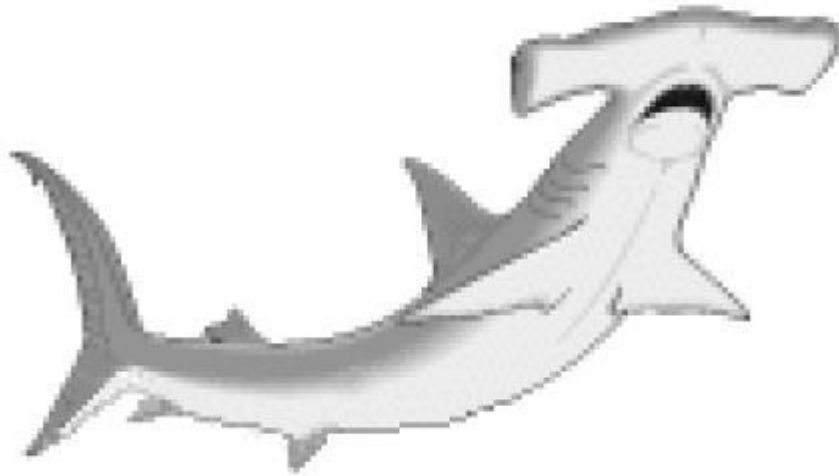


**HADDON HALL
HAMMERHEADS
2018
PARENT HANDBOOK**



2018

PARENT HANDBOOK

Residency Policy

Swim team members must be permanent residents of Haddon Hall or children of HOA members in order to participate on the Haddon Hall Swim Team. As a parent or permanent guardian of the child, your homeowner's dues must be current and will be verified through HRW.

All swimmers must be able to swim 25 yards (1 lap) and tread water for 30 seconds.

INTRODUCTION:

Welcome to the Haddon Hall Hammerheads! If you are a returning swimmer, WELCOME BACK!! If this is your first experience with a summer swim team, we hope this booklet answers all of your questions and provides the information you'll need to enjoy being a Hammerhead! This document provides an overview of the Haddon Hall Hammerhead Swim Team so that everyone has an understanding of how the team operates.

We are an official members of the Tarheel Swimming Association (TSA.) We have a Haddon Hall Swim Team Committee that hires the coaches, sets the registration fees, and organizes equipment, activities, and volunteers. They devise and execute various types of recognition; keep track of swimming times and records; and facilitate communication between the Haddon Hall Homeowners Association and the Hammerheads Swim Team coaches, swimmers, and parents.

The Haddon Hall Homeowners Association is very supportive of our team's effort and allows the use of the pool, grounds and facilities within the pool area, clubhouse, and common areas of our community.

Swimming is a healthy, competitive sport. Developing quality swimmers is only one of our goals for this program. We also strive to instill Team Pride, Sportsmanship, and Respect for Others. ***The goal of summer swim team is to maximize participation by all children and provide an environment where children of all talents can have fun and feel like they have contributed to the team's success.*** Unless a child truly can't swim safely (**See Swimmer Participation Guidelines**) and needs to take additional swim lessons, everyone is invited to participate. You don't have to be fast to be on the team, you just have to want to participate and have fun.

When a child joins the swim team, so do the parents. **THIS SPORT REQUIRES PARENTS TO BE PARTICIPANTS, NOT JUST SPECTATORS. (See Parent Volunteer Commitment Form.)** It takes so many people to run a meet that there is literally a job for everyone. Training for some jobs takes only a few minutes; others require attendance at clinics. None are as scary or difficult as you might think. Please make sure that one member of your family works *at least* 4 meets, including the Mock Meet, during the swim season. In total, approximately 45 volunteers are required to run a meet. *Additional* volunteers allow everyone to take breaks during the meet.

There is a strong emphasis on providing constant feedback to all children participating. All of our younger swimmers will get "heat" ribbons at the swim meets so they have something to show for their efforts each and every time they get in the water. They'll feel like they've contributed to the team's success even if they didn't score any points and usually go home feeling like they won a gold medal!! Thus the key objectives for the children are:

- **GAINING A POSITIVE SELF IMAGE**
- **FEELING A SENSE OF COMMUNITY SPIRIT**
- **LEARNING SELF DISCIPLINE**
- **ENHANCING PHYSICAL HEALTH**

INTRODUCTION (cont'd):

Swimming is a wonderful sport because it is one of those life-long sports enjoyable throughout the years. It provides a total body workout without the muscular and joint stress associated with many other sports activities. Swimming provides proportional muscular development, aids in natural flexibility, increases coordination, and is the most injury-free of all children's sports. Additionally, swimming programs are a total team effort. Everyone on the team gets to participate at every swim meet. Thus, the concepts of team spirit and cooperation are amplified.

