



**PEBBLE CREEK
SWIM TEAM
(PCST)
HANDBOOK**

Revised May 2011

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1.0 PEBBLE CREEK SWIM TEAM MISSION AND EXPECTATIONS

The Mission of the Pebble Creek Swim Team is

to provide competitive, recreational swimming opportunities for the youth of our community while creating opportunities for the Pebble Creek parents and youth to share in this common activity.

The Pebble Creek Swim Team (PCST) is an incorporated, independent group. PCST is not affiliated in any way with the Pebble Creek Property Owners Association and is voluntarily organized by residents of the Pebble Creek Community. It is imperative for each parent volunteer to participate at home and away meets as requested in order for the swimmers to get the most out of this experience.

Along with the privilege of belonging to the PCST come certain responsibilities.

GRAL Code of Conduct

Good sportsmanship is of primary importance. Respectful behavior on the part of swimmers, coaches, and parents should be displayed at all times and places. Team membership is both an honor and a responsibility. Un-sportsmanlike conduct will not be tolerated.

- Coaches are responsible for the behavior of his/her team.
- The Board Rep. or in his/her absence the Parent Rep. is responsible for the behavior of the coaches and team parents.
- The Referee has the authority to suspend a swim meet for un-sportsmanlike behavior.
- Any individual who cannot uphold the standards of good behavior may be denied further participation in league activities.

Remember, the program is here for the benefit of the children. Please strive as parents, coaches, and swimmers to focus on this fact and encourage an enjoyable experience.

Swimmer's Commitment:

AS A PEBBLE CREEK SWIMMER:

1. I MUST be able to swim the length of the pool without assistance (i.e. wall, bottom, lane line) by the second meet.
2. I am expected to attend practice daily and promptly. If I find that I cannot attend practice for a legitimate reason (i.e. summer school, job, vacation, camp, doctor's appointment, illness) I will let the coach know and, if possible, arrange to make it up.

3. I will notify my coach at the start of the season of any medical conditions that he/she should know about, concerning my well-being, including but not limited to diabetes, asthma, and allergies.
4. Refunds are given at the discretion of the board. Requests for refunds must be made in writing (e-mail acceptable), addressed to and received by one of our Board Members. The following schedule is the guideline the board will use to issue refunds.
 - a. A refund for 100% of the swimming fees will be given up until the 31st of May.
 - b. A refund of 50% of the swimming fees will be given from the 1st of June until the first meet.
 - c. There will be no refund after the first swim meet of the season.
5. I will remain in the pool area during practice sessions. If it should become necessary for me to leave practice, it is my responsibility to notify the coach.
6. I will conduct myself in a way that will not disturb others or violate established rules of conduct (as outlined by the coach and the Pebble Creek Pool Committee) during practice sessions and before, during, and after the meets.
7. I understand that if I am suspended from the pool for any reason, I will not be able to swim with the team during the time of suspension.
8. I understand that should my behavior present a continuing problem, I may be asked to leave the team or will not be permitted to swim in the next meet. This will be decided by the coach and the Board, and fees will not be refunded.
9. I will listen carefully to my coach's instructions at all times, particularly when safety is concerned.
10. On meet days, I will make every effort to arrive at the meet on time, rested, and ready to do my best.
11. I understand that if I treat the coaches, the parents, and the volunteers with respect I can expect to be treated accordingly.
12. I will practice good sportsmanship by the following:
 - After meet warm-ups, I will stay in the general area designated by the coach so that the team can return to the waiting area as a unit.
 - I will participate in the team cheers and go to every meet with a winning attitude.
 - When I finish my race, I will stay in the water until everyone is finished the race, and I will shake my opponent's hand win or lose.
 - I will watch other events and cheer on my fellow teammates.
13. I will not bother the coaches or judges during the meet unless it is absolutely necessary and will direct all initial inquiries to the Parent Rep.

AS A PEBBLE CREEK SWIM TEAM SENIOR SWIMMER:

As an "older" swimmer, I will be expected to serve as a model of good behavior for younger swimmers, and to help maintain order during practices and meets. I will show, through my leadership and attitude, good sportsmanship and a positive competitive spirit.

Parents' Commitment:

The Pebble Creek Swim Club is a volunteer organization run by the residents of the Community and parents of the swimmers. It is imperative that each parent volunteer to participate at home and away meets as requested or as needed in order for the swimmers to get the most out of this experience.

AS A PEBBLE CREEK SWIM TEAM PARENT AND VOLUNTEER:

1. I understand that my child MUST be able to swim the length of the pool without assistance (i.e. wall, bottom, lane line) by the second meet or s/he is ineligible for the swim team.
2. Refunds are given at the discretion of the board. Requests for refunds must be made in writing (e-mail acceptable), addressed to and received by one of our Board Members. The following schedule is the guideline the board will use to issue refunds.
 - a. A refund for 100% of the swimming fees will be given up until the 31st of May.
 - b. A refund of 50% of the swimming fees will be given from the 1st of June until the first meet.
 - c. There will be no refund after the first swim meet of the season.
3. I am expected to volunteer my time in support of the team. This will involve helping at meets in some capacity and perhaps participating in appropriate training as needed in accordance with GRAL regulations. I understand that my household must sign up for at least 5 volunteer slots and that if I do not fulfill my volunteer requirements, my child may not swim in the meets.
4. My family is required to bring an item, as requested by the Concessions Coordinator (Lucy Perkins), to each home meet. I will sign up for the items I want to bring at registration. I must bring the specific item I am assigned if my child is to swim that night. If I am not attending the meet, I must have someone else bring the item in my place.
5. I will endeavor to see that my children abide by the Swimmer's Expectations as stated on the previous page.
6. I understand that should my child's behavior present a continuing problem, or should he/she fail to fulfill his/her commitment, after efforts by myself and the coach to resolve the difficulties, he/she may be asked to leave the team and not compete in the next or future swim meets. The registration fee will not be refunded.
7. I understand that I may contact any member of the Board or the Parent Representative should I have a question, concern, or grievance concerning the swim team program.
8. If my child will be missing a swim meet, I will let the Computer Rep (Christy Evanko) know **at least two days in advance**.
9. I will address any concerns or issues with the coaches before or after practice – not during.
10. I understand that I must check to see if my child is swimming in a relay **before taking my child home**. Relay compositions change frequently and are not communicated before the meet.

11. I will not communicate with the coaches during the meets, but will instead, if necessary, contact the Parent Representative (Pam Hill).
12. I will clean up my area at both home and away meets.
13. I will set a good example for my child and others with my good sportsmanship.
14. I attest that I notified PCST (via the check box on the registration form) if my child swam competitively on a team other than Pebble Creek (or high school) since 6/1/09. PCST could be subject to a fine if the information is false and that fine may be passed along to me.
15. I agree to have my name and phone number printed on a team roster for distribution to members of the team and PCST administrative personnel only.
16. I agree to allow pictures taken of my child to be posted on the team Web site: www.pebblecreekswimteam.com unless the box is checked on the form. Names will not be associated with pictures on the site.
17. I understand that in order for my child to swim, my household must be a member *in good standing* of the Pebble Creek Pool. All household dues and fees must be paid and all swimmers must have verifiable access to the pool in order to be registered.

2.0 COACHING STAFF

Head Coach, Patrick Michie

This will be Patrick Michie's fourth year coaching for the Pebble Creek Piranhas but his first as the head coach. He started swimming at the age of 5 and has loved it ever since. He moved to Pebble Creek in 2001 and started swimming for the Piranhas that summer and swam the rest of his summer league career with them which ended in the summer of 2010. He also finished his high school swimming career after 5 seasons with the Lee Davis High School Swim Team, where he qualified for the regional and state swim meets his junior and senior years. He now attends Virginia Commonwealth University with hopes of a business degree in finance. Patrick is looking forward to another great season of coaching the Piranhas and hopes all swimmers new and current are too!

Assistant Coach, Stuart Bernstein

Coach Bernstein is returning for his 5th season as a Piranha coach. He originally swam for Hungary Creek for 10 years. At age 12, he swam for a year 'round team at VCU where, a year later, he was a member of two National Top 10 relay teams in the 13-14 year old age group. After graduating from J.R. Tucker High School, Coach B went to Virginia Tech, where he participated in intramurals for swimming. The following summer, he began his coaching career as Co-Head Coach at Hungary Creek. He served in this position for two years, then moved on to coach at Chestnut Oaks Recreation for 5 years, followed by 7 years at Lakeside Recreation. After taking a couple of seasons off, Coach B became the swim coach at Lee-Davis High School for the next 7 seasons. Currently, he is the head swim coach at Hanover High School. He and his wife Kelly live in Pebble Creek, along with their sons Jordan and Clayton.

Assistant Coach, Matt Barker

Coach Barker began his swimming career with the Annandale Red Tide at age 10. He continued swimming for the team every summer until his 19th birthday. For his final year on the team, he was also an assistant coach; he returned the following summer for another season as assistant coach. During college, Coach Barker spent less time in the pool and more time climbing rocks of various sizes. When Coach Barker began teaching at Lee-Davis, Coach Bernstein asked him to be the swim team's assistant coach. After two years as assistant coach, Coach Barker accepted the job of head coach and has recently completed his fourth year as head coach of the team. He coached at Atlee Recreation for the past three summers, but most importantly, he is excited to become a Piranha!

Assistant Coach for Mini Mites, Melanie Kramer

Melanie has been swimming since she was 5 years old. She is a former WPCCSA regional and championship swimmer. Melanie has also been a lifeguard in Pittsburgh and last summer in Pebble Creek, where she was also a member of the team. She just finished her freshmen year at Randolph-Macon College. She loves to swim and looks forward to her 1st year coaching for the Piranhas.

3.0 BOARD OF DIRECTORS

Elected Officers of the Pebble Creek Swim Team Board of Directors include the President, Vice President, Secretary, Treasurer, GRAL Board Rep., and Parent Rep. The Immediate Past President is also an Officer of the Board. The PCST Head Coach serves as a member of the Executive Board, with the exception of negotiating and hiring for the position of Head Coach. All Officers have voting privileges with the exception of the Head Coach.

Any Pebble Creek Property Owner may be nominated by a Member for an elected Board position. A list of all nominated candidates and a formal election ballot is sent to all Members by electronic mail two weeks prior to the Annual Meeting. Elected Officers are elected at the Annual Meeting by electronic mail or voting in person. A majority of Members must vote for an election to be official. An Officer is elected when a plurality of votes is cast for that individual. The Officers assume their duties on September 1 and serve for a term of two consecutive years. No Officer may serve more than two consecutive terms in the same office.

