



## CSLA Swim Team – Survival Guide 2019 / 2020

Our goal is to develop CSLA athletes to their maximum potential. The coaches are dedicated to providing our athletes with the tools and resources necessary to reach their highest level of performance while encouraging an active, healthy lifestyle.

Over the past season, we have compiled the questions and concerns addressed by families and built this Survival Guide. Each season, we enhance this document to capture the essence of being a member of the CSL Aquatics family. Additional information can be found on the [CSLA website](#), or by contacting us directly. Contact information can be found on the last page of this document.

### GENERAL

#### **Where can I find this season's meet schedule?**

The meet schedule can be found on our team website in the 'Swimmers' section under 'Meet Calendar' ([Here](#)). Please keep in mind that this is a tentative schedule and subject to change; the final schedule is determined by the Federation de natation du Quebec (FNQ). Check back often for the most up-to-date schedule. Each color represents the type of competition.

#### **How do I find out my child(ren)'s events for a particular meet?**

Each child's events are selected by their coach. To view your child's events for an upcoming competition, please go to the CSLA website Home page, view the Upcoming Meets section and click on the link labeled "Entries".

#### **Where do I find the details for an upcoming competition (warm-up times; event time; etc.)?**

All competition information will always be posted in the "Upcoming Meets" section of the website, found on the Home page.

The following links are posted on the CSLA website as soon as they are available:

**Competition Invitation** is published by the host swim club and is the official invitation to a competition. It includes all basic information for the meet such as swimmer eligibility, location, dates, and events.

\*An event at a competition is considered an individual race (i.e.: 11-12 year old 200 IM).

**Technical Bulletin:** Is provided by the host team and is made available 2 to 4 days before the competition. This document includes warm-up times, session times, officials information, description of meet procedures and special modifications/rules, relay information, link to results page and list of rules and awards.

**Entries:** Displays the list of events that each athlete is confirmed to compete in, which are determined by their coach.



**Meet Results** are available on the [Swim Canada website](https://www.swimming.ca/en/events-results/meet-results/) (<https://www.swimming.ca/en/events-results/meet-results/>) or via the Splash Me App (available on Android and Apple mobiles) and are regularly updated within the hour following each event. Depending on the competition, a direct link to the host team results page can be found on the CSLA Home page.

Please note that all information for swim meets are provided by the host club.

### **How do I find out about cancelled practices?**

Cancelled practices will be posted on the CSLA web site. An e-mail will also be sent to the affected groups announcing any cancellations.

### **What equipment does my child need?**

To see what equipment is required for your child's group please see:

<http://swimteam.cotesaintlucaquatics.com/training-equipment.html>

Equipment and team apparel will be available for online order this upcoming fall at our team store: [alltides.com](http://alltides.com) by using the access code: CSLA25

The AQUAM store will be at the ACC on October 7th and 8th, 2019 @ 17:00.

### **When should the Swimmer's Access Cards be used?**

The Access card or Fun Card must be used to enter the ACC facility. Swimmers must use their cards to enter the locker rooms and pool area.

**Fitness room:** Please note that swimmers must be 13 years of age or older and accompanied by a coach in order to access the fitness room.

### **Is the Fun Card available to all swim team parents?**

A special arrangement has been made for the parents of CSLA swimmers. Non-resident parents may purchase an individual Fun Card which is valid from September until the August shutdown, and use the Fitness Room facilities during practice times.

**\*\*Please note: The Fun Card discount is only available to CSL residents. \*\***

### **Who can use the gymnasium?**

Access to the gymnasium is available for Fun Card holders or those who pay the Drop-in fee.



## REGISTRATION & FEES

### What costs do the swim team fees include?

The swim team program fee includes the affiliation fee, a team t-shirt and two (2) bathing caps, and covers all coached training sessions.

### Are there additional costs once I've paid the program fee and for competitions?

Additional fees include competition fees (invoiced on the first Monday of each month, for competitions held in the previous month).

The volunteer fee is invoiced at the end of the season to families who have not met the minimum required amount of volunteer credits.

