



FREDERICK COUNTY YMCA
TIDAL FORCE SWIM TEAM

**BEFORE THE MEET,
DURING THE MEET
AND AFTER THE
MEET INFORMATION**

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1. Before the Meet - Meet Entry

1.1 Meet Entries

1.1a Dual Meet Swimmer Entry – Winter

To ensure that every swimmer is entered into a meet correctly, in Winter, prior to each meet, you will receive an email requiring you to respond by a set date and time with your restrictions for participation in the upcoming meet. This is the time when you will let the Coach know if there are outside obligations that will keep your swimmer from participating in some portion of the meet – remember that all dual meets are required unless a special exception has been granted prior to the start of the season. Once the deadline has passed, the Coach will use the information to create the meet line-up. This line-up will then be emailed out to the entire team. You will be asked to review the line-up to be sure that your swimmer has been entered correctly.

1.1b Dual Meet Swimmer Entry – Summer

During Summer, so many families are on vacations that a sign-up form is posted on the bulletin board at the YMCA. It will list “yes” or “no” for attending and a place with your restrictions for participation in the upcoming meet. The coach will remove the sign-up sheet one week before the meet to create the meet line-up. This line-up will then be emailed out to the entire team. You will be asked to review the line-up to be sure that your swimmer has been entered correctly.

1.1c Parent Dual Meet Worker Sign-Ups

A signup sheet for parent workers will be created on line. The URL and instructions for how to sign up will be emailed out. You will use this to sign up for the meet job you wish to work. Each family is required to sign up to work at least one-half of each meet their swimmer(s) participates in. Any family that is not signing up to work will be assigned a position at the next meet their swimmer(s) is participating in and will work the entire meet. If a family consistently does not work the meets, your swimmer will be excused from the team.

1.1d Invitationals and USA Additional Meets

For the optional invitational meets, Meet Notice and Response forms will be emailed out in advance of the due date and must be returned to the Red Folder in the swim team file cabinet by the date indicated on the form. Entries to these meets are done anywhere between 10 to 30 days prior to the meet. Since the swimmer is responsible for choosing which events to swim as well as the cost of each individual event, the Head Coach cannot enter a swimmer into an invitational without this form and payment at the front desk. Once relays have been set up by the Head Coach, you will receive an email with all of the participating swimmers and their events for you to review for accuracy. If you notice a mistake, you MUST let the Head Coach know immediately. Once the Coach has sent the entries no changes can be made. Once the line-up is deemed correct, a balance due for relays will be entered in the Y registration system. An email will go out to notify parents to pay your swimmer’s relay fees. These fees MUST be paid prior to the morning of the meet for your swimmer to swim in the relay. If your swimmer does not swim in the meet for any reason once the Team has paid for their entries, you are still responsible for paying for the events.

1.2 Additional Meet Information

The week before the meet additional information will be shared. Typically, on the parent worker sign-up you will find warm up times, directions, and specific information. Because this information comes at different times depending on the host of the meet, you may not receive an email until mid-week or later. Please be patient.

2. Day of the Meet

2.1 Transportation to Swim Meets

Transportation to meets is provided by the swimmer's parent(s). If a parent cannot provide transportation to a meet, try to arrange a ride with a teammate. If you can take additional swimmers to a meet, please tell the coaches so we can inform parents looking for rides. If your child needs a ride to a meet, please see a Coach as he or she may know of a possible driver. We will help as much as possible, but it is your responsibility to arrange a ride for your child.

2.2 What to Pack for the Meet

- **Team suit (or equivalent) required.** Not only is it nice to change into a dry team suit after a warm-up, suits have ripped at meets. Having a second on hand can be essential. (Most younger swimmers find it easier to just wear it to the meet rather than changing upon arrival.)
- **Team t-shirt is required.**
- **Swim Caps: Team cap required.** Bring an extra cap, in case one rips.
- Goggles – bring an extra pair if you have them.
- Multiple towels – Swimmers will be in and out of the water several times during the duration of the meet.
- Sweat shirts and sweat pants if the temperature is chilly – It will seem much cooler to the swimmers since they will be wet.
- Food and water – Try to bring some healthy snacks that your child is sure to love. Cheese sticks, yogurts, and nuts pack well and will provide some energy for tired swimmers. **Please, do not bring anything in a glass container.**
- Money to buy snacks, drinks, and lunch at the concession stand.
- A Sharpie to write events on your swimmer's arm.
- Something to do during the swim meet – card games, small toys to share like Polly Pockets, Gameboys, books, coloring books and crayons. Please **DO NOT** bring things to throw or toss such as balls, frisbees, etc., as the team areas are often crowded and accidents can happen.
- Chairs for parents
- Chairs or blankets for swimmers
- SUMMER ONLY – An easy up tent for shade ** If you have an extra for home meets we would love them for concessions.
- SUMMER ONLY – Sunblock
- Flip flops for swimmers
- Dry clothes to change into after the meet

2.3 When You Arrive at the Meet

- Make sure you have meet information which includes directions, warm up times, phone number of a Coach, etc. This will be e-mailed the week of the meet.
- Plan to arrive early to allow time for parking and unloading your car (~15 minutes prior to warm up start time).

