimmers USA Swimming Membership can be directed to our team Registrar at registrar@rockfishswimming.com

Practice Schedule-SHORT COURSE SEASON

For all age groups, there is a practice schedule change starting November 10, 2024 - March 3, 2025 (*estimated) due to the public high school and St Mary's Ryken swim teams utilizing pool space during their swim season. The exact dates of their season and our schedule shift are subject to change and will be shared as they are finalized, and reminders will be sent as we near the dates.

Novice:

Session 1: Sat 9:00 - 11:00 am Session 2: Sun 4:00 - 6:00 pm

Session 3: Sun 4:00 - 6:00 pm Jan 20 - *Mar 3 Sat 9:00 - 11:00 pm *Mar 4 - Mar 30

Elementary:

Sep 4 - Nov 9*: Tues/Thurs/Fri 6:30-8:00 pm Nov 10* - Mar 3*: Tues/Thurs 6:30-8:00 pm, Sat 9:00-10:30 am Mar 4* - Mar 30: Tues/Thurs/Fri 6:30-8:00 pm

Middle (6th and 7th Grade):

Sep 4 - Nov 9*: Mon/Wed 6:30-8:00 pm, Thurs/Fri 5:00-6:30 pm Nov 10* - Mar 3*: Mon/Fri 6:00-7:30 pm, Thurs 5:30-7:00 pm, Sun 4:00-5:30 pm Mar 4* - Mar 30: Mon/Wed 6:30-8:00 pm, Thurs/Fri 5:00-6:30 pm

Middle (8th Grade):

Choice of four days a week from the High School practice schedule below

High:

Monday, 4:30 - 6:30 PM, WAC Tuesday, 4:30 - 6:30 PM, WAC Wednesday, 6:15 -8:15 PM, St. Mary's College Thursday, 6:15 - 8:15 PM, St. Mary's College Friday, 4:00 - 5:30 PM, WAC Saturday, 7:00 - 9:00 AM, WAC

Practice Schedule-LONG COURSE SEASON

Practice schedule for the 2025 Long Course Season is pending and will be published later this year

Equipment List

All Rockfish Swimmers are required to furnish their own equipment for practice. We do have access to a secured storage closet at the WAC that swimmers are welcome to store their bags in during the season. If you have any questions regarding the required equipment, please reach out to your child's coach.

Novice and Elementary Required Swim Equipment (PLEASE WRITE SWIMMERS NAME ON EACH PIECE OF EQUIPMENT WITH PERMANENT MARKER)

Equipment	Purpose	Suggested Types	Notes
Competitive Swim Goggles	Swimmer can keep eyes open while swimming.	Speedo Vanquisher 2.0, Speedo Speed Socket 2.0, or other competitive brands such as TYR or Arena.	Should fit tight and suction around eyes. Please teach swimmer how to adjust and tighten own goggles.
Competitive Swim Cap	Keeps hair out of face for better vision and breathing.	Latex or Silicone	Male and female swimmers wear team caps at swim meets. Wearing at practice helps swimmer get used to it.
Swim Fins for Competitive Swimmers	Teaches proper kick technique, helps keep swimmer buoyant for stroke technique, strengthens kick.	TYR Striker Silicone Fin, Speedo Switchblade Swim Fin, TYR Crossblade Training Swim Fin	
Kickboard/Pullbuoy Combo	Used to learn proper head, body, stroke, and kicking technique.	Speedo/Nike/Arena Pull Kick Buoy, TYR Jr Kickboard	Small kickboards work better. Combos or separate pull bouys and kickboards are fine; swimmers preference.
Mesh Equipment Bag	Allows equipment to dry while keeping it together.	TYR Big Mesh Mummy Backpack, Sporti Mesh Bag	

Middle School Required Swim Equipment (PLEASE WRITE SWIMMERS NAME ON EACH PIECE OF EQUIPMENT WITH PERMANENT MARKER)

Equipment	Purpose	Suggested Types	Notes
All equipment listed for Novice and Elementary plus the additional item below.			
Snorkel			

High School Required Swim Equipment (PLEASE WRITE SWIMMERS NAME ON EACH PIECE OF EQUIPMENT WITH PERMANENT MARKER)

Equipment	Purpose	Suggested Types	Notes
All equipment liste	ed for Novice, Elementary, an	d Middle School plus the addi	tional item below.
Paddles	Builds upper body strength and helps correct stroke technique.	Strokemaster Paddles (yellow or red)	

Equipment List- Con't

In addition to the equipment listed on the previous page, ALL swimmers participating in meets are required to wear a USA Swimming approved competition suit. Suggested equipment options and our team swimsuit can be purchased via our Swim Outlet Team Shop at the following link;

https://www.swimoutlet.com/collections/rockfish.