*\*Please refer to the respective sections for details of the additional fees.*

### What discounts are available on the program fees and how are they applied?

- **Fun Card:** 10% discount on Aquatic teams program fee only, with a current Fun Card (applies to residents only)
- OR -
- **Multi-Family:** 10% discount on the Aquatic Teams program fee only, for all family members residing at the same address. (includes residents and non-residents)  
*Aquatic teams include: swim team, masters, triathlon and synchro*

**\*\*Discounts cannot be combined\*\***

### How are competition fees paid?

Each swimmer will be invoiced for every competition where they have confirmed their attendance by the CSLA deadline ; the fees are outlined below.

Competition fees are invoiced on the first Monday of the month for all competitions attended in the previous month.

An e-mail will be sent to the email address on file to advise when invoices are ready.

The deadline to pay each invoice will be the 15<sup>th</sup> of the month.

Invoices may be paid at the front desk, or online using your [Côte Saint-Luc registration account](#).

**\*\*At the September 25th parent meeting, we will have laptops set-up to assist with creating your registration account.**



Competition (Meet) fees, per swimmer are:

Regional Competition:	\$25.00
Provincial Invitation (2 to 4 events)	\$45.00
Provincial Invitation (5 to 7 events)	\$65.00
Provincial Championships	\$70.00
Québec Cup	\$87.50
Canadian Junior Championships	\$120.00
Canadian Senior Championships	\$125.00

**What happens if there are outstanding fees on my account?**

Ideally, there will not be outstanding fees on any CSLA member's account. At any time, if there is a concern with fees, please contact Larry Masella and we will work together to ensure a suitable payment plan is established.

Should an unresolved balance remain in a family's account, below are the steps that will be followed:

- 1) After the 15<sup>th</sup> of a month, we will contact you by phone and/or email to resolve the amount;
- 2) Should the communications or payment deadlines be disregarded, a collection notice will be mailed to your home address;
- 3) For the period of time an outstanding balance remains, swimmers will not be permitted to register for future competitions.

**How does a swimmer confirm their attendance at a swim meet?**

Each swimmer's attendance is confirmed by completing the digital form by the determined deadline indicated on the form. The link for this form will be sent via MailChimp email.

- ✓ The e-mail will be sent at least two weeks before the competition.
- ✓ Each competition attendance form will contain the name and location of the competition as well as the related costs.
- ✓ If a swimmer confirms for a competition, they will be invoiced for it.
- ✓ Meet attendance deadlines must be respected or a swimmer will not be registered for a competition. Late submissions will not be accepted.



### **What is the procedure for away competitions that require lodging/transport?**

For all swimmers ages 10 & up, staying at the hotel chosen by the Club is required to encourage team spirit. If parents would like to stay at the same hotel as their child, they must reserve and pay for their own rooms directly with the hotel.

- If you agree to attend an away meet and confirm your hotel reservation, you have up to 15 days prior to the competition to cancel your room. Hotel fees will be incurred for any cancellations made within 14 days of the meet.
- All athletes must pay for travel arrangements set up by the Club, even if the parents decide to drive to the away meets themselves.
- All Hotel + Transport information will be included in the competition e-mail. All costs will be invoiced on the first Monday of the following month.
- The above parameters apply to group reservations for away competitions with more than 12 swimmers confirmed.
- For away competitions of groups of 11 swimmers and less, hotel rooms will be reserved until a specified date and families will be responsible for booking their own rooms and organizing their own transportation.

## **REFUNDS**

### **If necessary, how do I request a refund?**

A refund for program fees may be requested no later than December 31, 2019 and may be requested by completing a Refund Request Form; all refund requests must be submitted in writing.

The City's refund policy applies to all requests: an administration charge on the program fee and pro-rated for the unused portion of the program as outlined in the City's refund policy found in the Activity Guide.

If a refund is requested for medical reasons, a 10% administration fee will apply and a medical note must be submitted with the request.

\*For the complete refund policy, please consult the City's Parks and Recreation Activity Guide.

### **Are refunds possible on all related fees?**

Refunds may be requested for the program fee portion of payments only; competition fees are not refundable.



