





## **Royal Swim Team**

Welcome to the Royal Swim Team! Royal Swim Team is a competitive swim club serving West Los Angeles, the San Fernando Valley and surrounding areas for swimmers age 5 to 18 and older. Royal Swim Team was founded by Val Bagri (Head Coach) and Lenny Krayzelburg (President) in 2005.

The mission of Royal Swim Team is to provide a safe, competitive swimming program that emphasizes personal improvement through stroke technique and training designed to maximize each swimmer's capability in competitive swimming.

Vision of Royal Swim Team is to empower our swimmers to value hard work, perseverance and dedication through swimming.



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## **How the Team Works**

The Royal Swim Team is a "USA Swimming" team. This means that they compete in meets organized by Southern California Swimming and in meets organized by United States Swimming. Both groups offer swimming competitions for swimmers from the beginning level up through national competition.

Full-time professional coaches coach the team. All parents are actively encouraged to participate in the team's activities.

The team is organized into squads by age and swimming level as follows:

### **Pre team Group:**

Pre team group provides a transition from stroke development lessons program to swim team training and environment. Swimmers are generally aged between 7 and 12 years, and complete a minimum 2 sessions per week.

### **Bronze Group:**

Bronze group trains 4 to 5 pool sessions per week with swimmers expected to do a minimum 3 sessions per week and compete in competitions. Swimmers are primarily 8 to 12 years and are introduced to competition beginning with our Dual, R/W, B/R/W swim meets.

### **Silver Group:**

Silver Group trains 6 pool sessions and multiple dry land sessions per week. Swimmers are primarily 13 years and under with Winter & June Invites Championship qualifying times and Spring & Summer Junior Olympic qualifying times.

### **Gold Group:**

Gold Group trains 6-9 pool sessions and multiple dry land sessions per week. Swimmers are primarily 12 to 20 years and either qualified or close to qualifying for the Sectionals Championships. These swimmers are competing at Junior Olympic Champs, Grand Prix and different Senior Championship level. Swimmers training in Gold Group are expected to make a full commitment to the training and competition schedule laid out by the coach.



## Communication

A team with three pool locations, multiple coaches and many different practice times often needs to communicate in both formal and informal ways. If you have any questions about any part of the teams' activities, you should feel free to contact the coaches by email or telephone. If your concern is specifically about your child's swimming, you should arrange to meet with your child's coach or the head coach.

**Head Coach Val Bagri** at [royalswimteam@yahoo.com](mailto:royalswimteam@yahoo.com) or call **(818) 625-5507**.

### **Coaches contact information:**

#### **Culver City pool:**

**Sergio Ruiz** - [ruizsergio2323@yahoo.com](mailto:ruizsergio2323@yahoo.com) or (915) 256-9920

**Sarah Poewe** - [sarahswim@hotmail.com](mailto:sarahswim@hotmail.com) or (706) 870-9125

**Fernando Treto** - [ftrejo7@gmail.com](mailto:ftrejo7@gmail.com) or (915) 204-7657

**Max Jaben** - [mgjaben@gmail.com](mailto:mgjaben@gmail.com) or (816) 918-4163

#### **Calabasas HS pool:**

**John Douglas** - [johnpdouglas@hotmail.com](mailto:johnpdouglas@hotmail.com) or (781) 354-2482

**Elaine Ferritto** - [emferritto@gmail.com](mailto:emferritto@gmail.com) or (213) 309-5228

#### **WJCC pool:**

**Rapolas Janonis** - [rapolasj@yahoo.com](mailto:rapolasj@yahoo.com) or (562) 279-4556

**Lana Shapiro** - [lane@bootcamp2o.com](mailto:lane@bootcamp2o.com) or (310) 237-3771

**John Senger** - [charlybukt@aol.com](mailto:charlybukt@aol.com) or (402) 871-6230

### **Web Page <http://royalswimteam.com>**

The team has a web page to enhance communication with the parents. The web page is updated **monthly**. All contributions to the web page should be submitted to Coach Val for approval and posting.

### **Coaches' Office Hours**

Val and other coaches may be reached by calling for an appointment. In general, the coaches are available to speak with parents before or after practices. The coaches have regular team meetings with their swimmers and send messages via email regarding meets and practice schedule changes. Please make sure to check your email frequently for any last minute changes and advise us immediately on any email address changes. This is the team's official mode of communication ensuring that we reach all parents with team information.

There usually are parents' meetings at each pool location **quarterly** and is typically held after the weekend practice. Please see that one adult from your family attends them. This is an opportunity to ask questions and get the latest information.



## **Swim Meets**

### **Philosophy of Competition.**

#### **The following principles apply to all competitions:**

- We emphasize competition with you. Individual improvement in time or skill is more important than your place in the race.
- Consideration for fellow teammates, opponents, officials, and parents is just as important as how you swim. We encourage support for others; positive attitudes and good meet behavior.
- We encourage swimmers to learn to set reasonable and logical goals and to strive for excellence even when they experience short-term setbacks.

### **Preparation for Meets.**

#### **Warm-up**

Team warm-ups are usually held one hour prior to the start of the meet. Swimmers should be on deck dressed to swim 20 minutes before the pool warm-up for dry land stretching and to check in with the coach so the coach can turn in the correct scratches for the day. If you are late, you run the risk of being scratched from your events. It is important to be on time or inform the coach of possible delays.

In the pool, the coach for safety reasons supervises warm-ups. A good warm-up is vital to a successful meet.

#### **After Warm-up and During the Meet**

- Immediately after warm-up, put on your warm-up or sweat suit including socks and shoes.
- Stay warm. If it is hot and sunny, stay in the shade.
- Report to the coach before you swim. Be sure that you know what event, heat, and lane you will be swimming in.
- Report to the bullpen and/or blocks in plenty of time to be by yourself and concentrate on your race.
- After your race, get your time from the timers and report to your coach. Be sure to dress again in full warm-ups.



## **Meet Conduct**

- Sit with the team in the team area at all times.
- Support your teammates by cheering, offering congratulations, and being positive.
- Show respect for the meet officials, as well as other teams and coaches.
- Be responsible for yourself.
- Remember, you represent the Royals Swim Team! Handle yourself with pride and dignity.

## **Types of Meets**

There are two main swimming seasons:

- The *short course* season is swum in 25-yard pools during the fall and winter months.
- The *long course* season is held in the summer months and is swum in 50-meter pools.

## **USA Swim Meets**

United States Swimming is the governing body for all types of competitions involving American swimmers. They select the teams for all international meets, including the Olympics. USA Swimming grew out of AAU swimming when each sport under the AAU umbrella split out to form its own governing body. USA Swimming is headquartered in Colorado Springs, CO, at the Olympic Training Center.

There are seven different age group classifications recognized by United States Swimming (the governing body of the sport): 8-Under, 10-Under, 11-12, 13-14, 15-16, 17-18, and Senior. Not all age group classifications are offered at every swim meet. The swimmers age on the first day of a meet will govern the swimmers age for the entire meet.

Within each age-group there are different nationally recognized levels of achievement based on times. All swimmers begin as "C" swimmers. As they improve, they advance from "C", to "BB", "B", "A", "AA", "AAA", and ultimately "AAAA". The times required for each ability level are published each year by United States Swimming. This permits fair, yet challenging, competition on all levels.

In some cases, a swimmer may be in a different class in each stroke. An example: a "C" breaststroke time, a "B" freestyle time, and a "AA" backstroke.