The team swimsuit is suggested but not required for meets. If your child would prefer to wear a different USA Swimming approved competition suit (ex a tech suit or tech style suit, a different brand/style you prefer) we ask that those be solid black in color.

For our 12/Under swimmers please be aware of USA Swimming's Tech Suit restrictions for that age group. Further details and a list of approved tech style suits can be found at https://www.usaswimming.org/news/2020/08/24/tech-suit-restriction-for-12-and-under-swimmers

Parents Code of Conduct

As a reminder, when registering your child for the team via Active you signed the following Parent Code of Conduct...

The purpose of a code of conduct for parents is to establish expectations for behavior by parents. As a parent/guardian, I understand the important growth and developmental support that my child's participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- 1. I will set the right example for our children by demonstrating sportsmanship and showing respect and common courtesy at all times to the team members, coaches, competitors, officials, parents, and all facilities.
- I will get involved by volunteering, observing practices, cheering at meets, and talking with my child and their coach about their progress.
- I will refrain from coaching my child from the stands during practices or meets.
- I understand that criticizing, name calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- 5. I will respect the integrity of the officials.
- 6. I will direct my concerns to the Head Coach first, then if not satisfied, the Rockfish Board.

I understand the above expectations and that my failure to adhere to them may result in disciplinary action.

Swimmers Code of Conduct

As a reminder, when registering your child for the team via Active you signed the following Swimmers Code of Conduct on their behalf. Swimmers will also be asked to sign a physical copy of this document at their first practice of the season...

The purpose of a code of conduct for athletes is to establish a consistent expectation for the athletes' behavior. By agreeing to this code of conduct on behalf of my swimmer, my child agrees to the following statements:

- 1. I will respect and show courtesy to my teammates and coaches at all times.
- 2. I will demonstrate good sportsmanship at all practices and meets.
- 3. I will set a good example of behavior and work ethic for my teammates.
- 4. I will be respectful of my teammates feelings and personal space. Swimmers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.
- 5. I will attend all team meetings and training sessions, unless I am excused by my coach.
- 6. I will show respect for all facilities and other property (including locker rooms) used during practices, competitions, and team activities.
- 7. I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal.
- 8. If I disagree with an officials call, I will talk with my coach and not approach the official directly.
- 9. I will obey all of USA Swimming's rules and codes of conduct.

I understand if I violate this code of conduct I will be subject to disciplinary action determined by my coaches and the Rockfish Board of Directors.

Discipline Policy

Should a swimmer be found in violation of any of the Code of Conduct rules listed previously the following disciplinary course of action will be taken:

Stage 1- Verbal Warning

Stage 2- Email to Parents

Stage 3- Two (2) Day Suspension (one (1) day for Novice)

Stage 4- Expulsion Hearing

Should Stage 4 be reached the swimmer, parents, all coaches involved, and a board representative shall be present at the hearing. There will be NO REFUNDS issued for swimmers expelled from the team.

Websites & Apps

The following websites are frequently visited/used by parents of Rockfish Swimmers

- Rockfish Swimming, https://rockfishswimming.com/
- Active Parent Portal, https://swimportal.active.com/?a=283587903
- Maryland Swimming, https://www.teamunify.com/team/md/page/home
- USA Swimming, https://www.usaswimming.org/
- USA Swimming Membership Hub, https://hub.usaswimming.org/landing
- Swim Outlet (for suits, gear, etc), https://www.swimoutlet.com/
- Swim Outlet Rockfish Specific Team Shop, https://www.swimoutlet.com/collections/rockfish
- Rockfish Facebook Page (viewable by public), https://www.facebook.com/rockfishswimming
- Rockfish Swim Team Facebook Group (closed private group), https://www.facebook.com/groups/rockfishswimteamgroup/
- Instagram, https://www.instagram.com/rockfishswimming/

While not required, many parents find the following apps useful as well

- Meet Mobile (\$9.99/yr)
- Swimmetry (\$5.99/yr)
- USA Swimming (Free)