## **VOLUNTEERING**

The success of each CSLA swimmer's experience relies on our amazing volunteers! Each swim competition(meet) requires over 120 volunteers per day. We are regularly recruiting for volunteers for both the technical & hospitality aspects of the competition. The technical includes all roles pool-side (timers, judges, meet managers, etc.) Hospitality includes vital support roles such as fundraising, meal preparation & service at home meets, Splash Bash event planning, etc.

Families may choose to volunteer or will be subject to a volunteer fee.

### **Volunteer credit system**

1 Volunteer credit = 1 four (4) hour block of time

**1 Volunteer credit at HOME EVENTS = 50\$, 1 Volunteer credit elsewhere = 25\$**

Once the minimum requirement of credits is earned, it is possible to accumulate additional credits. Additional credits (4 hour block) are valued at 50\$ for Home events and \$25 for other events, for a maximum of \$200/child towards the following season.

NB: A Meet Manager, Fundraising Campaign Organizer, Officials Coordinator, some Hospitality lead roles , etc. will receive the full 200\$ credit amount for the season, as well as the additional credit applied for the following season.

### **What is the Volunteer Fee?**

A volunteer fee will only be applied if a family has not met the volunteer expectation for the success of the program.

- ✓ Each family is asked to volunteer at a minimum of one home event, which can be any event taking place at the ACC such as a competition, Splash Bash, Team Breakfasts, Intra-Club meet, etc.
- ✓ If the required volunteer credits are not achieved by the end of the season, the fee of 200\$ will be invoiced.
- ✓ If a family does not volunteer at a home event during the season, a 50\$ non-refundable fee will be applied in addition to the 200\$ volunteer fee regardless of the additional credits accumulated.
- ✓ *The volunteer fee will apply if a swimmer leaves the team after December 1<sup>st</sup>*



## Volunteer Positions

Below are outlines for each of the volunteer roles at competitions:

### **Hospitality (*home competitions only*)**

*Description:* The valuable team who ensures all volunteers and officials are taken care of at home meets. A predetermined menu is provided, food preparation and buffet-style service, clean up and preparation for the next meal. Pool-side responsibilities include keeping officials hydrated and armed with snacks. Legends says that a meet is judged by the meals served!

*Experience Required:* A desire to partake in a kitchen party with new and old friends! Come prepared with music, jokes and tricks!

### **Timer**

*Description:* The job of the timer is to time heats using a stopwatch from the starting beep to the final touch. This provides you with a great seat to watch all the action.

*Experience Required:* A passion for competition and a dynamic cheer, all while focusing on timing accuracy. Timers clinics are offered at the ACC, please consult the CSLA website at the start of the season for dates.

### **Safety Marshal**

*Description:* The role of the Safety Marshal is to observe the safety of swimmers during the warm-up period and ensure established safety procedures are followed. Candidates must be calm, discreet, patient and polite with swimmers and coaches while maintaining control and applying FNQ competition rules. Usually, the person acting as a Safety Marshal is also working another position during the meet.

*Experience Required:* Training is provided through a clinic.

### **Stroke and Turn Judge**

*Description:* The role of the Stroke and Turn Judge is to observe the correctness of the stroke and/or turn to ensure that no swimmer gets an unfair advantage.

*Experience Required:* A short (2-3 hour) training course is required before you can be a stroke and turn judge. Courses are offered frequently, scheduled near a home competition date.

### **Clerk-of-Course**

*Description:* The Clerk-of-Course is responsible to making deck entries of swimmers, scratching swimmers from races and entering relay teams.

*Experience Required:* A training course is required, good organization skills and computer proficiency.

### **Chief Timer**

*Description:* The chief timer is responsible for all the timers, watches and plungers. The chief timer may also be asked to collect "sweeps" (the visual observation of the order in which the swimmers have touched the wall).

*Experience Required:* A short training course is required, great people skills and good organization skills.



### **Starter**

*Description:* The starter starts each race through the activation of the electronic timing system (horn and strobe flash) and ensures a fair start has occurred.