The Haddon Hall Hammerheads Swim Team strives to make the swim season safe, productive and fun. To accomplish these objectives, our coaches use the first weeks of practice to get back into swimming shape. **Keep in mind that the purpose of the team is NOT to provide swim lessons to those children who cannot safely swim across the pool under their own power. Please consider your child's abilities and level of comfort in the water before signing them up!!**

All swimmers must be able to swim 25 yards (1 lap) and tread water for 30 seconds.

Since safety is our number one concern, an assistant will be in the water to catch all half lappers in their lane during their swim.

You are now entering Hammerhead territory.....

Happy Swimming!!!

SWIMMER PARTICIPATION GUIDELINES:

It is *highly recommended* that your child has completed formal swimming lessons before joining the swim team. Children that are comfortable being in the water as a result of lessons will be safer and more adept to succeed in a group environment. If your child is under the age of 4, please consider your child's ability level and comfort in the water. Swim lessons at this age are advised over being on the swim team. Talk with the coaching staff if your child is under the age of 4 before signing them up.

Entrance and safety guidelines:

All swimmers must be able to swim 25 yards (1 lap) and tread water for 30 seconds.

In order to participate in a dual meet, each swimmer must be able to swim the minimum distance stated below without assistance.

6&U must be able to swim 25 yards (1 lap)

7-10 must be able to swim 25 yards (1 lap)

11-18 must be able to swim 50 yards (2 laps)

This means that holding onto the ropes *repeatedly* and exhibiting inability to swim unassisted is *not* acceptable for safety reasons. The swimmer's progress in practice is taken into consideration. It is at the coaches' discretion to decide a swimmer's eligibility to participate in a dual meet.

If you have any questions or concerns about your child's status, *please* talk with the coaches. The coaching staff will make every effort to help your child be ready for competition. We ask that parents communicate with the coaches 10-15 minutes before or after practice, but ***please not during practice!!!*** The time that a coach spends holding a conversation with a parent during practice is time taken away from the swimmers. If you need to speak to the Coach about something, please e-mail him to discuss the issue or to set up a time to meet face to face. We welcome feedback. Please speak to the Coach Support Committee member or Swim Team Committee Chair about issues with Coaches.

These guidelines are established for the safety of the swimmers. Please let the coaches know about any special circumstances that may make meeting the above standard difficult.

CLINICS FOR OFFICIALS:

All of the TSA meets are run entirely by parent volunteers. They are our judges and our kid pushers, our starters and our scorers. Some positions only require instruction from someone who has done it before. Other positions, such as the Stroke and Turn Judge, **require** attendance at a TSA Clinic. TSA also offers various **recommended** (but not required) clinics for parents who volunteer as Starters and Meet Directors.

We will notify you of the dates and times of the clinics when they become available. They usually take place in May.

SWIMMER AND PARENT ORIENTATION:

Orientation is as much for the parents as for the swimmer.

This will be a time to meet with the coaches and Swim Team Committee, discuss expectations and plans for the practices and meets, answer any coaching-related questions, and generally just start getting to know one another.

In general, swimmers will initially be placed in practice groups based on their age groups in which they swim in at the meets or based on the groups they practiced in the previous year. Adjustments after practices start up can easily be made based on the coaches' recommendations and parent approval. In addition, there will be a document available during orientation week indicating the tentative practice group for the registered swimmers as well as a place for you to write in any comments about that placement. The coaches will contact you after orientation week to discuss any questions you might have.

Orientation for the 2018 season is as follows:

New Members Orientation – Wednesday May 17, 6:00pm.

All Others Orientation - Wednesday May 17, 7:00pm.

Practice Starts - Thursday May 18.