## **Southern California Swimming/Pacific Meets.**

Royal Swim Team places their primary emphasis on Southern California Swimming competitions. Some swim meets set certain qualification standards. In order to swim in a certain classification, a swimmer must have achieved the qualifying time for that particular classification.

There are three time standard classifications within the seven different age group classifications; these are White, Red and Blue. The classification is based on your child's age and times for each different stroke. It is typical for a swimmer to have a Blue time in one stroke and a Red time in another stroke. The standards are posted on the Southern California Swimming website:  
<http://www.socalswim.org/TimeStandards/>

A schedule of meets is posted on the Royals' web page. A few weeks before each meet, a schedule of events for each swimmer is posted. This preliminary schedule is called a "scratch sheet." Swimmers who cannot attend the meet should write "no" next to their names, and swimmers who plan to attend should write "yes" next to theirs. The final choice of events is in the hands of the coach, in consultation with each swimmer.

Entry in a swim meet means that each swimmer's account will be billed for each event, whether or not they actually compete, since we must submit the entry fees with our entry. These fees vary from \$2.75 per event for local meets to \$4-6 for championship and national meets. Relay entry fees are divided equally among all eligible swimmers, whether or not they actually swim. In the fall a \$150 fee is collected to establish each swimmer's meet account to enable the coach to submit each swimmer's entries electronically. If an account is not established for a swimmer, they will be responsible for completing the meet entry and sending the fees on their own.

In addition to the championship meets below there are numerous meets for swimmers of all levels to participate throughout the year. The major swimming championship meets include:

- SCS Senior meet
- Winter Age Group Champs meet
- Long Beach Winter Invite
- SCS Swim Festival
- Pacific Coast All Star Swim meet
- Long Beach Grand Prix





- Spring Junior Olympics
- Pacific Committee "Blue-Red-White" Short Course Spring Champs
- Gold Sectionals
- Irvine Grand Challenge
- Los Angeles Grand Prix
- June Invite meet
- Summer JO
- NACC meet

### **Working at Meets**

It takes numerous people to run any session of a swim meet. Royal parents are required to assist with timing at meets during the meet your swimmer is entered. A list will be posted that day in the team tent. Be sure to check the list when you arrive and if there is an issue with your time slot please let the parent in charge (on the list) know. All teams are required to provide timers at each meet for every event.

Most parents discover that a meet is a lot more fun if they work as timers, since they have something to do during every heat, they have more room than in the stands, and they get a front row view to see their own children's races. If you have never timed before, anyone will be glad to tell you what to do. Timing watches are provided by the meet hosts.

### **Reporting Times**

If electronic touch pads are used at a meet they provide the "official" time. Buttons and manual watches are used only for backup. When watches are used, the middle of the 3 times is the official time. Official results are posted throughout the meet so you can see how your swimmer did. Official times are only recorded in individual events. In general swimmers swimming relays do not have times recorded for their leg of the relay since they did not start from a starter's signal. The exception is the split time for the first swimmer in a relay which is an official time and is reported.



## **Ages for Meets and USA Swimming Numbers**

A swimmer's age is his age on the first day of the meet. The swimmer's USA number is the swimmer's birth date followed by the first 3 letters of her first name, her middle initial and the first 4 letter of her last name: Annie M. Jones, born 5/19/79, has a USA Swimming number of 051979AnnMJone

USA Swimming publishes a yearly rulebook containing all the swimming rules, national time standards, and other useful information. If you would like to obtain a copy, contact USA Swimming at 719-578-4578. You may also download one for free at [www.usa-swimming.org](http://www.usa-swimming.org)



## **Team Fees and Policies**

All swimmers must register with Southern California Swimming a local swimming committee of USA Swimming. Swimmers who have never participated on a USA Swimming registered team will be required to show a birth certificate or passport as proof of age in order to register. Registration and annual renewal of membership to Southern California Swimming is required for every swimmer. Through this membership insurance coverage is provided for ROYAL swimmers and coaches. Membership in USA Swimming is mandatory.

### **Royal Swim Team Fee Structure**

Yearly NON REFUNDABLE membership fee \$100 per member. Each additional family member is \$50.

Monthly fees are due on the 1<sup>st</sup> of the month and are based on the swimmer's group level.

The cost per month is as follows:

- Pre Team \$110 per month
- Bronze group \$140 per month
- Silver group \$165 per month
- Gold group \$175 per month

Payments may be made automatically through a credit card. Please see the authorization form in the forms section.

### **Late Payments**

- Dues became delinquent after the 5<sup>th</sup> day of each month.
- Late charge of \$20 will be assessed if payment is not received by the 5<sup>th</sup> each month.
- Return Check fee is \$30.
- Declined credit card transaction fee is \$15 per each declined transaction.
- If the dues of a swimmer are still outstanding on the 15<sup>th</sup> of the billing month, the swimmer will not be allowed to participate in workouts. If there is a reason you cannot pay your dues, please discuss the problem with the Head Coach.



- A swimmer who decides to leave the Royal Swim Team for any reason for full month or more may take leave and pay a maintenance fee of \$50 per month which will hold his/her place on the swim team. He/she must return the following month or forfeit his/her place on the team. A member who fails to pay maintenance fee will forfeit his/her yearly membership.
- Royal Swim Team depends on revenue from dues to pay our coaches' salaries, insurance, pool rental, etc. We regret that we cannot afford for families to become delinquent in their payments or negotiate fees.
- Swimmers who choose not to attend workouts for a portion of the month are not entitled to a pro-rated fee.

### **Travel**

Team travel is not arranged for any meets. Most meets are located within Southern California and only Championship meets require out of area travel. If your swimmer requires a ride to a meet most team parents are willing to assist. Please see the team directory (attached) for a list of swimmers contact information.



## **ROYAL SWIM TEAM CODE OF CONDUCT FOR ATHLETES**

The Royal Swim Team is a member of U.S.A. Swimming. All U.S.A. Swimming rules and regulations should be considered Royal Swim Team policies. The following code of conduct is in addition to U.S.A. Swimming's rules and regulations and is the policies of Royal Swim Team.

- No athlete will make derogatory remarks regarding race, religion or ethnicity.
- All athletes will be respectful when speaking to coaches or about coaches to other athletes. Inappropriate language is not allowed.
- Abusive and/or foul language is prohibited and will not be tolerated.
- No athlete will become involved in a physical altercation, with anyone, while representing Royal or at a Royal function. (Practice, meet, party, etc.)

**VIOLATION OF ANY OF THE ABOVE RULES WILL RESULT IN IMMEDIATE  
SUSPENSION LEADING TO POSSIBLE DISMISSAL FROM THE ROYAL SWIM TEAM.**

Disciplinary action will be executed as follows:

- 1st infraction- reminding the swimmer of the Code of Conduct and redirection to the desired behavior.
- 2nd infraction- a period of sitting out. The specified time of sitting out will be determined by the disciplining coach. The main focus of the coach remains with the group. After a sitting out period, the coach will remind the swimmer of the Code of Conduct and redirect to the desired behavior.
- 3rd infraction- dismissal from practice. If a swimmer has been dismissed from practice, they may not leave the pool deck area until the practice session is over and the coach personally speaks with and dismisses the swimmer. Should the disciplined swimmer wish to call his/her parents for immediate pick-up, he/she may do so with permission from the coach. The swimmer must remain on the pool deck until the parent arrives and the coach is notified that the swimmer is now under parental supervision. The discussion of the incident must be postponed until a time that is convenient for the coach.
- 4th infraction- suspension from Royal Swim Team. A meeting time will then be set with the Coach and parent to discuss possible reinstatement to the Club or permanent dismissal. The Royal Swim Team reserves the right to expel a swimmer for behavioral reasons at their discretion without refund.