*Experience Required:* Intermediate to Advanced experience with swim competitions and a short training course must be completed.

### **Referee**

*Description:* The referee is the senior official at the competition and is responsible for all the deck officials.

*Experience Required:* Advanced experience with swim competitions and training courses. The referee is usually selected by the meet manager.

### **Meet Manager and Assistant Meet Manager:**

Meet managers are responsible for the preparation, organization and overall success of the competitions. Responsibilities include: meet sanctioning and recognition by the FNQ; meet package and technical bulletins are prepared, accurate and available; all officials' positions are filled; accurate pool set-up is to standard.

Experience required: Must have meet manager certification

## **OFFICIALS**

### **Interested in becoming an official?**

The training dates for Officials Clinics will be available as of October 15th, 2019 on the CSLA website in the '[PARENTS](#)' -> '[OFFICIALS](#)' section.

### **To sign up as an official for a competition:**

- 1) Watch for the email requesting officials for a competition your child or our club is participating in and click on the sign up link.
- 2) Sign up for the session or sessions that you would like to volunteer for. Include your request for specific volunteer roles however the Meet Managers will ultimately decide where you are most needed.
- 3) To ensure your volunteer hours are accurately tracked we ask that each family uses the Officials sign-up document mentioned above. Should you choose to volunteer at the last minute, it will be your responsibility to communicate that time (and competition) to Larry Masella by email (found on the last page of this document). Failure to report volunteer times by email to Larry will result in those hours not counting towards your family's volunteer contribution.





## **Officials, communication**

All official's certifications and officials experience at competitions is tracked by the club's Officials Coordinator and submitted to the FNQ. Please communicate requests regarding officiating via through our Official's Coordinator ([officialscsla@gmail.com](mailto:officialscsla@gmail.com)) or Larry Masella ([lpmasella@cotesaintluc.org](mailto:lpmasella@cotesaintluc.org))

## **FUNDRAISING**

### **Why do we fundraise?**

Funds raised through fundraising initiatives may be applied to competitions fees and competition related expenses. The funds raised will be shared amongst all who participated in the fundraising initiative via credits in our registration system.

Potential fundraisers for the 2019-2020 season include coffee sales and bagging. Fundraising suggestions are welcomed and are a great volunteering opportunity for parents who wish to become involved.

Hosting meets at the ACC allows CSLA to generate revenue which partially supports the day-to-day operations of the Swim Team program.

### **2019-2020 Events - Mark your Calendars!**

#### **CONTEST: Team Champs Theme and t-shirt design**

**Deadline: September 15th 2019**

A great opportunity to show your TEAM SPIRIT! Submit your t-shirt slogan or design, props, cheers, etc for Team Champs 2019 to Larry at [lpmasella@cotesaintluc.org](mailto:lpmasella@cotesaintluc.org). All CSLA team members are welcome to participate.

#### **CSLA Parent Meeting, Wednesday, September 25<sup>th</sup> 2019 at 6:30pm**

The annual parent meeting at the ACC is a great opportunity to meet all the coaches, aquatics admin team and have your questions answered, swimmers and parents alike. We will review all essential information regarding the team such as competition invoicing, volunteer expectations, etc.

We understand not everyone will be able to attend and will ensure that meeting minutes are shared within a week of the meeting. Should you have questions that were not answered, please don't hesitate to contact us at any time throughout the season.

#### **Team Breakfast, Saturday, October 12th, 2019**

A great opportunity for swimmers and parents alike to get to know their coaches for the upcoming season as well as an opportunity for new families to meet new friends. The continental-style breakfast will be hosted at the ACC in the Salons.



### **TEAM CHAMPS, October 31st to November 3rd**

The Team Champs competition will be taking place in Québec City at the Laval University PEPS Center. We will be staying at the Normandin Hotel in Lévis, Québec. All swimmers participating in the competition are expected to take the team bus to and from Québec City and stay at the team hotel. More information will be sent out in mid-September once the season is underway.