Meet Schedule

Please visit our website at

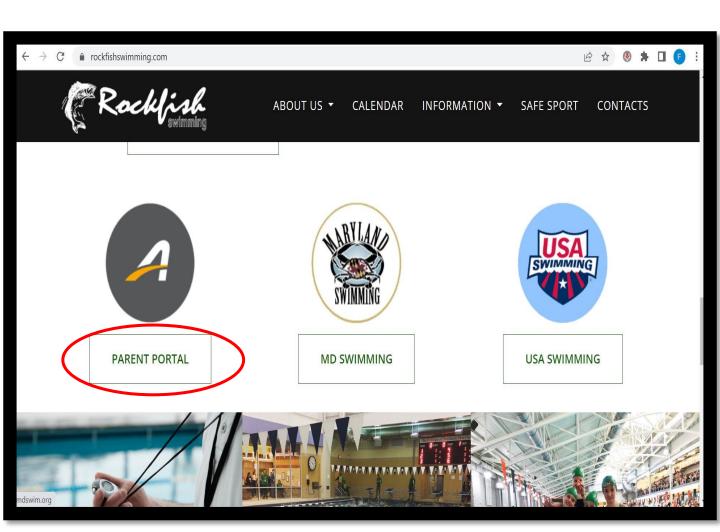
https://rockfishswimming.com/rockfish-swimming-calendar.html for our meet schedule. You can also view meet notices and details on Maryland Swimming's website at https://www.teamunify.com/team/md/page/calendar#/team-events/upcoming

Meets are typically (but not always) broken into five (5) sessions over three (3) days; Friday night, Saturday morning, Saturday afternoon, Sunday morning, and Sunday afternoon. Distance races (400-mile) are typically held Friday evenings and 50-200 events are typically held Saturday and Sunday. Typically (but again, not always) 12/Under swimmers are the morning session and 13/Up are the afternoon. You are able to choose how many sessions of a meet your child attends.

Swimmers are required to attend at least one (1) session of three (3) meets during Short Course Season. Requirements for Long Course meet attendance are pending and will be published later this year. There are several local meets (St Mary's College, Prince Frederick) each season so for those concerned with travel and hotel stays you will have options to avoid that.

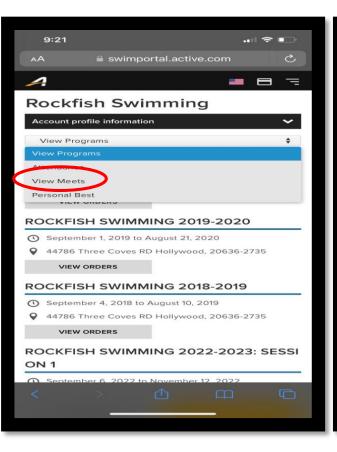
How To... View and Mark Meet Attendance

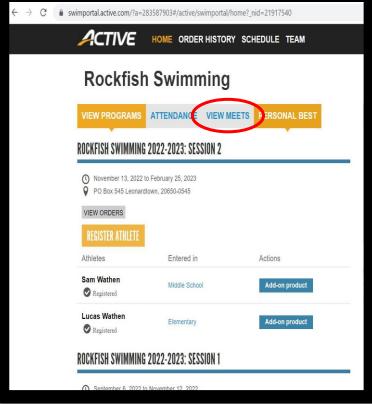
Visit our team website at https://rockfishswimming.com/, scroll down on the page, and click "Parent Portal" OR go directly to the Parent Portal by visiting https://swimportal.active.com/?a=283587903



How To... View and Mark Meet Attendance- Con't

2. Once logged into your Parent Portal, select "View Meets" from the drop down menu on a mobile device or the top banner on a PC



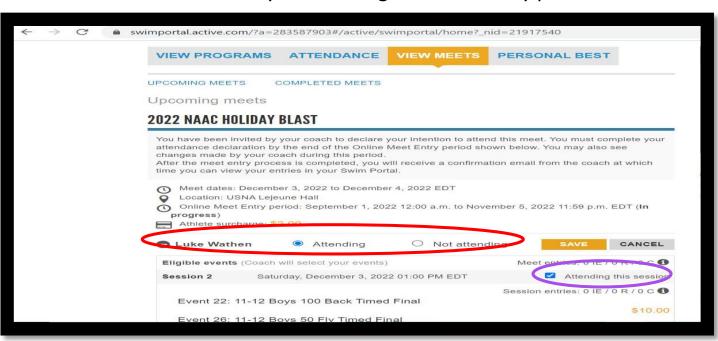


How To... View and Mark Meet Attendance- Con't

3. All upcoming meets available for entry will appear on this screen. The system defaults to "Not Attending." If you do not log in to declare your attendance by the meet entry period deadline the coaches will not enter your child into the meet.