TEAM COMMUNICATIONS:

Communication is the key to a successful experience with a summer swim team. In order to keep our members informed, we have developed several ways to communicate information. Please make every effort to take advantage of the following:

Coaching Staff

The coaching staff feels that it is important to have an open line of communication. We ask that parents communicate with the coaches 10-15 minutes before or after practice, but ***please not during practice!!!***

The time that a coach spends holding a conversation with a parent during practice is time taken away from the swimmers. If you need to speak to the Coach about something, please e-mail him to discuss the issue or to set up a time to meet face to face. We welcome feedback. Please speak to the Coach Support Committee member or Swim Team Committee Chair about issues with Coaches.

Head Coach: Greg Lombana - lombanagregory@gmail.com

Asst. Coach: Open

To contact both coaches – coaches@hh-hammerheads.net

E-mail:

E-mail will be one of our primary means of communication throughout the swim season regarding cancelled practices, meet reminders, schedule changes, etc. Please make sure that your e-mail address is up-to-date and correct for electronic communications. **If your e-mail info should change, please contact**

Website:

The Hammerheads have our very own Swim Team web site. We would like the website to be another primary means of communicating info to our swimmers' families. The web site contains lots of up to date info, including copies of any forms or handouts that may be distributed throughout the season. The website is located at:

www.hh-hammerheads.net

Please bookmark it or save it to your desktop at home and at work, so that you can always find the info that you need.

Bulletin Board:

The Bulletin Board is located near the Clubhouse back door and will be used for various communications, mainly from the Coaches. We would also like to post some “stats” and “congrats” on this bulletin board. We may need some assistance with upkeep of this once the season starts.

PRACTICE INFORMATION & SCHEDULE:

Assignment to practice squads is initially done by age groups. Due to the large number of swimmers that we have, coaches will then distribute swimmers evenly over practice squads by ability. The coach will have the children practice with others of their same ability level, which means that they MAY practice outside of their age group. The children will be assessed by their previous year’s times or during orientation for new members. Parents will be informed as to which practice squad their child falls into prior to the first practice.

The Practice squads are as follows:

Dolphins & Otters

Complete 1 lap of pool and tread water for 30 second without assistance.
Have a moderate to extreme level of comfort in the water.

Marlins & Barracudas

Knowledge of all four strokes
Comprehensive ability in Freestyle and Backstroke
Able to complete a lap of free and back consecutively

Sharks

Knowledge and comprehensive ability of all four strokes
Introductory grasp of touch and flip turns
Ability to apply advanced technique to already existing strokes

Note: All swimmers are encouraged to attend 1-2 practices and Wednesday practice

May 18th – June 8th : Evening Practices (Monday-Tuesday-Wednesday-Thursday)(Except May 29th Memorial Day)

Dolphins 4:45 – 5:15
Otters 5:15 – 6:00
Marlins 6:00 – 6:45
Barracudas 6:45 – 7:30
Sharks 7:30 – 8:15

June 12th -July 17th : Practices (Monday-Tuesday-Wednesday-Thursday)

<u>Mornings</u> – Monday and Thursday	<u>Evenings</u> – Monday and Thursday
Dolphins 10:15 – 10:45	Dolphins 5:30 – 6:00
Otters & Marlins 10:45-11:30	Otters & Marlins 6:00 – 6:45
Barracudas & Sharks 11:30-12:15	Barracudas & Sharks 6:45 - 7:30

Wednesdays

Dolphins 4:45 – 5:15
Otters 5:15 – 6:00
Marlins 6:00 – 6:45
Barracudas 6:45 – 7:30
Sharks 7:30 – 8:15

WHICH PRACTICES SHOULD WE COME TO?

The coach would like all swimmers to attend at least 3 practices a week. Please plan to use a combination of the morning and evening practices to try to get 3 practices in each week. Wednesday practice is especially important to recap the prior evening's meet and to see what each group needs to work on for the next week. The coach will understand if it's not possible some weeks, but please do your best. If you like, your child may attend all practice sessions.

If you know at the beginning of the swim season that your child will be absent due to camps or vacation, please let the coach know at the start of the season. This is imperative so that your swimmer will not be penalized. Furthermore, if a swimmer signs up for the team, but then chooses not to participate, please notify the coaches and the Board as soon as possible.

SUPERVISION

The Haddon Hall Homeowner Association Pool Rules state that no child(ren) 12 and under may use the pool without adult supervision. **Parents MUST remain with their 12 and under child(ren) inside the pool area during practice times OR assign another adult (NOT the coach) to watch their child(ren.)** Parents should remain out of the way of the coaches at all times. This affords the coaches the maximum amount of time with the swimmers. The Swim Team must obey all Haddon Hall Homeowners Association Pool Rules at every practice and meet.