**Intra-Club Team Event**, dates will be determined once the Regional Schedule is finalized. Due to the great success of our first intra-club meet this past April, we'll be hosting two of these in the 2019-2020 season. This is a great team building opportunity not just for our swimmers, but for our parents as we count on many of you to volunteer as timers and officials for the event! For these intra-club meets, our swimmers are divided into teams and each team is assigned to a coach. The team with the most points by the end of the meet is crowned the winner.

### **Awards Night, Tuesday, November 12<sup>th</sup> at 7pm, 2019**

Cheer and congratulate the 2018 / 2019 CSLA swimmers for their outstanding performances throughout the season. We invite all age groups to attend! Light food and refreshments will be served. This event will be hosted in the ACC Salons.

### **CSLA Holiday Invitational Swim Meet, December 6 to 8th, 2019**

Hosted at the ACC, CSLA swimmers compete in home waters and requires a tremendous number of volunteers each day to ensure its success. This event is a great opportunity for families to acquire their expected volunteer credit in a single weekend! Don't forget, volunteering at this event are worth 50\$ in volunteer credits!

### **Training Camp at Plantation, Florida, January 3<sup>rd</sup> to 10<sup>th</sup> 2020**

We aim to have the Florida training camp back in the schedule for all National qualifiers. The training camp would be held from January 3<sup>rd</sup>-10<sup>th</sup>, 2020 at Plantation, Florida and swimmers will be staying at the Extended Stay hotel in Plantation (7755 Sw 6th St, Plantation, FL, 33324). We require a minimum of 10 swimmers to organize this event. More details to follow.

### **January 2020 Masters & Regional Competition Weekend**

On Saturday January 25<sup>th</sup> (Master's Meet) and Sunday January 26<sup>th</sup> (Regional Meet) we will be hosting two one-day swim competitions at the ACC. This is a great opportunity for all families to volunteer and acquire their remaining volunteer credits. Swimmers and their families are invited to help as officials and/or with hospitality over the weekend as we expect to run another successful event!

### **Splash Bash, May 9<sup>th</sup>, 2020**

Following in the footsteps of previous years and an overwhelming amount of positive feedback, we'll be inviting all of our athletes to show off their talents on the big stage. This is a potluck style event and



ticket sales cover the cost of the Splash Bash/CSLA Has Talent. Leading up to the event, a meal sign-up sheet will be shared.

## COMMUNICATION

We continue to improve all areas of CSLA communication and would love to hear from you! Our contact information is listed below and you can expect to hear back from us within 24-48 hours (not including weekends). If you don't, please try again as we may not have received the first message.

**Swim Competitions:** the most up-to-date information for upcoming swim competitions is posted on the CSLA website as soon as we have it. Here you will find competition/meet packages, entry lists, technical bulletins, official's clinics and other important information posted on the home page.

The **Survival Guide** contains pertinent details for all members of the team, swimmers and their parents. We are requesting that all families confirm that they have read and understood the information contained in this document. We are happy to review and address all questions and concerns so please don't hesitate to contact Larry Masella ([lpmasella@cotesaintluc.org](mailto:lpmasella@cotesaintluc.org) , tel: 514-485-6806 ext 2231).

**Contact Information, CSLA Families:** Each family will be contacted early in the season to verify and confirm all contact details(phone numbers, emails, addresses). This is a good time to provide additional emails if all parents would like to receive CSLA communications.

**CSLA Emails via Mailchimp:** We use MailChimp to share team information as it permits us to track all communications. Families will only be sent messages related to their swimmers. We request that all messages are reviewed carefully to ensure clear communication.

**Technical communications with Coaches:** Coaches hold the most accurate information regarding each swimmer's training and development; each coach will have a specific group of swimmers that they are responsible for. At the September parent meeting, this information will be shared as well as the coaches contact information. Each coach will meet with his respective groups prior to the first competition.

The [CSLA website](#) is a great resource for vital team information. We recommend bookmarking it.

