

KACHEMAK SWIM CLUB REGISTRATION PACKET

Thank you for your interest in the Kachemak Swim Club. This is your registration packet. You will find forms, information sheets and payment coupons.

Please read through the information you have received and check to see if you have completed the following:

READ THE INFORMATION PACKET FOR KACHEMAK SWIM CLUB _____

Complete the Registration and Medical Release Form _____

Sign the bottom of the Registration and Medical Release Form _____

Initial the statements on the back of the Registration and Medical Release Form (p11) _____

Swimmers need to read and sign the Swimmers Code of Conduct Form _____

Complete the USA Athletic Registration Application _____

Complete the Volunteer Form (one per family) _____

Sign the Waiver/Release of Liability Form _____

Sign the Photo Permission Form _____

Remove the Kachemak Swim Club Payment Coupons _____

Include a payment to the Kachemak Swim Club which includes:

Registration for USA Swimming	\$65.00 annual
Monthly Dues (varies by group)	_____
Prior Balance or past dues owed	_____

Payment may be combined on one check. Please make a note on the check of what payment is for, i.e. USA fee; KSC dues, past balance, etc. If a payment includes one or more swimmers please make a note of this.

A REGISTRATION PACKET MUST BE COMPLETED FOR EACH INDIVIDUAL SWIMMER.

EACH SWIMMER MUST HAVE THIS INFORMATION ON FILE BEFORE THEY WILL BE ALLOWED TO SWIM WITH THE CLUB.

Completed applications may be dropped into the KSC slot at the front of the pool registration desk.

QUESTIONS?

PLEASE CONTACT Monica Brown at 235-1970 or mbrown1955@live.com

KACHEMAK SWIM CLUB INFORMATION PACKET

www.kachemakswim.org

MISSION STATEMENT:

To provide a healthy, challenging, safe and supervised environment for athletes to strive to become the best that they can be while always emphasizing the importance of TEAM WORK!

MOTTO: (TEAM) Together Everyone Achieves More

INTRODUCTION: KSC is a year round developmental and competitive swim team composed of United States Swimming athlete members. These swimmers, ages 5-18, range from entry level to state champions. Our emphasis is on excellent technique to support competitive goals, and a lifetime of swimming. We look forward to an exciting 2011-12 season with a talented and enthusiastic group of coaches and swimmers. KSC functions with a high level of family participation. The attitude and cooperation of parents is a reflection of the whole team. We have a Board of Directors who commit their time to keep KSC functioning and we are proud of parents who routinely help swimmers throughout the year. This year we will be hosting three home meets and we will be asking for volunteer support throughout the year. Thank you for your interest and participation in the club.

ORGANIZATION: KSC is a non-profit organization recognized by the IRS. Governed by bylaws adopted by the membership, the daily affairs of the organization are conducted by a seven member elected Board of Directors. Elections are held at the annual spring banquet. The Board typically meets on the first Tuesday of each month at 5:00 pm. We ask parents to take an active role in the development of the club and your swimmer(s). We recommend that you attend at least one board meeting in the course of the year to observe how the club functions and express your interest and/or concerns. Locale may change, so be attentive to the KSC activities board in the pool lobby, where you will find notes and minutes from past meetings. We also e-mail our announcement and agenda prior to the meeting. We welcome everyone with questions, concerns, and suggestions at any meeting.