The 2011 Board of Directors are:

President	Bob Birmingham (H) 746-9122
Vice President	John Mackay (H) 677-2915
Secretary	Becky Kolpa (H) 427-5043
Treasurer	Michelle Dodson
Parent Rep	Marilyn Pendlebury (H) 569-9654
Member at Large	Mary Griffiths (H) 269-0569
GRAL Rep	Robin Loving (H) 746-3021

Other Key Volunteers are:

Computer Rep	Christy Evanko	(H) 569-9755 (C) 310-1128
Concessions Head	Lucy Perkins	(H) 559-4636

The team Web site is located at www.pebblecreekswimteam.com and is updated frequently during the season. The team email is info@pebblecreekswimteam.com.

President

The President will preside at all meetings of the PCST. The President shall be an ex-officio member of all committees.

The President will make sure PCST has an adequate number of trained officials to conduct a swim meet. GRAL provides training for selected meet officials. See Section XIII: Meet Officials Training Requirements in the GRAL Handbook.

The President will schedule the home meets and the following day rain dates with the Pool Management prior to the start of the regular season. Any scheduling conflicts with the Pebble Creek Homeowners Association and Pool Management should be identified to the Executive Board and the GRAL Board Representative for resolution prior to the start of the season.

Vice-President

The Vice-President shall act as an aid to the President and shall, perform the duties of the President in the absence of that Officer.

The Vice President will assure that adequate supplies are on hand and coordinate the distribution of the supplies in order to conduct home meets (e.g. pencils, clip boards, watches, etc.). The Vice President will coordinate with the Head Coach to ensure that all necessary equipment for PCST is available and in working order.

Secretary

The Secretary shall keep a complete and accurate record (i.e. meeting minutes) of all proceedings of the Members and Executive Board meetings. The Secretary will be responsible for notifying all Officers and/or Members prior to each meeting. Notification may be at least one week prior to the meeting, by telephone or by electronic mail. Previous meeting minutes shall be included in the next meeting notification. The Secretary is responsible for maintaining all necessary documents for PCST including, but not limited to, insurance, taxes and incorporation.

Treasurer

The Treasurer will have custody and collection of all funds of PCST, keep a full and accurate account of records and expenditures, and make disbursements as authorized by the President. The Treasurer may sign approved checks for PCST in the amount no greater than \$1,500.00. The Treasurer and one other designated Officer is required to sign approved checks for PCST in the amount greater than \$1,500.00. The Treasurer will prepare, for Members approval, an annual budget to be presented at the Annual meeting. The Treasurer shall present a financial statement at every meeting and at other times as requested by the Executive Board, and shall make a full report at the meeting at which new Officers assume their duties. The Treasurer's accounts shall be examined annually by an auditor outside of the Executive Board. The audited financial statements shall be reported to the members annually.

Immediate Past President

The Immediate Past President will serve as an advisory role to assist the current Board. The Immediate Past President will have voting privileges.

GRAL Board Representative

The Board Representative will perform the following duties to meet the expectations of the Greater Richmond Aquatic League (GRAL). Other duties maybe assigned by the President. The Board Rep shall:

- a. Be the officially designated League Representative of PCST to the GRAL Board of Directors.
- b. Attend GRAL Board meetings and vote for PCST on issues presented before the membership.
- c. Present issues for discussion identified by PCST at the GRAL Board meetings. Submit initial dues and pool certificate of insurance for PCST at dates as specified by the GRAL Bylaws and Rules.
- d. Report back to Executive Board, Computer Rep, and Coach about the proceedings at the GRAL Board meetings. The Board Rep is the first line of communication between PCST and GRAL board.
- e. The Board Rep shall have a copy of the current USS Rules book available, and bring the GRAL Handbook to each meet.
- f. Identify the official PCST members attending Champs who will represent PCST.
- g. Report to the GRAL Division Chairperson and/or GRAL Grievance Committee as the official representative of PCST in the event that a grievance is filed.
- h. Work with the Division Committee and Executive Board of GRAL to resolve any questions or issues related to League Rules and procedures that may arise during the season.

Parent Representative

The Parent Rep shall perform the following duties to meet the expectations of the GRAL. Other duties may be assigned by the President. The Parent Rep will:

- a. Be the officially designated Parent Representative of PCST to GRAL.
- b. Pursuant to the GRAL Bylaws Article IV - Section 1, the Parent Rep shall act on behalf of the Board Rep for business conducted at the GRAL Board meetings including voting for PCST if the Board Rep is absent.
- c. Be sure that PCST registration information and monies are submitted to GRAL, as set forth in the GRAL Bylaws and/or as stated by the Registrar. This would include regular season initial registration of swimmers, mid-season additional registrations, and Championship registrations and any money owed to GRAL to be paid at CHAMPS Registration.
- d. Receive supplies and equipment from the GRAL Division Committee to PCST. Assure that an adequate supply of League-provided materials is on hand and has been distributed to appropriate workers for the conduct of the home meets (e.g. ribbons, DQ cards, electronic starter, etc.).
- e. Act as the liaison between PCST and other clubs to resolve scheduling questions such as the scheduling of the first swim meet or the rescheduling of a rain-

delayed meet. In all cases, the rules regarding scheduling and weather policy shall be enforced.