### Contact Us:

For inquiries regarding the swim team, scheduling, meets:

Groups: Senior, Senior Elite and Senior Sprint

**Head Coach: Mike Calcutt** – Phone: ext. 2235, e-mail: [MCalcutt@cotesaintluc.org](mailto:MCalcutt@cotesaintluc.org).

Office hours: Tuesday & Thursday 8:30-12:00

Groups: Age Group,Senior Development

**Assistant Head Coach:** Abdenour Hammadache, email [ahammadache@cotesaintluc.org](mailto:ahammadache@cotesaintluc.org)

Groups: Regional Competitions, Youth and Youth Prep:

**Coach:** Jean Sebastien Prevost, e-mail: [jsebastienprevost@gmail.com](mailto:jsebastienprevost@gmail.com)



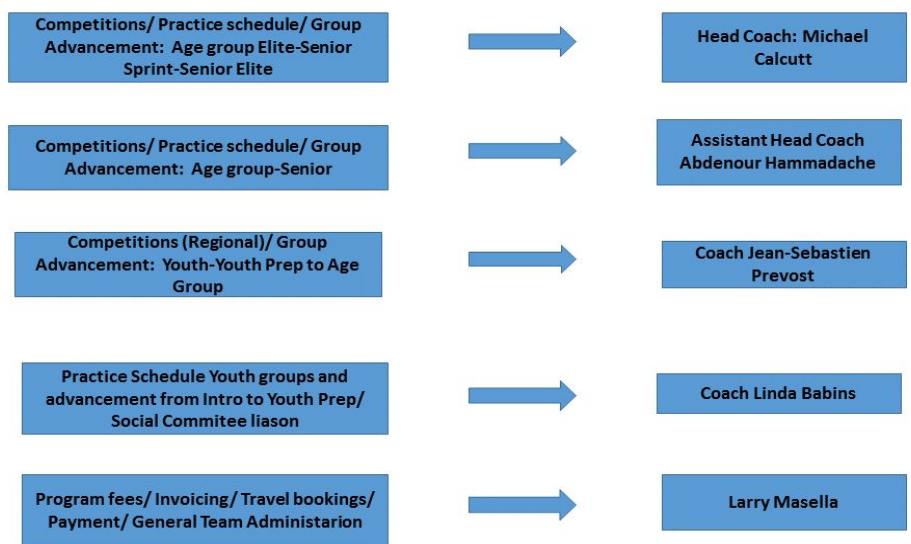
For inquiries regarding invoices, program fees, hotel bookings, payments, team administration, etc. please contact:

**Aquatics Coordinator: Larry Masella** – Phone: ext. 2231, e-mail: [lpmasella@cotesaintluc.org](mailto:lpmasella@cotesaintluc.org)

For other questions and concerns:

**Manager of Aquatics & Leisure: Trish McKenzie** – Phone: ext. 2232, e-mail: [tmckenzie@cotesaintluc.org](mailto:tmckenzie@cotesaintluc.org)

### Communications Flow Chart: CSLA





# **SWIM TEAM PRACTICE SCHEDULE, CODE OF CONDUCT, AND GROUP LISTS**

## **CSLA Youth Swim Team Parent & Swimmer Code of Conduct**

As a member of Côte Saint-Luc Aquatics (CSLA), I am part of a swimming organization that believes teamwork, integrity, respect and good sportsmanship are more important than winning. By signing this Code of Conduct, I agree to follow the rules for behavior and sportsmanship while I am a member of CSLA. The following behavior guidelines state the principles CSLA expects all members to demonstrate and uphold.

CSLA is fortunate to have experienced, professional coaches working to develop our children into better swimmers, and more importantly, teaching and instilling important life skills. These skills include time-management, self-discipline, and sportsmanship. Your child will reap the benefits of swimming long after his/her participation with CSLA ends.

As parents, it is absolutely essential that we give our coaching staff the respect and authority they deserve to run our swim team. Our coaches are hired for that purpose while the Head Coach, and Assistant Head Coach oversees the direction of the staff.