## **PRACTICE**

- Dry land is a part of practice. If you show up at the end of dry land you are late to practice.
- Showing up on time and then not getting into the water on time means you are late. 3 late starts may result in a suspension.
- Athletes are expected to show respect for teammates. Unsportsmanlike conduct will not be tolerated.
- Royal is an age group swim team. No inappropriate language is allowed. The subject matter of discussions between athletes must be suitable for the youngest (6 years old) swimmers to hear.
- Female swimmers must wear a 1 piece suit to practice and meets. No 2 piece suits allowed. (The ONLY exception to this rule is the beach practices in August).
- Athletes need to bring all required equipment to EVERY practice. The Royal Swim Team website has a detailed list of equipment you will need.

## **SWIM MEETS**

- DO NOT SHOW UP LATE to meets.
- Check-in first thing. It is YOUR responsibility to check-in.
- All athletes must sit with the team.
- Athletes need to speak with a coach before and after EVERY event. Make sure you give the coaches your heat and lane assignment.
- All athletes MUST wear a gold Royal Swim Team cap and a Royal Swim Team Suit at meets. If you have a fast skin or other race suit you do not have to wear the Royal suit.
- NO SCRATCHING EVENTS! ONLY a coach can give you permission to scratch an event, and the only acceptable reason to scratch is an injury.
- Relays are decided by the coaches. There is no switching order or stroke by anyone other than the coaches.

REMEMBER THAT YOU ARE REPRESENTING THE ROYAL SWIM TEAM AT ALL TIMES DURING MEETS. RESPECT FOR OFFICIALS, ADMINISTRATORS, COACHES, ADULTS AND OTHER ATHLETES IS MANDATORY.

Name (please print) .....  
Signed ..... Date .....

### **For members under 12 years**

As the parent or legal guardian of the above named member, I hereby confirm that I have explained to them the contents and implications of this Code of Conduct.

Signed .....(parent/legal guardian) Date .....



## **Attendance**

Ample time is provided at each level of swimming for skill development and conditioning, as well as for the development of team unity and spirit. The following guidelines are set forth in order that all members of the team can benefit substantially. The coaches recognize, however, that attendance may be restricted by other activities as well as by studies. Nearly any swimmer's schedule can be accommodated if the swimmer or his parents discuss the situation with the coach in advance.

## **Equipment**

- Royal Team swimsuit – required only for competition
- Royal Team swim cap – required only for competition
- Positive Dry Fins (PDF)
- Snorkel
- Stroke makers paddles
- Pull Buoys
- Training Fins
- Goggles
- Water Bottle
- Towel
- Mesh bag
- Kickboard

These items may be purchased through the website:

[http://www.royalswimbag.com/package.php?package\\_id=RoyalSwimBag](http://www.royalswimbag.com/package.php?package_id=RoyalSwimBag)





## **ROYAL SWIM TEAM CODE OF CONDUCT FOR PARENTS.**

Parents, please keep in mind the following code of conduct is in accordance with recommendations made

by USA Swimming and ASCA (American Swim Coaches Association).

Ultimately, the goal of such a code is to ensure a positive environment for the development of your swimmer(s).

In addition, our intentions are not only to ensure a swimmer's individual maturity but to also promote a positive and encouraging team atmosphere.

- Parents are expected to assist the coaches in enforcing the rules and regulations of the Royal Swim Team.
- No parent is allowed to coach their child during practice or a competition.
- Parents are strongly discouraged from coaching their children at other times as well. You are part of a sports program that provides professional coaches. Royal Swim Team has a very high standard for coaches. Coaching your swimmer(s) on the side undermines the professional coaches.
- Do not speak with coaches during practice time. This time is for the swimmers. If you need to speak with a coach do so before or after practice.
- Parents may not sit with coaches at meets. Again, this can distract the coaches from focusing on the swimmers.
- Parents are expected to get their children to practice and swim meets on time. Dry land is a part of practice and missing it will count as being late. Arrangements can be made with the coaches for specific situations. In the event that circumstances prevent you from arriving on time a phone call is required.
- If a parent needs to speak to an official or administrator at a meet they need to speak with a coach first and have that coach present during the conversation.
- Pulling a swimmer from practice due to a disagreement with the training program, coach or swimmer's performance is strongly discouraged, and causes more harm than good.
- If you disagree with a coach's decision about the discipline or decisions made discuss it with the coach, **in private**, first. Undermining a coach's authority is not allowed.
- All parents are required to time at swim meets. Every parent will be required to act as head timer 1-2 times a year. **THERE ARE NO EXCEPTIONS TO THIS RULE!** If you do not time at meets you will receive a \$25.00 fine.



- Relays are decided by the coaches. There are many factors that go into choosing the relay teams.  
If your child has been entered in a relay for J.O.'s or Winter Invite or June Invite Championships and is a no-show, barring emergency, a \$100.00 fine will be imposed.



## CODE OF CONDUCT FOR COACHES

- Coaches must arrive 10-15 minutes before their practice.
- Always start and end class on time.
- Make sure to keep communication open with Head Coach regarding any changes to be made in your practice.
- Be open and welcome any student that is put into your practice last minute.
- Keep the pool deck clean at all times. Ask swimmers to clean up the pool and deck at the end of practice.
- Make sure to clean up the deck and organize facility equipment.
- Make sure that all swimmers put all equipment back in the mesh bags after use.
- Take daily attendance after the work day is over.

**Remember:** that the success of our program lies on your performance.

### **Things to keep in mind while coaching your swimmers**

- Always remember you are being watched.
- Give hugs and high fives; children need positive reinforcement.
- **NEVER, NEVER, NEVER** turn your back on your practice. **SAFETY at all times.**
- Do not leave swimmers unattended at the end of practice.
- Coaches should always be interested and involved with their practices.
- Keep parents informed on anything unusual or encouraging after Practice.
- **NEVER SIT DOWN WHILE TEACHING OR COACHING.** When teaching or coaching from the deck, walk to the other side of the pool as much as possible, to correct students on each end.
- **NEVER USE CELL PHONE WHILE COACHING.**
- Try always to be eye level with your students.
- Positive reinforcement for positive action. Whenever possible, try to use positive reinforcement. Praise good behavior.



- Learn the children's names and use them frequently.
- Kids and parents are always listening. If you need to discuss a problem, DO NOT talk in front of your swimmers. Wait until the practice is over and talk to the Head Coach. Or if necessary, try to communicate with the parents while the child is not listening.



## **NUTRITION**

Swimmers are totally dependent on their parents, for the development of sound nutritional habits. Swimming demands a tremendous amount of physical and mental energy and these requirements are directly related to the swimmers nutritional habits.

### **Guidelines for Good Eating**

- Eat two or more kinds of whole grain daily (wheat, oats, brown rice, barley, buckwheat, etc.) in the form of cereals, side dishes, pasta, and bread.
- Eat two or more servings of raw vegetables or salad and two or more servings of raw or cooked green or yellow vegetables daily. Potatoes may be eaten every day.
- Eat one piece of citrus fruit and up to three or four fresh fruit servings daily.
- Eat beans or peas one to three times weekly, as you wish.
- Eat three full meals daily. Don't go hungry between meals; snacks are encouraged.
- For snacks, eat fruit, vegetables and raw salad, or whole grain bread or crackers that are free of oil or sweeteners.
- Flavor with herbs and spices instead of salt. Keep salt intake minimal.
- If you need to lose weight, increase vegetables and decrease grains.
- If you need to gain weight, decrease vegetables and increase grains. Vitamin supplements are recommended as well as sound nutritional habits.