MISSING PRACTICE

It is not necessary to notify the coach if you will miss practice during the first few weeks of practice. We understand that other sports and end of year activities will overlap. However, once the season begins, we ask that all swimmers show respect and responsibility when it comes to participating on the Haddon Hall Hammerheads Swim Team. We understand conflicts will come up and will be excused with prior notice. However, if your child has two unexcused absences from practice in a week, he/she may be removed from certain events in the next meet. The coach will give preference to the dedicated swimmers in these cases. We ask that you be considerate of this rule.

CANCELLED PRACTICE

There will be times when practice will start only to be cancelled for a variety of reasons, including thunder, lightning, water contamination, etc. If it is raining, without thunder or lightning, practice will likely be held. Older swimmers who attend practice without an adult should know what to do if practice is suddenly called off. Please discuss this possibility with your swimmer and devise a plan. A Hammerhead coach or member will stay with any swimmer who is unable to get a ride. It is the swimmer's responsibility, however, to approach the coach or board member for assistance if needed.

LEAVING PRACTICE

Haddon Hall Homeowners Association deserves our respect for allowing us to use their facilities. Please be considerate and police your area before leaving the pool. Chairs, lounges, tables, umbrellas etc. must be returned to the way they were found. Remove all personal belongings and trash.

PARKING

Parking is available in the lot outside the pool area. Please be considerate of other swim team members and your neighbors and park in just one spot because spaces are limited. During our home meets, we will ask that you walk, carpool, or park along the street, so that we may leave the parking lot open for our guest team.

THE SWIM MEET:

Competitive swim meets are held for the enjoyment of the children. The meets help to teach the children good sportsmanship and discipline while helping to develop their competitiveness. The combination of these characteristics result in **TEAM SPIRIT**; working together for a common goal. Parental support through active participation in Haddon Hall Hammerhead meets and events helps to reinforce those life skills that the children are learning.

Swimmers may only participate in individual main events for their own age group. **A swimmer's age is determined by his or her age as of June 1 of the current TSA swim season.** Swimmers do not change groups during the TSA season. The age groups, distances, and strokes for individual main events shall be as follows, (separately for boys and girls):

6 & U 15 yards – free, back, breast
7 & 8 1 length of pool – free, back, breast, and fly
9 & 10 1 length of pool – free, back, breast, and fly
11 & 12 2 lengths of pool – free, back, breast, and fly
13 & 14 2 lengths of pool – free, back, breast, and fly
15 – 18 2 lengths of pool – free, back, breast, and fly

Rope finish lines shall be established for 6&U events. All other age groups shall swim from wall to wall, regardless of pool length.

Swimmers in the 6-and-under age group may swim in up to 2 individual main events.
Swimmers in all other age groups may swim in up to 3 individual main events.

There shall be a medley relay event and a freestyle relay main event (separately for boys and girls) in each age group, except for 6&U. Participation in the relay shall not be included in the number of individual main events a swimmer may enter. A swimmer may participate in one medley relay event and one freestyle relay main event. Each swimmer in a relay will swim the same distance as swimmers in the individual main events for that age group.

ATTENDANCE IMPORTANT!! PLEASE READ!!

We ask that all swimmers participate in every meet. THE DEADLINE TO INFORM THE COACH THAT YOU WILL MISS (OR BE LATE FOR) AN UPCOMING MEET WILL BE 8:00 P.M. ON MONDAY OF THAT WEEK!!!

If your child wakes up sick on the day of the meet, please E-MAIL the coach by NOON of meet day.

If the coach doesn't hear from you and your swimmer doesn't show up for a particular meet, he/she may be penalized and not allowed to swim in the following meet. We cannot emphasize enough what a HUGE undertaking it is to make the line-ups, which are ever changing from week to week. Each swimmer is entered into the events prior to the start of the meet, and numerous forms are completed, copied, and distributed to meet officials from both teams. It is a HUGE inconvenience to the coach to have to make changes at the last minute. Our team stresses responsibility and respect and we stand by this rule. If you are aware that you will have a conflict making a particular meet due to a pre-planned commitment, please state this in writing for the coach at the start of the season so your swimmer will not be penalized.