### **PART I – PARENTS CODE of CONDUCT**

- Set the right example for our children by showing respect and common courtesies at all times to the team members, coaches, competitors, officials, parents, and for all facilities and other property used during practice or competition.
- Respect the integrity of swim officials by assuming decisions are based on honest, objective evaluations of performance. Only coaches may approach meet officials for clarification of rulings.
- Understand that opposing teams, including their swimmers, coaches, and fans, want the same positive experiences for their swimmers as we do. Help CSLA achieve our goals by avoiding criticism either verbally or by gesture. Look for opportunities to build rapport with teams that we compete and work with.
- Demonstrate good sportsmanship during all practices, competitions and team activities. Promote good sportsmanship by setting an example and by helping others to do likewise. CSLA wins gracefully, loses graciously and congratulates their opponents either way.
- Be an active participant in many events and other team activities and encourage and support your child by permitting them to be timely for practices and competitions.



- Realize that swimmers become easily confused when coached by parents and benefit most from positive reinforcement of the professional coaching staffs' instructions and advice. Your unconditional love and support before and after races will help them best.
  - Recognize that CSLA coaches are professionals and allow them to coach your child without interference during workouts and meets, (including not being present on deck during practice or competitions unless you are working at the meet).
- 
- Support your professional coaches as they strive to do what is best for each CSLA swimmer. Our expectations and methods are based on Swimming Canada, the FNQ and other recognized swimming authorities.
  - If you have concerns, you will address it with the appropriate coach in private.
  - Maintain open and honest communication among all members of the CSLA family. We reach our common goals by working together.
  - Insist that your child refrain from using alcohol, tobacco, drugs, other prohibited substances, violence, abusive or foul language, inappropriate sexual conduct, or any other behavior deemed dishonest, discourteous, offensive or disrespectful of others.

## **PART II – PARENTS, BASIC RESPONSIBILITIES**

- Practice teamwork with all parents, swimmers, and coaches by supporting the values of Discipline, Loyalty, Commitment, and Hard Work.
- Assist the coaches in conducting effective practices by ensuring swimmers arrive and leave on time, and bring the proper equipment.
- Arrive at meets in time for volunteer or swimmer check in, stretching and warm-ups.
- Represent CSLA with excellence, respect, team spirit, good sportsmanship, and politeness
- Maintain self-control at all times. Refrain from inappropriate behavior that detracts from a positive image of the team or is detrimental to our performance objectives.
- Know your role. Swimmers – Swim / Coaches – Coach / Officials – Officiate / Parents – Parent
- Call or meet with coaches before or after practice/meets to discuss issues.
- Do not coach your child at practice or during meets, that is the coach's job.
- Assist the coaches by not talking with or motioning to swimmers during practices unless clearing it with a coach first.
- Do not interrupt or confront the coaching staff on the pool deck during practice or meets.
- Trust and support your swimmer's and coach's decisions around goal-setting, training commitments, swim event entries, and meet schedules. Do not impose your ambitions on your child.
- Any questions about disqualifications, judging, etc should be directed to your swimmer's coach.
- Get involved ...be an official, help plan a fundraiser, help plan a group social. Find something you enjoy!
- Pay your fees on time (as per the Survival Guide).



- Know and uphold CSLA management, coach directives, and the code of conduct that are designed to maximize the experience for all swimmers and parents.

### **PART III – SWIMMERS CODE of CONDUCT**

The undersigned athlete participating with/for the Côte Saint-Luc Aquatics Swim Team (CSLA) agrees to abide by the guidelines outlined below in addition to those established by the staff.