- Find our team area when you arrive at the pool. **ALL** Tidal Force swimmers are expected to sit together at every meet in the designated team area. Parents are usually welcome, but for invitationals you will need to check the meet notice. All swimmers must abide by the rules, policies, and procedures set forth by the Y and the coaching staff. All swimmers must obey the rules of the pool hosting the meet. No swimmer may leave the team area without checking in with the Team Clerk in charge of that area. Many swimmers have missed races because the Clerks did not know where they were. Do not expect the Clerks to look outside the team area in order to line your swimmer up for an event. There will be no running or rough play at swim meets. All swimmers are responsible for making sure that the team area is clean and litter/spill free before leaving the meet.
- Sign your swimmer in and check in with our Coach Coordinator and our Volunteer in Charge and pick up your Parent name tag and worker label. It is extremely important that you sign your swimmer in. If they are not signed in, the coaches will assume they are not there and will scratch them from the meet. (This means that they will not be able to swim their events.)
- Set up your chairs and/or tent and get ready for warm-ups. Swimmers should have their caps on and goggles with them ready to swim at least five minutes before the start of their warm-ups. We have a very limited time to get swimmers through warm-ups so please make sure they are ready to go to take advantage of this opportunity. Members of the coaching staff will conduct warm-ups at the assigned time prior to each meet. Swimmers are NOT allowed in the pool before or after the assigned warm-up time. In order to take advantage of this, every swimmer is expected to be present at the meet location 15 minutes before warm-ups begin. **Swimmers must enter the water feet first for all warm-ups.** The only exception to this rule is during the 25-yard sprints conducted under the coach's supervision. If a swimmer is not at warm-ups and the coach has not been notified in advance they will be taken out of the meet (scratched).
- **If you need help at the meet, please feel free ask the Volunteer Coordinator or some of our veteran parents or group level parents.** Our Junior Coaches and teenage swimmers also love to help our younger swimmers as well.

3. During the Meet

3.1 General Information

- Sit with our team.
- STAY IN THE TEAM AREA. NOTIFY THE CLERK OR TEAM MONITOR IF YOU LEAVE THE TEAM AREA FOR ANY REASON. Swimmers who do not follow this rule may miss events!
- Cheer on your teammates and show good sportsmanship.
- To show respect, stay in the water until the last swimmer in your heat has completed their race.
- **ALL** swimmers must stay back from the edge of the pool when cheering for teammates during a race. This means nothing can be in the water, such as hands, feet, goggles, caps, etc. **NO** swimmer may be touched or assisted from the water until the entire race is finished. This action could result in the disqualification of the swimmer in the water.
- See your Coach or another Coach on deck after each event to talk about your swim.
- Listen for the Clerks and line up when they call your event number.

- **MOST IMPORTANTLY ... HAVE FUN!!!** Be a good sport, encourage your teammates, and congratulate your opponent's regardless of the race results.
- At the conclusion of each race, the swimmer should remain in the water until all other swimmers in that heat have finished. Shaking hands and saying something nice to a swimmer in the next lane shows good sportsmanship. Once out of the water, the swimmer should ask the timers for his or her unofficial race time and thank them. After getting this time, the swimmer is to go directly to the Coach to discuss the race and receive the Coach's feedback. If a swimmer is disqualified, he or she is to listen to the Official, thank them, and then go speak with the Coach. Remember that a DQ is to be viewed as a learning experience.
- At the end of the meet make sure your area, your child's area and the team **area are cleaned** up before leaving.

3.2 Clerking

- Clerks will be announcing which event numbers they are currently lining up.
- Gather in the clerking area when they call your event number. Bring your cap and goggles with you to the clerking area.
- Once the Clerks have lined you up, stay in the order they put you in.
- Hand-writer sheets will be posted in our team area. Before the meet write your swimmer's events, heat and lane on their arm.
- Your swimmer's events will be listed on the hand-writer sheet in the following format:
 Bostian, Sophia - Female - Age: 6 - Ind/Rel: 3 / 1
 #12 Girls 6&U 25 Free 21.65 1/5 #34 Mixed 8&U 100 Medley Relay (3) 1:55.10 1/5
 #46 Girls 6&U 25 Back 29.05 1/5 #66 Girls 8&U 25 Fly 35.77 1/3
- Sophia would swim event #12--25 free. She is in heat 1 and lane 5 for that event.
- The markings on her arm would look like this:

E	H	L	
12	1	5	25 free
34	1	5	Relay-fly
46	1	5	25 back
66	1	3	25 fly

3.3 Relays

3.3a Dual Meet – Winter Relays.