### **Pre-Competition Meal**

- Prepare your own food. It's better for you, less expensive and it eliminates fast, junk food.
- Eat a meal that is composed primarily of carbohydrates. This should be food that the swimmer enjoys but is not high in fat content or hot and spicy. If it is a morning meet, rise with enough time to eat breakfast. The meal should not be heavy but sufficient to start off what may be a long day.
- Eat 2 to 4 hours before competition begins, so the body has time to digest the meal.
- For snacks, eat fruit. Food high in processed sugar content is detrimental to a swimmer's performance.
- Meals should not be skipped entirely, because the overall performance of the athlete may suffer. Be sure to drink plenty of water during the meet.
- Do not let yourself become thirsty. A water bottle is required during practice and should be brought to meets.



- Some young swimmers direct their anxieties about the upcoming competition to their stomachs, making it difficult for them to eat a pre-meet meal. In this situation, a liquid pre-meet meal is a sound alternative to solid food.



## **Sports Medicine/Swimmer Injuries**

Coaches, as well as parents, are interested in maintaining the physical well being of each swimmer. Consequently, if a swimmer has a physical problem, you should inform the coach so that he can take any special precautions. A sports injury usually requires the attention of a physician familiar with the sport. Such an injury needs to be brought to the coach's attention as well, so that he can develop beneficial practices for the swimmer. The senior teams may be asked to participate in physical testing that will better enable the coaches to coach them. This will occur only if the coaches are convinced that it is in the swimmer's best interests.





## Royal Swim Team Hosts Swim Meet

### Meet Job Descriptions

The following outlines the jobs that are required to run a meet, including a brief description of what the job entails and the time frame required. A “session” starts at the time of warm-up and ends after the last event. Please note that some jobs require that you be available to work before a session begins or after it ends.

**Meet Manager:** Organize the meet, identify and coordinate meet workers and assist the Meet Referee the day of the meet to ensure set up of computers and Colorado, and see that everything runs smoothly and efficiently. Must be USA Swimming registered. Time estimate: 1 hour prior to meet plus meet session(s).

**Assistant Meet Manager:** Assist Meet Manager. Often, this person is training to become a Meet Manager. Time estimate: Same as Meet Manager.

**Head Timer:** Responsible for stopwatch and lane assignments. Also serves as “Back-up” timer and assists Runner as required. Time estimate: Meet session.

**Timer:** Responsible for operating the stopwatch to record a swimmer’s time on the timer sheet. These times are used as a back-up time in case the touch pads of the Colorado Timing system do not function properly. There are 2 timers per lane. In addition to operating the stopwatch, one timer records the stopwatch times on the timer sheet and the other operates the back-up button of the Colorado Timing system. Time estimate: Meet session.

**Runner:** Responsible for distributing and retrieving timer sheets during the meet. Time estimate: Meet session.

**Poster:** Responsible for posting heat/lane assignments and results. Time estimate: Meet session.

**Announcer:** Responsible for warm-up session music and announcements. Announces results of events and, in the case of trials and finals, takes scratches for finals. Time estimate: Meet session.

**Marshals:** “The person wearing the orange vest.” One male and one female required at each session. Responsible for monitoring access to pool deck to ensure that no unauthorized person(s) gain access, checking the locker rooms, and making sure swimmers are demonstrating safe behavior (no running, no playing in locker rooms or in doorways, etc.). The Marshall will also enforce warm-up procedures and maintain order in the swimming venue. The Marshall shall have full authority to warn or order cease and desist, and, with the concurrence of the referee, to remove or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language or whose actions are disrupting the orderly conduct of the meet. Time estimate: Meet session.



**Awards:** Responsible for getting the award labels from the computer person, placing them on the awards and filing awards in appropriate team bags. Time estimate: Meet session until all awards are filed.

**Hospitality:** Work in the hospitality area to provide meals for coaches and officials between meet sessions. Time estimate: Varies with meet timing, but requires attendance between sessions of a meet.

**Food Shopper:** Purchases food required for the Concession area, in coordination with Concession Food Coordinator. Time estimate: Approximately 4 hours. Must coordinate with Meet Manager and Concession Food Coordinator.

**Concession:** Work in Concession area preparing, stocking and selling food, and meet items such as programs. Time estimate: Meet session. Individuals working the last session of the day should be prepared to assist with clean up.



## Glossary of Swimming Terms

A Glossary of those strange and wacky words we use in the sport of swimming. You may or may not find these words in the English Dictionary, and if you do, their definitions will probably be radically different than the ones listed in this Glossary. Relax and take your time reading. Soon you'll be understanding and maybe even speaking some "SWIMSLANG".

"A"	Time classification for a swimmer. National Age Group Time Standard "A". "A" time is .01 seconds faster than the "BB" time standard and .01 slower than the "AA" time standard. See the NAGT published chart.
"AA"	Time classification for a swimmer that is .01 faster than "A" time standard.
"AAA"	Time classification for a swimmer that is .01 faster than the "AA" time standard.
"AAAA"	Time classification for a swimmer that is .01 faster than the "AAA" time standard. This is the fastest time standard listed on the NAGT chart. Times faster than this are approaching National cuts or Top Times consideration.
Achiever Card	A recognition card or certificate proving the swimmer has made a specific time in an event. The card lists the distance, stroke, swimmer's time, date and place of meet, swimmer's name, and meet referee's signature.
Add Up	Aggregate Time - times achieved by four swimmers in individual events which are added together to arrive at a provable relay entry time.
Admission	Certain swim meets charge for spectators to view the meets. These are usually the larger more prestigious meets. Sometimes the meet program (heat sheet) is included in the price of admission.
Age Group	Division of swimmers according to age. The National Age Group divisions are: 10-under, 11-12, 13-14, 15-16, 17-18. Some LSCs have divided the swimmers into more convenient divisions specific to their situations: (i.e.) 8-under, 13-Over, 15-Over, Junior, Senior.
Alternate	In a Prelims/Finals meet, after the finalists are decided, the next two fastest swimmers other than the finalists are designated as alternates. The faster of the two being the first alternate and the next being second alternate. If a finalist cannot participate, the alternates are called to take their place.
Anchor	The final swimmer in a relay.
Approved Meet	A meet conducted with sufficient USA Swimming officials to certify conformance to USA Swimming rules. The meet may include competitors who are not USA Swimming members. The meet may be a competition sanctioned at the LSC level with the added approval of USA Swimming because both member and non-member athletes will be competing.
ASCA	The <u>American Swim Coaches Association</u> . The professional organization for swim coaches throughout the nation. Certifying coaches and offering many services for coaches' education and career advancement.