To mark attendance, click the plus sign next to your child's name and select if they will be attending or not attending the meet (red circle). This will auto mark that you are attending all available sessions/days. If you will not be attending a session of the meet (ex you are only swimming Saturday, not Sunday) be sure to uncheck the box next to that session (purple circle). The events listed under each session are what your child is eligible to swim but does not mean they will swim in all those events.

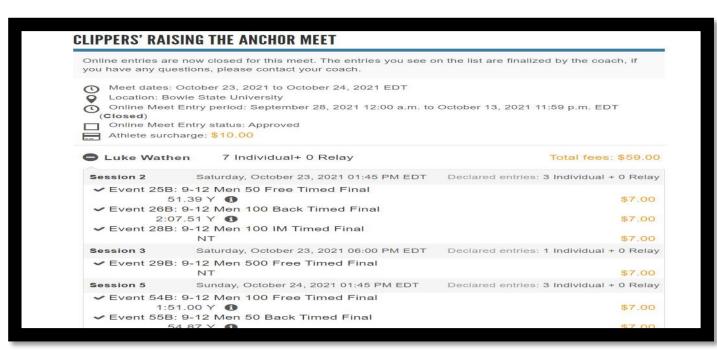
Once your selections have been made click Save. You can edit your attendance at any time during the meet entry period.



How To... View and Mark Meet Attendance- Con't

4. You WILL NOT be able to select which events your child swims in during the meet, that decision is up to the coaches. They won't enter them into anything they know your child is not ready for, but they will challenge them! Once the coaches declare entries attendance will be locked for editing and you will be able to view your child's entries, seed time, and total fees to be billed for the upcoming meet. You *should* receive an automated email from Active when this has been done.

Should you have any questions about attendance or meet entries leading up to a meet please speak with your child's coach before or after practice or via email.



Meets- Helpful Tips & Things to Know

Parents will not be allowed in the athlete locker rooms or on the pool deck. Arrive early to make note of where the swimmers enter/exit the pool area so that you know where to meet them at the end of the day. If you need to get in touch with your child during the meet and they do not have a cell phone, feel free to call/text the coach on deck to pass a message along.

- What to pack/tips for SWIMMERS
 - SWIMSUIT (most arrive wearing it), goggles, and swim cap. Pack extra just in case!
 - Water bottle
 - Healthy snacks (fruit (fresh or dried), raw veggies, cheese and whole grain crackers, protein/energy bars)
 - Two towels. They get wet quick!
 - Change of clothes
 - For some meets, a chair to sit on. Your coach will let you know leading up to the meet if bleachers are not available and you need to bring a chair.
 - Cards or travel sized games. While swimmers can have their phone on deck for contact with parents it is preferred they not use it during the meet. Cards or games to play between races help pass the time and build comradery with your teammates.

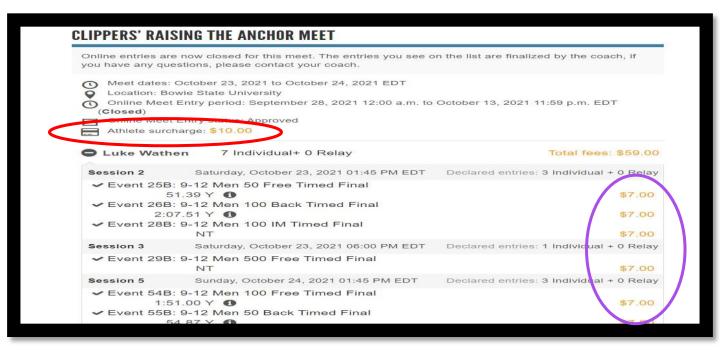
Meets- Helpful Tips & Things to Know- Con't

- What to pack/tips for PARENTS
 - Water bottle
 - Snacks. Most meets do not have concessions. Some will have vending machines but best to expect there won't be food available.
 - Seat cushion/bleacher chair. Most pool facilities have hard bleachers with no back. You can bring a pop-up chair but there is limited space to put those so you may not be able to use it.
 - Tylenol/Advil/Etc. Swim meets get LOUD and the chlorine smell can be STRONG. Have some relief available if needed.
 - DRESS IN LAYERS! It may be 20 degrees outside in January, but inside it will be HOT. Plan your outfit accordingly.
 - If you have one, a portable handheld or neck fan. See above, it gets HOT in the stands.

Note- whatever you decide to bring should fit in a small tote bag that can be stored on the floor under your seat/feet. The spectator areas will be packed and there isn't enough space for large coolers, etc. Most facilities won't allow them.

Meets-Billing

When marking your child's attendance for a meet you will notice the athlete surcharge (red circle) and event fee (purple circle) set by the host team for that meet. You can also view these on the meet notice posted on Maryland Swimming's website. These fees go toward facility rental, lifeguard salaries, insurance, etc covered by the host team.