Head Coach: Greg Lombana - lombanagregory@gmail.com

Asst. Coach: Maureen Fitts - mnfitts@gmail.com

To contact both coaches – coaches@hh-hammerheads.net

MEET DETAILS

Prior to each meet, an e-mail with details of warm-ups, start times, directions, etc. will be distributed to all Swim Team families. Info will also be posted on the website.

The coach(es) determine which swimmers swim in the MAIN events. Best time, attendance, practice attitude, and stroke legality will play a major role in their decision. As swimmers improve their times, Main Event assignments may change.

Relays are a TEAM event. The coaches will determine the relay teams by using a combination of swimmers that best meets the needs of the team. As swimmers improve their times, the relay teams may change. We ask for your support in this effort. If you have any questions, please discuss with the Head Coach at any time other than at practice. ***If you will not be available for the FREE Relays (the last event of the meet) because of reasonable commitments such as school the next day, then please let the coach know BEFORE the day of the meet.*** Deciding the night of the meet that you do not want to stay and participate in the relay affects the entire relay team and the coach will have to scramble to rearrange the relay groups.

WHAT TO BRING

Getting ready for a swim meet is important. Many seasoned “summer swimmers” bring a tent, tarp or a large umbrella so they can avoid the sun. High on the recommended “bring” list is a cooler of drinks and snacks, as well as cards, games, coloring books, game boys, etc. to help your kids pass the time. Write your name on everything you bring. The checklist below might help you pack:

- Swim Suit Talcum powder for swim cap
- Swim Cap Cooler w/ Water & Drinks
- Goggles (an extra pair) Healthy Snacks
- Towel(s) Lawn Chairs
- Sunscreen Money for Concessions
- Permanent Marker Tent, Tarp, or Umbrella
- Sweats or Shirts Card, Games

****Plan to arrive 30 minutes before warm-ups start****

HOME MEET WARM-UPS 5:00 AWAY MEET WARM-UPS 5:30 MEETS START AT 6:00

There will be a check-in-clerk at the entrance gate for all swimmers to be checked off as they arrive for the meet. Please find this person ASAP! Once you’ve checked in, please get to your designated area, set up and organize your belongings, and report to the coaches when the announcer calls for warm-ups. Shortly after the teams have warmed up, the meet should begin. It is important to allow your child to remain with the Kid Pushers in the Bull Pen alone. The parent volunteers (Kid Pushers) can best do their job if they don’t have to contend with extra moms and dads!

EVENT SCHEDULE

The event schedule will be the same each week and is as follows:

- MEDLEY RELAY 7/8B, 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G
- FREESTYLE 6UB, 6UG, 7/8B 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G
- BACKSTROKE 6UB, 6UG, 7/8B 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G
- BREASTSTROKE 6UB, 6UG, 7/8B, 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G
- BUTTERFLY 7/8B, 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G
- FREE RELAY 7/8B 7/8G, 9/10B, 9/10G, 11/12B, 11/12G, 13/14B, 13/14G, 15/18B, 15/18G

If approved by both teams, 6 & under events will be scheduled prior to the Medley Relay.

MEET SCORING

A dual meet consists of the following components:

Medley & Free Relay	Individual Strokes
1st place 5 pts	1st place 5 pts
2nd place 0 pts	2nd place 3 pts
3rd place 0 pts	3rd place 1 pt

Ribbons for 1st through 6th place **MAIN** event swimmers are available after the meet at the next practice. On the evening of the meets, Heat Winner ribbons are given to the first place swimmer for every subsequent heat. Our team philosophy is to encourage fun, and to make individual improvements and not to emphasize ribbons and scoring.

***** IMPORTANT *** WEATHER POLICY *** IMPORTANT *****

Rain alone is not grounds for delaying or rescheduling a meet. **Please arrive at the meet at the proper time even if it seems that the weather may not cooperate.** If at all possible, a meet will be run on the scheduled night for these reasons:

- Huge inconvenience to the clubs and staff to reschedule.
- Difficulty getting swimmers and volunteers back due to conflict in other commitments, which can result in massive changes to lineup and outcome of meet.