Backstroke	One of the four competitive racing strokes, basically any style of swimming on your back. Backstroke is swum as the first stroke in the Medley Relay and second stroke in the I.M. Racing distances are 50 yards/meter, 100 yards/meter, and 200 yards/meter (LSCs with 8-under divisions offer the 25 yd back).
Beep	The starting sound from an electronic, computerized timing system.
Blocks	The starting platforms located behind each lane. Some pools have blocks at the deeper end of the pool, and some pools have blocks at both ends. Blocks have a variety of designs and can be permanent or removable.
BLUE-Meet	Swim meet that requires swimmers to have previously achieved an "BLUE" time standard in the events they wish to enter.
BLUE-RED Meet	Swim meet that offers separate competition for both "BLUE" swimmers and "RED" swimmers, usually with medals for the "BLUE" swimmers and ribbons for the "RED" swimmers. Swimmers compete in separate brackets against other swimmers of their own ability. Usually only "BLUE" swimmers can score individual event team points.
BRW	Swim meet similar to the BLUE-RED meet except that there are three divisions. This type of meet includes every ability level of swimmer from Novice to very experience. All swimmers with an "BLUE" time or faster compete in the "BLUE" division, and all swimmers with a "WHITE" and down compete in the "WHITE" division. The "RED" division is the most limited with both top (.01 slower than "BLUE") and bottom (.01 faster than "WHITE") limitations.
BOD	Board of Directors of the Local Swim Committee (LSC) or USA Swimming (USA-S).
Bonus Heat	The heat held during the finals session of a Prelims/Finals meet that is slower than the swimmers participating in Big Finals. The Bonus Heat may refer to Consolation Finals or an extra heat in addition to Consolation finals.
Bottom	The floor of the pool. Bottom depths are usually marked on the walls or sides of the pool.
Breaststroke	One of the four competitive racing strokes. Breaststroke is swam as the second stroke in the Medley Relay and the third stroke in the I.M. Racing distances are 50 yards/meter, 100 yards/meter, and 200 yards/meter. (LSCs with 8-under divisions offer the 25 yd breast).
Bull Pen	The staging area where swimmers wait to receive their lane and heat assignments for a swimming event. Area is usually away from the pool and has rows of chairs for the swimmers to sit. The Clerk of the Course is in charge of the Bull Pen.
Bulletin	One of the most important communication devices for a swim club. Bulletin boards are usually in the entrance Board ways of pools and have timely information posted for swimmers and parents to read.
Butterfly	One of the four competitive racing strokes. Butterfly (nicknamed FLY) is swam as the third stroke in the Medley Relay and first stroke in the I.M. Racing distances are 50 yards/meter, 100 yards/meter, and 200 yards/meter (LSCs with 8-under divisions offer the 25 yard fly).



Button	The manual Timing System stopping device that records a back-up time in case the touch pad malfunctioned. The button is at the end of a wire, plugged into a deck terminal box. There are usually 3 buttons per lane. It is the timers responsibility to push the button as the swimmer finishes the race.
Camp	A swimming function offered by USA-S, your LSC, or a USA-S coach. There are many types of camps for just about every level of swimmer. When selecting a camp, ask for your coach's advice as to what will be the best for the swimmer, or call USA-S swimming for details on the many camps they offer.
Cap	The latex or silicone covering worn on the head of swimmers. The colors and team logo's adorning these caps are limitless. National Caps, State Team Caps, award caps, plain practice caps, etc.
Car pool	The major transportation service provided by parents of a swim club, to shuttle swimmers to and from practices.
Cards	A card that may either be handed to the swimmer in the bull pen or given to the timer behind the lane. Cards usually list the swimmers name, USA-S number, seed time, event number, event description, and the lane and heat number the swimmer will swim in. Backup times are written on these cards. Each event may have a separate card.
Carbohydrates	The main source of food energy used by athletes. Refer to a Nutritional Manual for more information.
Championship Meet	The meet held at the end of a season. Qualification times are usually necessary to enter meet.
Championship Finals	The top six, eight or ten swimmers (depending on the number of pool lanes) in a Prelims/Finals meet who, after the prelims are swum, qualify to return to the Finals. The fastest heat of finals when multiple heats are held.
Check-In	The procedure required before a swimmer swims an event in a deck-seeded meet. Sometimes referred to as positive check-in, the swimmer must mark their name on a list posted by the meet host.
Check-Out	The parent's job at the motel. This is listed here to remind parents to request "Late Check Out" times if offered at no charge by the motel. This makes the last day of the meet a little less hectic.
Chlorine	The chemical used by most pools to kill the bacteria in water and keep it clear and safe to swim in.
Circle Seeding	A method of seeding swimmers when they are participating in a prelims/finals event. The fastest 18 to 24 swimmers are seeded in the last three heats, with the fastest swimmers being in the inside lanes. (i.e.) Lane 4 in the final three heats. See rule book for exact method for seeding depending on the lanes in the pool.
Clinic	A scheduled meeting for the purpose of instruction. (i.e.) Official's clinic, Coach's clinic.
Closed Competition	Swim meet which is only open to the members of an organization or group. Summer club swim meets are considered to be "Closed Competition."





Club	A registered swim team that is a dues-paying member of USA-S and the local LSC.
Code	A set of rules that have been officially published.
Code of Ethics	A Code of Conduct that both swimmers and coaches are required to sign at certain USA-S/LSC sponsored events. The Code is not strict and involves common sense and proper behavior.
Colorado	A brand of automatic timing system.
Consolation Finals	After the fastest six, eight or ten swimmers, the next six, eight or ten swimmers (depending on the number of pool lanes) in a Prelims/Finals meet who, after the prelims are swum, qualify to return to the Finals. Consolations are the second fastest heat of finals when multiple heats are held and are conducted before the Championship heat.
Convention	United States Aquatic Sports annual, week long, meeting where all rules changes are decided and working committees are established. Representatives are sent by each LSC to make up the voting body.
Course	Designated distance (length of pool) for swimming competition. Long Course (LC) = 50 meters / Short Course (SCY) = 25 yards or 25 meters.
Deadline	The date meet entries must be "postmarked" by, to be accepted by the meet host. Making the meet deadline does not guarantee acceptance into a meet since many meets are "full" weeks before the entry deadline.
Deck	The area around the swimming pool reserved for swimmers, officials, and coaches. No one but an "authorized" USA Swimming member may be on the deck during a swim competition.
Deck Entries	Accepting entries into swimming events on the first day or later day of a meet.
Deck Seeding	Swimmers report to a bull pen or staging area and receive their lane and heat assignments for the events.
Dehydration	The abnormal depletion of body fluids (water). The most common cause of swimmers cramps and sick feelings.
Developmental	A classification of meet or competition that is usually held early in the season. The purpose of a developmental meet is to allow all levels of swimmers to compete in a low-pressure environment.
Distance	How far a swimmer swims. Distances for short course are: 25 yards (1 length), 50 yards (2 lengths), 100 yards (4 lengths), 200 yards (8 lengths), 400 yards (16 lengths), 500 yards (20 lengths), 1000 yards (40 lengths), 1650 yards (66 lengths). Distances for long course are: 50 meters (1 length), 100 meters (2 lengths), 200 meters (4 lengths), 400 meters (8 lengths), 800 meters (16 lengths), 1500 meters (30 lengths).
Disqualified	A swimmer's performance is not counted because of a rules infraction. A disqualification is shown by an official raising one arm with open hand above their head.
Dive	Entering the water head first. Diving is not allowed during warm-ups except at the designated time, in specific lanes that are monitored by the swimmer's coach.
Diving Well	A separate pool or a pool set off to the side of the competition pool. This pool has deeper water and diving boards/platforms. During a meet, this area may be designated as a warm-down pool with proper supervision.