- f. Contact the visiting club(s) Parent Rep(s) at least two days before the meet and notify them of the time to report to the pool, the start of the meet, the weather policy, location for positive check-in and parking information (if required). At this time, PCST should specify the parent volunteers that will be required of the visiting club(s). Both parent reps should also exchange names of swimmers/employees that have been approved by the league under the swimmer/employee exemption rule.
- g. Meet with both Parent Rep(s) prior to the start of the meet. The PCST Parent Rep should explain the layout of the deck regarding club seating, introduce the visiting club Reps to the Meet Director and Referee, answer any questions the visiting club(s) may have. The visiting Parent Rep(s) should be available during the meet to assist the Meet Director in the resolution of issues concerning their club when appropriate.
- h. Remain aware of the conduct of the meet to assure that GRAL Rules and procedures are being followed. Issues that arise should be brought to the attention of the Referee or the Meet Director as appropriate. The Parent Rep should bring a copy of the current GRAL Handbook to each meet. The Parent Rep is to remain on deck until the meet is officially over.
- i. Carry out the duties assigned to the Parent Rep in the GRAL Rules and ensure an accurate positive check-in list is provided to the home computer person no less than 30 minutes prior to the start of the meet. Also, specific responsibilities are assigned to the Parent Reps in the event of bad weather. (See GRAL Handbook Section V: Scheduling, item 2b.)
- j. Resolve any questions related to the audited results of the meet. Note: Until the meet has been signed off and approved by the Referee, the Referee and Meet Officials are responsible for producing the correct results for the meet.
- k. Assure that all the information from the completed meet is correctly distributed by the home club to visiting clubs and to the Registrar as set forth in the GRAL Rules.

Head Coach

The Head Coach presides over the coaching staff and will:

- a. Treat all swimmers equally, and build self-esteem in each swimmer.
- b. Maintain a high level of sportsmanship at all times and to promote team spirit.
- c. Be sensitive to the needs of all children and be aware of swimmers with special needs (i.e. ADD and ED) and adapt expectations.
- d. Set an attainable goal for each swimmer.
- e. Pass the Strokes & Turns test per the GRAL requirements and has an understanding of GRAL Policies and Procedures.
- f. Be an active participant at each and every practice.
- g. Be attentive to all swimmers during a swim meet.
- h. Provide time for swimmers and parents to discuss disqualifications (DQ's).

- i. Help all swimmers understand all competitive terminology (i.e. 25 meter, 50 meter, mixed relay, flip turn, IM, etc.) using the USAA Swimming Rules for each stroke.
- j. Ensure that all swimmers of the PCST participate in meets, events, and clinics to the fullest extent possible without compromising their safety.
- k. Coordinate with the Vice President to ensure that all necessary equipment for PCST is available and in working order.
- l. Be responsible for recruiting potential coaching staff members and presenting them to the Executive Board.
- m. The head coach will be required to submit information for a background check. Employment is contingent upon results of the background check.

4.0 FINANCES

The 2010 swimmers fees are \$75.00 per swimmer with a maximum \$225 per family.

Additional costs to the swimmer may be associated with the purchase of swimsuits, caps, goggles, or spirit wear. If you would like to purchase any of these items, please contact Dixie Sports at 343-4943. The official team suit is a plain navy blue with our Piranha mascot embroidered on it. Chuck Boyle can be contacted about the embroidery – his phone number is 730-3753 and his email is cbhokie24@aol.com.

Expenses that are covered by the registration fees include but are not limited to coaches' salaries, registration to GRAL, insurance, trophies, CHAMPS fees, social events, complimentary gifts, equipment (e.g., lane lines, kickboards, timers' watches, etc), supplies used to run a meet, and state taxes and dues. If you are interested in a more in-depth report, please contact the Treasurer, Michelle Dodson, in writing.

In addition to registration fees, it is necessary to have other fundraising events such as team sponsorship, local fundraisers, Breakfast with Santa, and most importantly, our concessions program that can raise up to \$1,000 per home meet.

The concessions committee is headed up by Lucy Perkins. *An email will be sent to each family prior to the three home meets reminding them what they signed up to bring* (e.g. baked goods, condiments, paper products, burger toppings, and side dishes). Participation by families is how we keep our concessions costs down and ultimately require fewer fundraisers and less money for registration. The concessions list will also be posted at the pool and on the Web site.

5.0 SWIM SEASON LOGISTICS

This is basic information for new parents. Please see the calendar for specific dates and times.

- The PCST web address is www.pebblecreekswimteam.com, please check it at least once a week, preferably a day before the meet.
- The official PCST email is info@pebblecreekswimteam.com and is generally checked by Michelle Dodson or Christy Evanko.
- We are a member of the Greater Richmond Aquatics League (GRAL). Their Web address is www.gralva.com.
- This year, we are in Division 1-East. The divisions are based on location and team size.
- Any child 18 and under who is a member in good standing of the Pebble Creek pool and can swim the length of the pool is invited to join the swim team. Strokes will be taught and finessed, **but swim team should not be confused with swim lessons.**
- Ribbons are distributed at evening practice following the meet.
- All swim meets begin at 6:00 p.m., unless otherwise noted. Warm ups and last minute instructions take place 45 minutes or more prior to the start of the meet. It is imperative that your child arrives BEFORE warm-ups begin to receive important instructions and not be considered a no-show. Check the calendar for exact arrival times.
- Your child MUST sign in when s/he arrives at the meet. If s/he is not signed in by an adult or in person at least 30 minutes prior to the start of the meet, s/he will not be able to swim that night.
- Swimmers will get a card with their event numbers when they check in at the meet. It will be the swimmers' responsibility to be at the clerk of course when that event comes up. The event numbers will be announced and there will be a display at the clerk of course, but children will NOT be called individually or searched for. If your child misses his/her event, s/he cannot make it up.
- Each regular season meet consists of age group relays and individual events in each stroke. Some events are only offered every other meet.
- A swimmer may not enter more than three individual events plus one relay event per meet.
- The swimmer's entries are pre-determined by the coaches and are not negotiable.
- Entrants are seeded slowest to fastest, and multiple heats are common. Thus, a swimmer can win his/her heat but not necessarily win a place in the event. Also, because of pre-seeding, it is not uncommon to see empty lanes in any heat.
- All diving is done in the deep end only in pools (like PC) where the shallow (called the turning end) is less than 4' deep. Therefore, the timers will move to the other end when the mites are swimming their 25M events. For the mite relays, swimmers 2 and 4 will have to start in the water. There are some pools in the league that require in-water starts for all swimmers due to their depth. All swimmers will be certified by the coaches prior to diving at a meet (new in 2009).