- Swim for the fun of it, not just to please your parents or coach.
- Make every team practice, meet participation and activity an opportunity to learn.
- Swimmers are expected to remember that at practice, during swim meets, team activities and in public they are representing CSLA. They should represent CSLA with excellence, respect, team spirit, good sportsmanship, and politeness.
- Swimmers are expected at all times to follow the directions of any member of the coaching staff, respect any instructions by officials and any person who is a chaperone. Disrespect or failure to obey instructions will not be tolerated from any athlete.
- Swimmers are expected to show respect, common courtesies and good sportsmanship at all times to the team members, coaches, competitors, officials, parents and for all facilities and other property used during practices, competitions and team activities.
- Swimmers should be punctual and arrive on time for all practices and meets and team events. Pool time is valuable.
- Swimmers must notify the coach in advance if they are planning to leave practice or swim meets early.
- Swimmers are expected to wear CSLA team caps and team t-shirts at all swim meets. This displays team pride and also makes it easier to identify swimmers on the blocks and in the water.
- Swimmers should be an active participant in all team practices, competitions, fundraising events and other team activities.
- Focus on every drill and every set. Be committed to putting forth your best effort every day. An honest effort does not include cutting laps, pulling on lane lines or missing send offs/sets.
- Disruption of practice by an athlete will be grounds for removal. Continual cheating in a practice will be considered a disruption of practice.
- Swimmers are expected to use appropriate language. Use of profane or abusive language or obscene gestures will not be tolerated.
- Dishonestly, theft, vandalism, Indiscreet or destructive behavior will not be tolerated.
- Every effort should be made to avoid guilt by association with such activities as those listed above.
- There shall be no drinking of alcohol or use of tobacco products or illegal drugs or any substances banned by Swim Canada.
- Swimmers are expected to respect each other. Fighting, intentional touching or striking another athlete will subject the swimmer to the most severe discipline.

### **PART IV – VIOLATION OF THE CODE, SWIMMERS**



The coaches have the authority to impose the following penalties for violation of the Côte Saint-Luc Aquatics Swim Team Code of Conduct. The penalties include, but are not limited to, the following:

- \* The swimmer will be given a verbal warning.
- \* The swimmer will be pulled out of practice in addition to a verbal warning and the coach will contact the parent.
- \* The swimmer will need to be accompanied by a parent at practice for four (4) consecutive days.
- \* If the swimmer continues his/her bad behavior, he/she will be suspended for one (1) week. (There will be NO pro-rating of fees.) If the swimmers disciplinary problem continues, the swimmer and parent will meet with the coach to discuss the problem further.

#### **PART V – VIOLATION OF THE CODE, PARENTS**

The coaches have the authority to impose the following penalties for violation of the Côte Saint-Luc Aquatics Swim Team Code of Conduct. The penalties include, but are not limited to, the following:

- \* The parent will be given a verbal warning.
- \* Continued disregard for the code will result in a written warning.
- \* If the parent continues his/her bad behavior after these measures, he/she will be suspended from the team.

I, the undersigned swimmer(s) and parent, agree that if I violate any of these rules, I will be subject to disciplinary action determined by the coaches, which may include expulsion from the team.

By placing your name below you agree that you have reviewed the Côte Saint-Luc Aquatics Swim Team Code of Conduct with the registered athlete and the athlete understands the Côte Saint-Luc Aquatics Swim Team Code of Conduct and that you (the parent/guardian) and the swimmer agree to abide by this Code and accept the penalties for not abiding by these.

Swimmer's names:

Swimmer's Signature:

Parent Name:

Parent Signature:

Date:





Payments to the City of Côte Saint-Luc					
Group	Total	Registration Deposit	Sep 15th	Oct 15th	January 15th
Senior Elite	\$1,550.00	\$387.50	\$387.50	\$387.50	\$387.50
Senior	\$1,500.00	\$375.00	\$375.00	\$375.00	\$375.00
Senior Sprint	\$870.00	\$217.50	\$217.50	\$217.50	\$217.50
Senior Development	\$870.00	\$217.50	\$217.50	\$217.50	\$217.50
Age group Elite	\$1,225.00	\$306.25	\$306.25	\$306.25	\$306.25
Age Group	\$1,125.00	\$281.25	\$281.25	\$281.25	\$281.25
Youth	\$790.00	\$197.50	\$197.50	\$197.50	\$197.50
Youth prep	\$740.00	\$185.00	\$185.00	\$185.00	\$185.00
intro to competition	\$460.00	\$115.00	\$115.00	\$115.00	\$115.00

\*Please refer to the Survival Guide for all additional information

\*\* A volunteer fee of \$200 / family will be invoiced at the end of the season if insufficient volunteer credits have been accumulated.

\*\*\* Refunds may be requested prior to December 15th.

Please refer to Group Placement Document for group schedules and coaching assignments.