Division I-II-III	NCAA member colleges and universities are assigned divisions to compete in, depending on the school's total enrollment. Division I being the large universities and Division III being the smaller colleges.
Double Dual	Type of swim meet where three teams compete in dual meets against each other at the same time. Separate meet scores would be kept for Team A vs. Team B, Team A vs. Team C, and Team B vs. Team C.
Dual Meet	Type of meet where two teams/clubs compete against each other.
Draw	Random selection by chance.
Dropped Time	When a swimmer goes faster than the previous performance they have "dropped their time."
Dry land	The exercises and various strength programs swimmers do out of the water.
Dry Side	That part of the Code book (rule book) that deals with the "Administrative" Regulations of Competition.
Entry	An individual, relay team, or club roster's event list in a swim competition.
Entry Chairperson	The host club's designated person who is responsible for receiving, and making sure the entries have met the deadline, or returning the entries if the meet is full. This person usually will find discrepancies in the meet entries and notify the entering club to correct any errors.
Entry Fees	The amount per event a swimmer or relay is charged. This varies depending on the LSC and type of meet.
Entry Limit	Each meet will usually have a limit of total swimmers they can accept, or a time limit they cannot exceed. Once an entry limit has been reached, a meet will be closed and all other entries returned.
Electronic Timing	Timing system operated on DC current (battery). The timing system usually has touch pads in the water, junction boxes on the deck with hook up cables, buttons for backup timing, and a computer-type console that prints out the results of each race. Some systems are hooked up to a scoreboard that displays swimmers.
Eligible to compete	The status of a member swimmer that means they are registered and have met all the requirements.
Equipment	The items necessary to operate a swim practice or conduct a swim meet.
Event	A race or stroke over a given distance. An event equals 1 preliminary with its final, or 1 timed final.
False Start	When a swimmer leaves the starting block before the horn or gun. One false start will disqualify a swimmer or a relay team, although the starter or referee may disallow the false start due to unusual circumstances.
False Start Rope	A recall rope across the width of the racing pool for the purpose of stopping swimmers who were not aware of a false start. The rope is about 1/2 way on yard pools and about 50 feet from the starting end on meter pools.
Fastest to Slowest	A seeding method used on the longer events held at the end of a session. The fastest seeded swimmers participate in the first heats followed by the next fastest and so on. Many times these events will alternate one girls heat and one boys heat until all swimmers have competed.





Fees	Money paid by swimmers for services. (i.e.) Practice fees, registration fee, USA-S membership fee, etc.
FINA	The international rules-making organization for the sport of swimming.
Finals	The final race of each event. See "Consolation Finals", "Timed Finals", etc.
Final Results	The printed copy of the results of each race of a swim meet.
Fine	The monetary penalty assessed a swimmer or club when a swimmer does not achieve the necessary time required to swim in an event, and cannot prove they have done the time previously.
Fins	Large rubber flipper-type devices that fit on a swimmers feet. Used in swim practice, not competition.
Flags	Pennants that are suspended over the width of each end of the pool approximately 15 feet from the wall.
Format	The order of events and type of swim meet being conducted.
Fund Raiser	A money making endeavor by a swim team/club usually involving both parents and swimmers.
Freestyle	One of the four competitive racing strokes. Freestyle (nicknamed Free) is swum as the fourth stroke in the Medley Relay and fourth stroke in the I.M. Racing distances are 50 yards/meter, 100 yards/meter, 200 yards/meter, 400 mtr/500, yd 800 mtr/1000 yds, 1500 mtr/1650 yds (LSCs with 8-under divisions offer the 25 yd free).
Gallery	The viewing area for spectators during the swimming competition.
Goals	The short- and long-range targets for swimmers to aim for.
Goggles	Glasses-type devices worn by swimmers to keep their eyes from being irritated by the chlorine in the water.
Gun Lap	The part of a freestyle distance race (400 meters or longer) when the swimmer has two lengths plus five yards to go. The starter fires a gun shot over the lane of the lead swimmer when the swimmer is at the backstroke flags.
Handbook	A reference manual published by teams/clubs and LSCs or other swimming organizations.
Headquarters	The motel designated by the meet host. Usually, hospitality rooms and meetings relating to the meet will be held at this location. Many times this motel is one of the sponsors of the meet.
Heats	A division of an event when there are too many swimmers to compete at the same time. The results are compiled by swimmers time swum, after all heats of the event are completed.
Heat Award	A ribbon or coupon given to the winner of a single heat at an age group swim meet.
Heat Sheet	The pre-meet printed listings of swimmers' seed times in the various events at a swim meet. These sheets vary in accuracy, since the coaches submit swimmers times many weeks before the meet. Heat sheets are sold at the admissions table and are used mainly to make sure the swimmer has been properly entered in all the events they signed up for. Parents enjoy looking at the seedings prior to the race plus swimmers can tell the order the events will be conducted and get a rough idea how long the meet sessions will last.



High Point	An award given to the swimmer scoring the most points in a given age group at a swim meet. All meets do not offer high point awards; check the pre meet information.
HOD	House of Delegates. The ruling body of an LSC composed of the designated representative of each club plus the board of directors (BOD) of the LSC. One vote per club and board member.
Horn	A sounding device used in place of a gun. Used mainly with a fully automatic timing system.
Illegal	Doing something against the rules that is cause for disqualification.
IM	Individual Medley. A swimming event using all four of the competitive strokes on consecutive lengths of the race. The order must be: Butterfly, Backstroke, Breaststroke, Freestyle. Equal distances must be swam of each stroke. Distances offered: 100 yards, 200 yards/meters, 400 yards/meter.
Insurance	USA Swimming offers "accident insurance coverage," which is automatic when a swimmer, coach, or official pays their USA-S membership fee. Many restrictions apply, so check with your club for detailed information.
Interval	A specific elapsed time for swimming or rest used during swim practice.
Invitational	Type of meet that requires a club to request an invitation to attend the meet.
J.O.	Junior Olympics. An age group championship meet conducted by the LSC.
Jump	An illegal start done by the 2nd, 3rd, or 4th member of a relay team. The swimmer on the block breaks contact with the block before the swimmer in the water touches the wall.
Juniors	A USA-S Championship meet for swimmers 18 years old or less. Qualification times are necessary.
Kick	The leg movements of a swimmer. A popular word to "yell" to encourage swimmers during a race.
Kick Board	A flotation device used by swimmers during practice. A lightweight object used with great accuracy by coaches.
Lane	The specific area in which a swimmer is assigned to swim. (ie) Lane 1 or Lane 2. Pools with starting blocks at only one end: As the swimmers stand behind the blocks, lanes are numbered from Right (lane 1) to Left (Lane 6).
Lane Lines	Continuous floating markers attached to a cable stretched from the starting end to the turning end for the purpose of separating each lane and quieting the waves caused by racing swimmers.
Lap	One length of the course. Sometimes may also mean down and back (2 lengths) of the course.
Lap Counter	The large numbered cards (or the person turning the cards) used during the freestyle events 500 yards or longer. Counting is done from the end opposite the starting end. The numbers on the cards are "odd numbers" only with the final lap being designated by a bright orange card.
Late Entries	Meet entries from a club or individual that are received by the meet host after the entry deadline. These entries are usually not accepted and are returned to sender.
Leg	The part of a relay event swum by a single team member. A single stroke in the IM.