Billing for any meets attended by your child will occur on the 15th of each month and will be charged to the credit card you put on file at registration. You *should* receive an automated email from Active when this has been done. If you have any questions regarding meet billing, please email treasurer@rockfishswimming.com

How To... Update Credit Card on File

Occasionally, upon billing payments will fail. This is usually because the credit card on file has expired. To check the credit card on file and make updates...

- Log into you Active Parent Portal via our team website, www.rockfishswimming.com
- 2. Click on your name in the upper right corner of the screen
- 3. Click "My Wallet"
- 4. Delete any expired cards by clicking the dropdown menu next to the card number
- 5. Add new payment method at the bottom of the screen

Once your credit card on file has been updated, from your Parent Portal home screen click "Order History" at the top of the screen and filter payments by "All Orders, Due" and "Order Type, Meet." This will bring up any outstanding meet balances and allow you to make payment on those.

Meets- Motivational Times

Throughout the season you may hear coaches/parents/swimmers refer to motivational times or notice on the meet notices that eligibility is determined by the swimmer's motivational time (ie "B or slower," "A/Above," etc). These national time standards are set by USA Swimming every 4 years and are intended to give swimmers benchmarks to work toward throughout the season. Times range from B times (top 55% nationally) to AAAA times (top 2% nationally).

The 2024-2028 National Age Group Motivational Times can be found at the following link, https://websitedevsa.blob.core.windows.net/sitefinity/docs/default-source/timesdocuments/time-standards/2025/2028-motivational-standards-age-group.pdf

^{*}Note, pages 1-3 are Short Course Yards times, pages 6-8 are Long Course Meters times. Be sure you're looking at the correct times depending on which season we're in

Meets- Championship Meets, Short Course

Short Course season culminates with the Maryland Championship swim meets held late February – late March. To give all swimmers an opportunity to compete there are three levels of Championship meets swimmers ages 9/over can qualify for; Champs, Junior Champs, and B Champs. Swimmers must meet a specified time standard to be invited to complete in Champs and Junior Champs. See the chart below for details. Swimmers are welcome to compete in as many Championship meets as they qualify for.

All 8/under swimmers are invited to swim in the 8/under Champs regardless of their motivational times.

Meet	Age Group	Dates	Location	Qualifying Times
LSC Senior Champs	Open	Feb 20-23, 2025	St. Mary's College	2025 Senior Champs Qualifying Times
LSC 14/Under Champs	14/Under	Mar 6-9, 2025	TBD	*Have not been published
Junior Champs	Open	Mar 14-16, 2025	Claude Moore Recreation Center, Sterling, Virginia	2025 Junior Champs Qualifying Times
11/Over B Champs	11/Over	Mar 22-23, 2025	TBD	B/Slower
9-10 B Champs	9-10 Years Old	Mar 29-30, 2025	McDonogh School Owings Mills, MD	B/Slower
8/Under Champs	8/Under	Mar 29-30, 2025	McDonogh School Owings Mills, MD	No time standards

Meets- Championship Meets, Long Course

Long Course Championships are held late July with just two levels available; Champs and Junior Champs. See the chart below for details. As with Short Course Champs, swimmers are welcome to compete in as many Championship meets as they qualify for.

Meet	Age Group	Dates	Location	Qualifying Times
MD LC Champs	Open	Jul 30-Aug 2, 2025	TBD	*Have not been published
LC Junior Champs	Open	Jul 24-26, 2025	TBD	*Have not been published

Glossary of Terms

- DQ- Disqualified. In a meet if a swimmer does a stroke incorrectly the stroke and turn judge will disqualify them and their results will show as "DQ." Coaches receive a copy of the DQ slip detailing what the infraction was.
- LC- Long Course (50 meter pools)
- LSC- Local Swimming Committee. The local level of USA Swimming. Our LSC is Maryland Swimming.
- Motivational Times- National time standards are set by USA Swimming every 4 years intended to give swimmers benchmarks to work toward throughout the season.
- Tech Suit- A high-performance (and more expensive) competition suit defined as follows:
 - a. Any suit with any bonded or taped seams regardless of its fabric or silhouette; or
 - b. Any suit with woven fabric extending past the hips.

Please be mindful of the tech suit restrictions for 12/Under swimmers outlined on page 14 of this handbook

- SC- Short Course (50 yard pools)
- WAC- Wellness and Aquatics Center. This is the name of our pool facility at CSM run by St. Mary's County Recreation and Parks.