Lightning and/or thunder results in at least a 20-minute delay, (called by lifeguards) from the occurrence. Decisions made by the two TSA reps concerning delays and scheduling depends on the following:

- When, during the meet, the storms occur
- Current weather information is available for the remainder of the evening

2018 MEET SCHEDULE:

Our swim season will consist of one pre-season intra-squad meet, six TSA meets (3-home, 3-away), and optional meets such as the Cary City Invitational and the Southern Wake Invitational. All swimmers are eligible to participate in all meets. Our 2016 schedule is as follows:

DATE	TIME	TEAM	LOCATION
TUE, JUNE 6	6 PM	INTRA-SQUAD MOCK MEET	HOME
TUE, JUNE 13	6 PM	BROOKSTONE	HOME
TUE, JUNE 20	6 PM	GLENRIDGE	AWAY
TUE, JUNE 27	6 PM	WEATHERSTONE	HOME
WED, JULY 05	6 PM	PARK VILLAGE**	AWAY
TUES, JULY 11	6 PM	REGENCY	HOME
TUES, JULY 18	6 PM	HIGHCROFT	AWAY
SAT/SUN July 22/23 TSA CHAMPIONSHIP MEET			

**** WEDNESDAY NIGHT DUE TO JULY 4TH HOLIDAY**

END OF SEASON TEAM PARTY / AWARDS

To cap off the summer swimming season, the Hammerheads will host a family party and awards celebration. The date and other details will be provided as the season progresses. If you miss the awards night, please contact the chairperson to arrange a mutually convenient time to pick up your swimmer(s) award(s). **We will need a parent (or 2 or 3) to organize this fun event. Please let a Swim Team Committee member know if you can help!**

TSA POLICY on UNSPORTSMANLIKE CONDUCT

Overt displays of un-sportsmanlike conduct by parents, swimmers, coaches, guests, or any person at the swim meet, will NOT be tolerated. Such disturbances could warrant removal of the person or persons from the property. If despite the efforts of both TSA representatives to halt it, the disturbance continues, the meet shall be delayed until the disturbance is resolved to the satisfaction of both TSA representatives. The TSA representatives could order the disruptive party or parties to leave the property. A second offense requiring the removal from the property, in a season, may result in banishment from all TSA meets for the remainder of the season by the executive board of TSA. Each time an individual or individuals are asked to leave, both TSA representatives will send a letter to the TSA executive board explaining what transpired, and what actions were taken. The letter should include information about the inappropriate behavior, and if possible, the individuals name and address.

HAMMERHEAD PARENT CODE OF ETHICS

I will, at all times during my child's swim team season, make his or her emotional and physical well being my number one priority.

I will lead by example in demonstrating fairness and sportsmanship to all swimmers, fans, officials, parents and coaches.

I will only address officials, opposing teams' players, parents and Coaches in a positive, respectful, and encouraging manner.

I will stand behind the coach and support his or her decisions at all times. I will not place the coach in a position to be concerned with my behavior.

I will in no way disrupt the swim meet in which I am attending. I will express my concerns regarding any rules or calls to the TSA Rep, once the meet has concluded.

I will remember that swimming is for the children and not for the adults.

2018 Haddon Hall Swim Team Committee

Head Coach



Greg Lombana

lombanagregory@gmail.com

Greg Lombana is a swimmer at Fordham University in Bronx, NY. At Fordham, he is double majoring in Biological Sciences and Sociology, and he hopes to one day go to medical school. Greg swam for the Marlins of Raleigh swim team, and he competes in the 400 IM, 200 Butterfly, 200 Backstroke, and 200 IM. Greg has been a lifeguard and pool manager for five summers, and has over 5 years of junior coaching under his belt.

Assistant Coach



Maureen Fitts

mnfitts@gmail.com

Meet our new ASSISTANT COACH, Maureen Fitts! She is a freshman swimmer at Mars Hill University, majoring in art therapy. Previously, this Grace Christian School graduate was assistant coach for Carpenter Village last year, swam year round with New Wave swim team, and swam/jr. coached summers for Brookstone

Junior Coaches

Hanna Fulford, Morgan Stewart, Connor Short, Jenna Stevens, Ryan Dickinson, Connor Dickinson, Kate Dickinson, Kyndall Boxell, Sydney Melech, Avery Muir, Erin Morrissey, Ryan Morrissey, Ellie Rhoades, Kayla Rhoades, Abby Welch, Fisher Covington, Anika Darekar, Ayesha Darekar, Briley Peacher, Zoe Black, Evan Barnes, Mia O'Reilly