Length	The extent of the competitive course from end to end. See lap.
Long Course	A 50-meter pool.
LSC	Local Swim Committee. The local level administrative division of the corporation (USA-S) with supervisory responsibilities within certain geographic boundaries designated by the Corporation.
Lycra	A stretch material used to make competitive swim suits and swim hats.
Mark	The command to take your starting position.
Marshall	The official who control the crowd and swimmer-flow at a swim meet.
Meet	A series of events held in one program.
Meet Director	The official in charge of the administration of the meet. The person directing the "dry side" of the meet.
Meters	The measurement of the length of a swimming pool that was built per specs using the metric system. Long course meters is 50 meters, short course meters is 25 meters.
Mile	The slang referring to the 1500 meter or the 1650 yard freestyle, both of which are slightly short of a mile.
NAIA	National Association of Intercollegiate Athletics
NAGTS	National Age Group Time Standards - the list of "C" through "AAAA" times published each year.
Nationals	USA Swimming National Championship meet conducted in March/April and August.
Natatorium	A building constructed for the purpose of housing a swimming pool and related equipment.
NCAA	National Collegiate Athletic Association
NGB	National Governing Body
NCSA	National Club Swimming Association, Inc. is a private nonprofit organization for professionally coached swimming clubs and their coaches. The clubs are independently owned and operated and not under the direct control of any other institution.
Non-Conforming Time	A short course time submitted to qualify for a long course meet, or vice versa.
Novelty Meet	A meet that does not fall into a specific category because of limited events, sessions, or age brackets.
NRT	National Reportable Time. A time list published once a year, which if a swimmer equals or betters the time on the list, they may submit their time in that event for consideration for national recognition.
NSSA	National Swim School Association
NT	No Time. The abbreviation used on a heat sheet to designate that the swimmer has not swum that event before.
NTV	National Times Verification. A certificate verifying a national qualifying time achieved by a swimmer and issued only by a verification official of the location where the meet was held.
Observed Meet	A meet that is not conducted according to USA Swimming rules (high school, YMCA) where a request for observation has been processed and approved in advance. Sufficient USA Swimming officials are present to certify that the athletes' swims are in compliance with USA Swimming technical rules.



Observed Swim	A swim observed by assigned USA Swimming officials for conformance with USA Swimming technical rules in a meet conducted under other than USA Swimming rules.
Officials	The certified adult volunteers who operate the many facets of a swim competition.
Olympic Trials	The USA-S sanctioned long course swim meet held the year of the Olympic Games to decide what swimmers will represent the USA on our Olympic Team. Qualification times are faster than Senior Nationals.
Omega	A brand of automatic timing system.
OT	Official Time. The swimmers event time recorded to one hundredth of a second (.01).
OTC	Olympic Training Center in Colorado Springs, Colorado.
Open Competition	Competition which any qualified club, organization, or individual may enter.
Parka	Large 3/4 length fur lined coats worn by swimmers. Usually are in team colors with logo or team name.
Pace Clock	The electronic clocks or large clocks with highly visible numbers and second hands, positioned at the ends or sides of a swimming pool so the swimmers can read their times during warmups or swim practice.
Paddle	Colored plastic devices worn on the swimmers hands during swim practice.
Pool	The facility in which swimming competition is conducted.
Positive Check In	The procedure required before a swimmer swims an event in a deck seeded or pre seeded meet. The swimmer must mark their name on a list posted by the meet host.
Practice	The scheduled workouts swimmers attend with their swim team/club.
Prelims	Session of a Prelims/Finals meet in which the qualification heats are conducted.
Prelims-Finals	Type of meet with two sessions. The preliminary heats are usually held in the morning session. The fastest six or eight (Championship Heat) swimmers, and the next fastest six or eight swimmers (Consolation Heat) return in the evening to compete in the Finals. A swimmer who has qualified in the Consolation Finals may not place in the Championship Finals even if their finals time would place them so. The converse also applies.
Pre-seeded	A meet conducted without a bull pen in which a swimmer knows what lane and heat they are in by looking at the heat sheet or posted meet program.
Proof of Time	An official meet result, OVC, or other accepted form. Swimmers/Coaches must supply proof of time with some meet entries, and other meets it is not required unless a swimmer misses a cut of time at the meet.
Psyche Sheet	An entry sheet showing all swimmers entered into each individual event. Sometimes referred to as a "Heat Sheet" or meet program. However, a "heat sheet" would show not only every swimmer in an event, but also what heat and lane they are swimming in.
Pull Buoy	A flotation device used for pulling by swimmers in practice.



Qualifying Times	Published times necessary to enter certain meets, or the times necessary to achieve a specific category of swimmer. See "A", "AA" (etc.) times.
Ready Room	A room pool side for the swimmers to relax before they compete in finals.
Recall Rope	A rope across the width of the racing pool for the purpose of stopping swimmers who were not aware of a false start. The rope is about 1/2 way on yard pools and about 50 feet from the starting end on meter pools.
Referee	The head official at a swim meet in charge of all of the "Wet Side" administration and decisions.
Registered	Enrolled and paid as a member of USA-S and the LSC.
Relays	A swimming event in which four swimmers participate as a team. Each swimmer completes an equal distance of the race. There are two types of relays: 1.) Medley relay - One swimmer swims Backstroke, one swimmer swims Breaststroke, one swimmer swims Butterfly, one swimmer swims Freestyle, in that order. Medley relays are conducted over 200 yd/mtr and 400 yd/mtr distances. 2.) Freestyle relay - Each swimmer swims freestyle. Free relays are conducted over 200 yd/mtr, 400 yd/mtr, and 800 yd/mtr distances.
Rest Area	A designated area (such as a gymnasium) that is set aside for swimmers to rest during a meet.
Safety	The responsible and careful actions of those participating in a swim meet. USA-S and each LSC now have a "Safety Coordinator" and each meet must have "Marshalls" in charge of safety.
Sanction	A permit issued by an LSC to a USA-S group member to conduct an event or meet.
Sanction Fee	The amount paid by a USA-S group member to an LSC for issuing a sanction.
Sanctioned Meet	A meet that is approved by the LSC in which it is held. Meet must be conducted according to USA Swimming rules. All participants, including coaches, athletes and officials, must be USA Swimming members.
Schedule	USA-S or LSC list of meets with dates, meet host, meet location, type of meet, and contacts address and phone.
Scratch	To withdraw from an event after having declared an intention to participate. Some meets have scratch deadlines and specific scratch rules, and if not followed, swimmer can be disqualified from remaining events.
Sectionals	Nickname for Speedo Championship Series (see below).
Seed	Assign the swimmers heats and lanes according to their submitted or preliminary times.
Seeding	Deck Seeding - swimmers are called to report to the Clerk of the Course. After scratches are determined, the event is seeded. Pre Seeding - swimmers are arranged in heats according to submitted times, usually a day prior to the meet.
Senior Meet	A meet that is for senior level swimmers and is not divided into age groups. Qualification times are usually necessary and will vary depending on the level of the meet.
Senior	Nationals USA-S National Championship meet for swimmers of any age as long as the qualification times are met.