Winter swim meets will have two types of relays. Relays at the beginning of the meet (Events 1-10) will be Medley relays by age and gender. Relays at the end of the meet (Events 46-55) will be Freestyle relays by age and gender.

Medley Relays

- by age group and gender
- 8 and under each swimmer swims 25 yards
- 9-10, 11-12, 13-14, and 15 and older: each swimmer swims 50 yards
- The strokes are swum in the following order- back, breast, fly, free
- For the 8 and & under, the swimmer swimming back and fly will start in the deep end while the swimmers swimming breast and free will start in the water in shallow end
- The number in parentheses next to the relay on the heat sheet indicates the order in which he or she will swim

Freestyle Relays

- by age group and gender
- 8 & under each swimmer swims 25 yards of freestyle

- 9-10, 11-12, 13-14, and 15 & older: each swimmer swims 50 yards of freestyle
- For the 8 & under, the swimmers 1 and 3 will start in the deep end while the swimmers 2 and 4 will start in the water in the shallow end
- The number in parentheses next to the relay on the heat sheet indicates the order in which he or she will swim

3.3b Dual Meet – Summer Relays.

Summer swim meets will have two types of relays. Relays in the middle of the meet (Events 31-34) will be Coed Medley relays. Relays at the end of the meet (Events 67-68) will be Crescendo relays.

Medley Relays

- Coed by age group
- 8 & under and 9-10: each swimmer swims 25 yards/meters
- 11-12, 13-14, and 15 & older: each swimmer swims 50 yards/meters
- The strokes are swum in the following order – back, breast, fly, free
- For the 8 & under and 9-10 swimmers, the swimmer swimming back and fly will start in the deep end while the swimmers swimming breast and free will start in the water in the shallow end
- The number in parentheses next to the relay on the heat sheet indicates the order in which he or she will swim

Crescendo Relays

- Each relay has one (1) 8 & under, one (1) 9-10, one (1) 11-12 and two (2) 13 and older swimmers of the same gender
- 8 & under and 9-10 swimmers swim 25 yards/meters
- 9-10 swimmer starts in the water in the shallow end, all other swimmers start in deep end
- All swimmers swim freestyle
- On the hand-writer sheet and meet programs, the fifth swimmer is often listed as an alternate or not listed at all. This is not the case since all 5 swimmers will swim in the relay.

3.3c Leaving Before Relays are Completed

Even if you are not listed as being in a relay, it is extremely important that you **do not leave the meet until you have talked to your Coach**. Swimmers occasionally get sick and the coaches have to make last minute relay substitutions. If there isn't a swimmer available to substitute in, the relay will have to be scratched. This not only results in the loss of points for the team, it also disappoints the other swimmers who are not able to swim.

4. After the Meet

4.1 Emailed to the Team

Results: You will find an attached file labeled *Meet Results*. This file will include their times and the place they finished. It will also include the amount of improvement compared to the last time they swam. If it says **NS** that means the swimmer did not swim. If it says **DQ** that means they did something illegal and will need to work on it to get a legal time. If it says **DNF** that means they did not finish the race.

Times Converted (Summer only): You will find an attached file labeled *Times Converted*. On this report you will find your swimmers name and their times in yards.

Qualifier Reports: These reports will list the swimmers who have achieved a qualifying time for a Championship Meet. For Winter, you will receive Winterfest, and Districts reports. In Summer, you will receive All-Star reports. To qualify, you must swim faster than the posted time for your age group.

Top Ten Report: You will find an attached file labeled *Top Ten Report*. This is a report created from all the swimmers who have ever swum for the YMCA in each event and age group. It is the top ten swimmer/times for each gender in that particular event and age group.

4.2 In your folder you will find:

Cap Cards: On the bulletin board at the YMCA, and on the website, you will find a list of achievement times called Cap Times. When a swimmer achieves a Cap Time they will receive a colored card representing the color time they mastered. Each time a swimmer achieves a new color in an event they will get a new card. At the end of the season they will get the highest colored cap during the banquet. These times are in yards. Please use the times converted to compare in Summer.

Best Time Ribbons: Swimmers will receive best time ribbons each time they get a best time in an event.

Participation Ribbons: Swimmers will get participation ribbons for doing their best. These ribbons are given when a child did not place and they did not get a best time. It also includes events in which they DQ.

Place Ribbons: Swimmers will have ribbons in their folder for the places they got at the meet.

Team Record Cards: Swimmers who surpass a team record will receive a card with a gold star.

Meet Royalty: Swimmers who show great character at a meet will be acknowledged as king, queen, prince and princess. An email will be sent out explaining why they deserved to be royalty for that meet. A meet royalty patch will be placed in their swim folder to recognize this achievement.