- The Meet Director and Parent Representative from each team determine all postponements due to weather. Every attempt will be made to get the meet completed on the evening scheduled.
- Swimmers compete against other swimmers of the same gender, of the same age group, and of the same basic ability.

The age group is determined by your child's age on June 1.

Mini Mites – Any Age, doesn't swim in meets until ready

Rookie Mites – 6 & Under (separated for 25 Free & Back only)

Mites – 7, 8

Midgets – 9, 10

Juniors – 11, 12

Intermediates – 13, 14

Seniors – 15, 16, 17, 18

- Additionally, GRAL classifies your child as a Novice, Advanced, Junior Varsity, Varsity, or Senior Varsity swimmer, according to the top time s/he holds in each stroke. This allows for up to 30 ribbons (5 each of first through sixth place) to be awarded per event.
- At the end of the meet, team scores are calculated in each of the four divisions and a total of the four determines the winner.
- GRAL publishes new time standards at the beginning of each season if they have changed.
- Swimmers beginning the season without times will be placed as Novice swimmers in all strokes. GRAL times are carried over from the year before.
- When your child achieves an Advanced time in an event, he/she will then swim as an Advanced swimmer for that particular event. Therefore, your child may swim Advanced in one event, and may eventually become a Varsity swimmer or even be a Novice in another.
- However, as your child's age increases, his/her Varsity time may become a Junior Varsity time in an older age group because of the new time standard for that age group.
- If your child swims a slower time in the next meet, s/he does not lose his/her Advanced, Junior Varsity, or Varsity status.
- Each child who qualifies in at least one event for a Junior Varsity, Varsity, or Senior Varsity time will be invited to CHAMPS held in Northern Virginia the last weekend in July. Last year, PCST had 40 children qualify in a total of 97 individual events.
- Relays are done a little differently. They are classified as either Advanced (must include Novice and/or Advanced swimmers) or Varsity (must include Junior Varsity and/or Varsity swimmers). CHAMPS relays have different regulations.
- Meet improvements were made by the 2008 GRAL board of directors and include the following:
 - Flyover starts for swimmers 9 and older (flyover starts are starts that happen while the previous group is still in the water)

- Some events have been moved around so that swimmers 8 and younger are finished earlier.
- Each division determines a time cut-off time. If relays have not been completed by that time, they will not be swum that evening (with the exception of the mite relay, which is swum first).
- Beginning in 2010, every child must be certified to dive prior to diving in practice or at a meet. Those not certified will have an "X" written on their shoulders at the meet so that the Starter knows that they need to start the event in the water. Coaches will certify divers in the deep end of the pool and will attempt to get all swimmers certified prior to the first meet. However, some children may not be able to dive at all during the season.
- Board Members and/or veteran swim parents are always available if you have any questions.

A note on disqualifications (DQ's):

- At each swim meet there are four Stroke and Turns (S&T) Judges and a Referee on the deck of the pool. Their job is to ensure that each swimmer swims their stroke properly with no unfair advantage over another swimmer. The dominant principal is:

"Fairness to all competitors, giving the benefit of the doubt,
in every instance, to the swimmer."

- If you see a Stroke and Turns Judge raising their hand indicating a disqualification, PLEASE DO NOT discuss it with them. It should be discussed with your team's Coach and **only** a Coach can dispute the disqualification with the Referee. Remember that these Judges are parents too and they are there to make things fair for all swimmers. No one enjoys disqualifying a swimmer. Additionally, the judge is watching up to four swimmers and it is often difficult to tell about which swimmer the judge is raising his/her hand.
- A disqualification card (DQ Card) should be considered a learning tool for a swimmer to learn to swim the stroke properly. It should be discussed in a positive manner with encouragement towards improvement. DQ cards are typically discussed at the practice following the meet. If a parent or a swimmer would like more information about the disqualification, please see the coach.
- The most common reasons (but not the only reasons) for a "DQ" card are:
 - Freestyle:
 - Pulling with a forward movement on a lane line or wall.
 - Pushing off of the bottom of the pool giving the swimmer forward momentum.
 - Walking on the bottom of the pool.
 - Backstroke:

- Turning over onto the stomach (past vertical towards the breast). This usually happens just before they touch the wall.
- Breaststroke:
 - Feet and Hands not moving simultaneously.
 - Order of movement: should be pull then kick.
 - Hands below the hips in the propulsion part of the stroke (not on the start).
 - A non-simultaneous two hand touch at the turn and finish. (Number one reason for a DQ in Breaststroke!)
- Butterfly:
 - Hands not moving simultaneously and recovery is not over the water.
 - Legs not moving up and down simultaneously (i.e. flutter or scissor kick)
 - A non-simultaneous two hand touch at the turn and finish. (Number one reason for DQ in Butterfly!)
- Individual Medley:
 - In addition to the above – swimming the strokes out of order (the correct order is Butterfly, Backstroke, Breaststroke, Freestyle)
- Relays:
 - In addition to the above – starting before the prior swimmer touches the wall
 - Swimming the Medley Relay out of order (the correct order is Backstroke, Breaststroke, Butterfly, Freestyle)
- For more information about disqualifications, see an off-duty Strokes & Turns judge, or a coach.

6.0 INCLEMENT WEATHER POLICY

All teams are required to follow the GRAL Weather Policy in bad weather situations. The GRAL policy is as follows:

- At the first sound of thunder or sighting of lightning, the pool and deck must be cleared of people and secured. It is the responsibility of the Meet Director, the Parent Representatives, and Pool Management (i.e. lifeguards) to ensure that this is done. The Home Team is responsible for issuing instructions for that pool's weather safety procedure.
- Postponements are to be decided by the Meet Director, Pool Management, and Parent Representatives (one from each club) after a 30-minute delay. A 30-minute waiting period is to be enforced before swimmers may begin to swim after the last sighting of lightning or sound of thunder.
- The League encourages teams to wait out the storm delay and finish the meet. Information on storms in the area and the remaining time necessary to complete the meet should be taken into consideration.
- Meets must be rescheduled at the earliest possible date acceptable to all teams.
- In the event of a second postponement of the same meet, creative alternative solutions need to be discussed in order to complete the meet. These can include finishing the meet on Saturday morning, changing pool location, etc. All individual events **MUST** be completed in all cases.
- Meets must be completed in the scheduled sequence to avoid giving an unfair advantage to any team(s).

In addition to the GRAL policy stated above, the following are procedures for the Pebble Creek pool facility:

- In the event of thunder or lightning, all swimmers and observers will be directed to go to their cars or the Pebble Creek Clubhouse and wait.
- Notification of delay, rescheduling or resuming of the meet will be made by the coaches.
- Volunteers will be needed for the rescheduled meet.

7.0 VOLUNTEER INFORMATION

Swim Team has lower fees than most sports, but it is very labor intensive and why need your help. As such, ***Pebble Creek needs one adult or more from each family to work five half-meet volunteer slots.*** Each family signed up for these slots at registration. Please check the schedule because YOU are responsible for making sure the volunteer positions you signed up for are filled. If you need to switch with someone, please use the roster included in this handbook.

Some volunteer positions require certification by GRAL. If you are interested in training for a position (noted as ***TRAINED POSITION*** below) please see a Board Member.

Below is a list of some of the positions and their descriptions (the numbers in parentheses are the quantity needed from our team for home meets and away meets in that order):

Announcer (1-2/0): Makes general announcements for the meet and announces which event numbers are lining up at the clerk of course. Will NOT announce individual children's names.

Check-in Parent for Pre-seeding (3/3): GRAL instituted "pre-seeding" so each child needs to check in 30 minutes prior to the start of each meet. This parent also hands out the cards with swimmers' events.

Clerk of the Course (3/2) – TRAINED POSITION: Puts the children in the correct order according to the pre-seeding and gets them to the blocks. Coordinates Escorts.

Clerk of Course Escort (6/0): Escorts swimmers from the Clerk to the blocks. Finds swimmers that do not get to the Clerk of Course in time.

Computer Operator (1-2/1-2): Enters the times achieved by each swimmer with an operator from the other team. A GRAL Computer Representative prepares the paperwork for the meets.

Concessions and Grill (15/0): Members of this team purchase, make, and sell items at the meet. The Concessions Committee Head is Lucy Perkins.

Meet Director (1/0): Responsible for ensuring that the physical needs of the pool are ready for each meet.

Referee (1/0) – TRAINED POSITION: Supervises all aspects of the meet.

Runner (4/0): Runs DQ and timer sheets/cards to the referee and table workers.

Set Up/Take Down (8/0): Sets up the pool for home meets 2 ½ hours before the meet starts and helps clean up and prepare the pool for the next day.

Starter (1-2/0) – TRAINED POSITION: Announces each event and activates the starter mechanism to let the children know when to dive in.

Strokes & Turns (4/4) – TRAINED POSITION: Ensures that the kids are swimming legally and disqualifies them if they are not.

Table Workers (5/2): Prepares the times for the computer and labels the ribbons.

Timers (24/18): Activates a stopwatch to time the swimmers and records the times on a card. A Head Timer coordinates the timers.