Session	Portion of meet distinctly separated from other portions by locale, time, type of competition, or age group.
Shave	The process of removing all arm, leg, and exposed torso hair, to decrease the "drag" or resistance of the body moving through the water. Used only by Seniors at very important (Championship) meets.
Short Course	A 25-yard or 25-meter pool.
Speedo Championship Series	Open "senior level" meets held in the spring and summer. Each Zone may hold up to four meets. Meets are commonly called "Sectionals." Qualifying times, sites, dates and meet rules are determined locally.
Splash	The USA Swimming magazine that is mailed bi-monthly. A benefit of being a member of USA Swimming.
Split	A portion of an event that is shorter than the total distance and is timed. (i.e.) A swimmer's first 50 time is taken as the swimmer swims the 100 race. It is common to take multiple splits for the longer distances.
STARS	Swimming Tracking and Recognition System. National Times Database of meet results provided by tabulators appointed by each LSC.
Stations	Separate portions of a dry land or weight circuit.
Start	The beginning of a race. The dive used to begin a race.
Starter	The official in charge of signaling the beginning of a race and insuring that all swimmers have a fair takeoff.
Still Water	Water that has no current caused by a filter system or no waves caused by swimmers.
State	A meet held twice a year (Short Course and Long Course) sponsored by the LSC. In larger LSCs it is common to hold a Championship Senior meet and Age Group meet separately. Qualification times are usually necessary.
Stand-up	The command given by the Starter or Referee to release the swimmers from their starting position.
Step-Down	The command given by the Starter or Referee to have the swimmers move off the blocks. Usually this command is a good indication everything is not right for the race to start.
Stroke	There are 4 competitive strokes: Butterfly, Backstroke, Breaststroke, Freestyle.
Stroke Judge	The official positioned at the side of the pool, walking the length of the course as the swimmers race. If the Stroke Judge sees something illegal, they report to the referee and the swimmer may be disqualified.
Submitted Time	Times used to enter swimmers in meets. These times must have been achieved by the swimmer at previous meets.
Suit	The racing uniform worn by the swimmer, in the water, during competition. The four most popular styles/types of suits worn are: Nylon, Lycra, Paper, and Fast skin.
Swim-A-Thon	The "Fund Raiser" trademarked by USA Swimming for local clubs to use to make money.
Swim America	The professional swim lesson program administrated by the American Swim Coaches Association licensed to coaches.



Swim-off	In a Prelims/Finals type competition, a race after the scheduled event to break a tie. The only circumstance that warrants a swim-off is to determine which swimmer makes finals or an alternate, otherwise ties stand.
<u>Swimming World</u>	A paid-subscription swimming magazine.
SWIMS USA	Swimming system that keeps track of every time swum by all swimmers. Available through the USA-S website.
Taper	The resting phase of a swimmer at the end of the season before the championship meet.
Team	USA-S Registered club that has the right to compete for points.
Team Records	The statistics a team keeps, listing the fastest swimmer in the clubs history for each age group/each event.
Timed Finals	Competition in which only heats are swum and final placings are determined by those times.
Time Standard	A time set by a meet or LSC or USA-S (etc) that a swimmer must achieve for qualification or recognition.
Timer	The volunteers sitting behind the starting blocks/finish end of pool, who are responsible for getting watch times on events and activating the backup buttons for the timing system.
Time Trial	An event or series of events where a swimmer may achieve or better a required time standard.
Top 16	A list of times compiled by the LSC or USA-S that recognizes the top 16 swimmers in each age group (boys & girls) by each event and distance. The number 16 was arbitrarily chosen because it would normally fill the finals and consoles heats at a swim meet.
Touch Out	To reach the touchpad and finish first in a close race.
Touch Pad	The removable plate (on the end of pools) that is connected to an automatic timing system. A swimmer must properly touch the touchpad to register an official time in a race.
Transfer	The act of leaving one club or LSC and going to another. Usually 120 days of unattached competition is required before swimmer can represent another USA-S club.
Travel Fund	A sum of money set aside for a swimmer to use for travel expenses and entry fees to specified meets.
Tri-meet	A meet with three teams competing for points to see who places 1st-2nd-3rd.
Unattached	An athlete member who competes, but does not represent a club or team. (abbr. UN)
Uniform	The various parts of clothing a swimmer wears at a meet. May include: parka, Warm-up jacket, team duffel bag, sweat pants, suits, hat, goggles, T-shirt, etc.
Unofficial Time	The time displayed on a read out board or read over the intercom by the announcer immediately after the race. After the time has been checked, it will become the official time.
USA-S	The governing body of swimming--USA Swimming.
USA Swimming	The national governing body of the sport headquartered in Colorado Springs.





USA-S ID Number	A 16-part number assigned to a swimmer after they have filled out the proper forms and paid their annual dues. The first 6 parts are numbers of a swimmer's birth date: Day/Month/Year using zeros as place holders. The next three spaces are the first three letters of the athlete's legal first name. The next letter is the middle initial, followed by the first four letters of the swimmer's last name. For example: USA-S ID# for swimmer Suzanne Eileen Nelson and born Aug.27, 1976 = 082776SUZENELS.
USOTC	United States Olympic Training Center located in Colorado Springs, Colorado.
Vertical	At right angle to the normal water level.
Warm-down	The recovery swimming a swimmer does after a race when pool space is available.
Warm-up	The practice and "loosening-up" session a swimmer does before the meet or their event is swum.
Watch	The hand held device used by timers and coaches for timing a swimmers races and taking splits.
Weights	The various barbells, benches, machines, etc. used by swimmers during their dry land program.
Whistle	The sound a starter/referee makes to signal for quiet before they give the command to start the race.
Yards	The measurement of the length of a swimming pool that was built per specs using the American system. A short course yard pool is 25 yards (75 feet) in length.
Yardage	The distance a swimmer races or swims in practice. Total yardage can be calculated for each practice session.
Zones	The country is divided up into 4 major zones: Eastern - Southern - Central - Western. At the end of the long course season (in August) the Zone Administration sponsors a championship age group meet.



## **Forms**

- **Registration**
- **Credit Card Authorization**



## 2010 Swimmer Registration Form

Parent's Names \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Home Phone (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Parent Email address: \_\_\_\_\_

1. **Training Group Monthly Fee:**

Gold Group - \$175 / month  
Silver Group - \$165 / month  
Bronze Group - \$140 / month  
Pre Team - \$110 / month

2.	Swimmer's Name Last, First Name	Training Group	Age	Sex	Monthly Fee
	_____	_____	____	____	\$ _____
	_____	_____	____	____	\$ _____

3. 2010 USA MEMBERSHIP FEE (required for all swimmers)  
# Kids \_\_\_\_x \$55.00 each = \$ \_\_\_\_\_

4. Annual Membership Fee \$100 per member (\$50 per additional member in the family)  
#Kids \_\_\_\_\_ = \$ \_\_\_\_\_

**TOTAL FEE = \$ \_\_\_\_\_**

**\*Royal Swim Team Membership Fee due September 1<sup>st</sup>.**

**\*Monthly fees due on the 1<sup>st</sup> of each month.**

**You can pay by Credit Card ( Visa, Master card ) or**

**Make check payable to Royal Swim Team Inc.**

**Please, send all payments to: Royal Swim Team**

**c/o Val Bagri**

**14359 Addison street #102**

**Sherman Oaks, CA 91423**

**Contact information:**

**Phone (818) 625-5507, E-mail: royalswimteam@yahoo.com**

**Web: www.royalswimteam.com**

**Head Coach - Val Bagri**



## ROYAL SWIM TEAM

### CREDIT CARD PAYMENT AUTHORIZATION FORM

<b>Credit Card Information</b>		
Name on Card:		
Credit Card Type:	Master Card:	VISA:
Credit Card Number:		
Expiration Date:	Month:	Year:
3-digit security code (back of card):		

<b>Credit Card Billing Address</b>	
First Name:	
Last Name:	
Street Address:	
City, State:	Zip code

<b>Additional Contact Information</b>
Phone Number:
Email Address:

<b>Authorization:</b>	
<input type="checkbox"/> I hereby authorize the Royal Swim Team to charge the above credit card on the 1 <sup>st</sup> of each month in the amount of \$ _____. for a monthly swim team fee. I also agree to notify the Head Coach of the Royal Swim Team in writing to terminate or inactivate my membership.	
Print your name:	Date:
Signature:	Date:

**All information is required to process your credit card payment.**