8.0 DIRECTIONS TO AWAY MEETS

See Web site – www.pebblecreekswimteam.com for Yahoo! Driving Directions

June 29 – Ashland

Address is 110 Maple Street Ashland, VA 23005

Out of the main Pebble Creek entrance:

Turn Left onto Mechanicsville Turnpike

Exit onto 295 towards 95

Exit onto 95N

Take Exit 89/Lewistown Road and turn right on Lewistown Road

Turn Left on Ashcake Road

Turn Right on Maple Street

Pool is on Left

July 6 – Milestone

Address is 11030 Milestone Drive Mechanicsville, VA 23116

Out of Pebble Creek main entrance:

Turn Right onto Mechanicsville Turnpike

Turn Left onto Walnut Grove Road

Turn Left onto Pole Green Road

Turn Right onto Rural Point Road

Continue on New Ashcake Road

Turn Left onto Milestone Drive

July 19 – Kings Charter

Address is 9191 Stephens Manor Drive Mechanicsville, VA

Turn Left onto Mechanicsville Turnpike

Exit onto 295 towards 95

Take Exit 41A/Hanover onto Chamberlayne Road/US-301N

Turn Left on Atlee Station Road

Turn Right on Kings Charter Drive

Turn Left on Spring Ivy Lane

Turn Left on Kings Charter Drive

Turn Right on Stephen's Manor Drive

9.0 2011 GRAL TIME STANDARDS – GIRLS

MITE GIRLS (8 - Under)											
	<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>			<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>	
M E T E R S	2:27.80	2:17.80	2:10.15	2:02.49	100	IM	2:13.10	2:04.14	1:57.25	1:50.35	Y A R D S
	27.90	26.99	26.07	24.75	25	Back	25.10	24.32	23.49	22.30	
	31.70	29.99	28.85	27.50	25	Breast	28.60	27.02	25.99	24.77	
	31.70	28.74	27.03	24.93	25	Fly	28.60	25.89	24.35	22.46	
	23.30	22.43	21.54	20.46	25	Free	21.00	20.21	19.41	18.44	
	55.50	52.41	50.15	47.44	50	Free	50.00	47.22	45.18	42.74	
MIDGET GIRLS (9 - 10)											
	<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>			<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>	
M E T E R S	1:55.20	1:48.63	1:43.97	1:36.72	100	IM	1:43.80	1:37.87	1:33.66	1:27.14	Y A R D S
	52.50	49.60	47.78	45.27	50	Back	47.30	44.69	43.05	40.78	
	57.20	54.42	52.75	50.34	50	Breast	51.50	49.03	47.52	45.35	
	55.80	51.78	48.72	45.50	50	Fly	50.30	46.65	43.89	40.99	
	44.50	41.97	40.59	38.58	50	Free	40.10	37.81	36.56	34.75	
	1:42.20	1:36.76	1:32.87	1:27.05	100	Free	1:32.10	1:27.17	1:23.67	1:18.43	
JUNIOR GIRLS (11 - 12)											
	<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>			<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>	
M E T E R S	1:37.50	1:33.74	1:29.55	1:23.63	100	IM	1:27.90	1:24.45	1:20.68	1:15.34	Y A R D S
	45.00	42.79	41.17	38.94	50	Back	40.60	38.55	37.09	35.08	
	49.50	47.65	45.96	43.81	50	Breast	44.60	42.93	41.41	39.47	
	45.00	42.28	40.54	37.93	50	Fly	40.50	38.09	36.53	34.17	
	37.40	36.20	34.92	33.35	50	Free	33.70	32.61	31.46	30.05	
	1:27.20	1:22.50	1:19.38	1:13.86	100	Free	1:18.50	1:14.32	1:11.52	1:06.54	
INTERMEDIATE GIRLS (13 - 14)											
	<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>			<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>	
M E T E R S	1:34.00	1:28.27	1:25.40	1:20.15	100	IM	1:24.70	1:19.52	1:16.93	1:12.21	Y A R D S
	44.70	41.07	39.73	37.39	50	Back	40.30	37.00	35.79	33.69	
	1:41.90	1:31.82	1:27.43	1:20.79	100	Back	1:31.80	1:22.72	1:18.76	1:12.79	
	49.20	46.00	44.28	41.98	50	Breast	44.30	41.44	39.89	37.82	
	1:48.90	1:41.05	1:36.97	1:31.26	100	Breast	1:38.10	1:31.04	1:27.36	1:22.21	
	45.40	40.18	38.13	35.90	50	Fly	40.90	36.20	34.35	32.34	
	1:50.30	1:36.27	1:31.42	1:22.63	100	Fly	1:39.4	1:26.73	1:22.36	1:14.44	
	36.00	34.34	33.44	32.02	50	Free	32.50	30.94	30.12	28.85	
1:23.60	1:18.00	1:15.16	1:10.66	100	Free	1:15.30	1:10.27	1:07.71	1:03.66		
SENIOR GIRLS (15 - 18)											
	<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>			<u>Adv.</u>	<u>J. V.</u>	<u>Varsity</u>	<u>S.V.</u>	
M E T E R S	1:29.70	1:25.50	1:22.44	1:17.74	100	IM	1:20.80	1:17.03	1:14.27	1:10.04	Y A R D S
	42.10	39.87	38.25	36.61	50	Back	38.00	35.92	34.46	32.98	
	1:33.40	1:28.47	1:24.86	1:19.76	100	Back	1:24.20	1:19.70	1:16.45	1:11.86	
	46.70	44.44	43.00	41.34	50	Breast	42.10	40.03	38.74	37.24	
	1:44.60	1:37.31	1:33.48	1:25.61	100	Breast	1:34.20	1:27.67	1:24.22	1:17.13	
	40.60	38.25	36.70	34.69	50	Fly	36.60	34.46	33.07	31.26	
	1:39.50	1:30.58	1:25.67	1:19.01	100	Fly	1:29.70	1:21.60	1:17.18	1:11.18	
	34.40	33.22	32.30	31.17	50	Free	31.00	29.93	29.10	28.08	
1:19.50	1:14.96	1:12.07	1:08.59	100	Free	1:11.60	1:07.53	1:04.93	1:01.79		

9.0 2011 GRAL TIME STANDARDS – BOYS

MITE BOYS (8 - Under)											
	Adv.	J. V.	Varsity	S.V.			Adv.	J. V.	Varsity	S.V.	
M	2:50.00	2:32.44	2:18.04	2:03.21	100	IM	2:33.20	2:17.33	2:04.36	1:51.00	Y
E	29.10	27.61	26.37	24.91	25	Back	26.20	24.87	23.76	22.44	A
T	34.20	31.95	29.99	28.32	25	Breast	30.80	28.78	27.02	25.51	R
E	33.30	31.13	28.55	25.73	25	Fly	30.00	28.05	25.72	23.18	D
R	23.50	22.12	21.15	19.67	25	Free	21.20	19.93	19.05	17.72	S
S	56.80	52.96	49.98	45.30	50	Free	51.10	47.71	45.02	40.81	
MIDGET BOYS (9 - 10)											
	Adv.	J. V.	Varsity	S.V.			Adv.	J. V.	Varsity	S.V.	
M	2:00.00	1:52.00	1:47.00	1:41.97	100	IM	1:48.10	1:40.90	1:36.40	1:31.86	Y
E	53.80	50.84	48.90	45.47	50	Back	48.40	45.80	44.05	40.97	A
T	59.10	56.57	54.99	52.04	50	Breast	53.20	50.97	49.54	46.88	R
E	58.70	54.70	51.91	47.32	50	Fly	52.90	49.28	46.77	42.63	D
R	43.80	41.85	40.49	38.60	50	Free	39.50	37.71	36.48	34.77	S
S	1:43.50	1:37.71	1:32.93	1:27.70	100	Free	1:33.30	1:28.03	1:23.72	1:19.01	
JUNIOR BOYS (11 - 12)											
	Adv.	J. V.	Varsity	S.V.			Adv.	J. V.	Varsity	S.V.	
M	1:44.40	1:38.41	1:33.58	1:27.13	100	IM	1:34.00	1:28.66	1:24.3	1:18.50	Y
E	48.30	45.33	43.16	40.08	50	Back	43.50	40.84	38.88	36.11	A
T	53.10	49.93	48.18	45.20	50	Breast	47.80	44.98	43.41	40.72	R
E	50.20	45.57	43.01	40.21	50	Fly	45.20	41.06	38.75	36.22	D
R	38.90	37.19	35.75	33.98	50	Free	35.10	33.50	32.21	30.61	S
S	1:30.60	1:25.29	1:21.72	1:16.59	100	Free	1:21.70	1:16.84	1:13.62	1:09.00	
INTERMEDIATE BOYS (13 - 14)											
	Adv.	J. V.	Varsity	S.V.			Adv.	J. V.	Varsity	S.V.	
M	1:35.70	1:25.81	1:21.78	1:17.68	100	IM	1:26.30	1:17.30	1:13.68	1:09.98	Y
E	46.70	40.73	38.64	36.34	50	Back	42.10	36.70	34.81	32.74	A
T	1:47.40	1:32.69	1:26.90	1:20.03	100	Back	1:36.80	1:23.50	1:18.29	1:12.10	R
E	48.90	44.20	42.37	40.27	50	Breast	44.00	39.82	38.17	36.28	D
R	1:52.80	1:38.87	1:33.36	1:28.16	100	Breast	1:41.70	1:29.07	1:24.11	1:19.43	S
S	49.50	39.25	36.93	34.29	50	Fly	44.60	35.36	33.27	30.89	
	2:00.00	1:37.74	1:29.47	1:21.14	100	Fly	1:48.10	1:28.05	1:20.61	1:13.10	
	35.10	32.29	31.26	30.02	50	Free	31.60	29.09	28.16	27.04	
	1:25.00	1:15.19	1:11.89	1:07.43	100	Free	1:16.60	1:07.74	1:04.77	1:00.75	
SENIOR BOYS (15 - 18)											
	Adv.	J. V.	Varsity	S.V.			Adv.	J. V.	Varsity	S.V.	
M	1:22.50	1:17.52	1:14.44	1:09.59	100	IM	1:14.40	1:09.84	1:07.06	1:02.69	Y
E	39.80	36.55	34.76	32.49	50	Back	35.90	32.93	31.32	29.27	A
T	1:30.60	1:21.74	1:17.86	1:10.32	100	Back	1:21.70	1:13.64	1:10.14	1:03.35	R
E	41.90	40.12	38.49	36.24	50	Breast	37.70	36.14	34.68	32.65	D
R	1:36.20	1:29.60	1:25.92	1:18.85	100	Breast	1:26.70	1:20.72	1:17.41	1:11.04	S
S	36.00	33.62	32.17	30.31	50	Fly	32.40	30.29	28.98	27.30	
	1:31.60	1:22.11	1:16.86	1:10.39	100	Fly	1:22.50	1:13.97	1:09.24	1:03.41	
	30.20	29.20	28.27	27.29	50	Free	27.20	26.31	25.47	24.59	
	1:11.80	1:07.58	1:04.66	1:00.89	100	Free	1:04.70	1:10.89	58.26	54.85	