COACHES AND BOARD MEMBERS:

If you have any questions after reading this, or at any time during the coming year, please feel free to call the Coaching Coordinator or Board Member listed below:

Coaching

Anna Borland-Ivy- Head Coach	235-5955	winterblues@alaska.net
Rebecca Hardy-Assistant Head Coach	235-8277	mons@alaska.net
Melisa Miller	299-3593	ladyminak@gmail.com

Board Members:

Paul Castellani-President	235-0703	fourcasta@yahoo.com
Paul Story – Vice-President	235-1594	pstory@kpbsd.org
Mike Yourkowski-Treasurer	299-2628	myalaska@xyz.net
Nancy Hannan	235-2432	hannanhomeschool@gamil.com
Mei Mershon-Member	235-6445	mesille99@hotmail.com
Danielle Nagle-Member	235-6403	daniellenagle@hotmail.com
Kien Wilkenson-Member	235-9355	mokibay@yahoo.com
Corise Story -Safety Officer	235-1594	storycorise@gmail.com
Monica Brown-Registration	235-1970	mbrown1955@live.com

FINANCES: Club expenses include coach's salaries; officials and staff training; equipment; administrative expenses such as accounting, taxes, and insurance; pool rental; lifeguard fees; awards; USA-S fees; and travel costs associated with away meets. We periodically have fund-raisers to supplement our treasury. The Swim-A-Thon is KSC's top yearly fund-raiser involving swimmers receiving pledges for lengths they swim. This event is generally held in the spring. KSC also receives a number of contributions from businesses and civic organizations. You will receive information on fund-raisers as they are scheduled.

FAMILY FINANCIAL & VOLUNTEER OBLIGATIONS:

USA Swimming: \$65.00 annual USA-S Membership is required. USA Swimming dues run from January 1st through December 31st in a calendar year. Swimmers registered after September 1st are registered members until December 31st of the following year. Depending on when your child starts with KSC, it might be more advantageous to use a ½ year USA registration. USA-Swim registration provides insurance for each swimmer while swimming with the club. USA-Swim dues may be reduced if families meet the KSC requirement for income qualification.

Monthly Club Dues: Dues are based on team level placement. All dues are due at the beginning of each month. It is the responsibility of the parent to make payments with the payment coupons on the first of the month. You will be notified of any outstanding payments due. If payment has not been made within a month of the due date, the swimmer will not be allowed into the pool or be allowed to participate in a swim meet until the account is current. Any swimmer participating in any practice during a month is responsible for paying full monthly dues unless prior approval is sought from the head coach and board. The coaching coordinator will make exceptions in the case of injury or family hardship. Payments can be dropped off in the KSC slot of the pool lobby or mailed to KSC.

Dues

Dolphin:	Fall Session	\$60.00
	Monthly	\$60.00
Bronze :		\$65.00
Silver:		\$75.00
Gold:		\$85.00
Senior:		\$95.00

Dues may be subject to change. Any changes in dues will be voted upon by the membership.

Volunteer Commitment: A \$100.00 fee per family is required as part of the volunteer commitment. This typically equates to volunteering for four activities which are valued at \$25.00 each. There are numerous opportunities to volunteer throughout the year and participation will be quantified and deducted from this fee. Families are asked to notify the KSC Volunteer Coordinator or board member of their contributing hours and these will be reviewed annually. Payment for not meeting the required commitment will be billed to the family at the end of the season. Notice of volunteer activities will be given to the membership and posted on the KSC bulletin board at the pool and e-mailed to the general membership. During KSC swim meets parents of swimmers will be asked to assist by bringing food for the concessions booth or the hospitality luncheon. This contribution does not count toward the volunteer obligation. Everyone has something to offer, and we appreciate your commitment particularly at the swim meets.

Swim-A-Thon: The annual fund-raising obligation is \$100.00. This fee is required from all swimmers except those in the Dolphin Program. All swimmers on the roster for two (2) months during the regular swim season of September through May are obligated to participate. If the swimmer does not participate or raise the fee through pledges, the amount of \$100.00 will be billed to the swimmer's family. Swimmers in the Dolphin Program may participate in the Swim-A-Thon but are not obligated to pay the \$100.00 fee. Summer USA-Swimming swimmers are not obligated to participate.

Fifty- percent of monies raised above the \$100 obligation become part of the swimmer's travel account. The fund may be used for any Alaska State Championship or approved meet outside of the State of Alaska. This travel fund may transfer between family members.

Forty-eight percent of monies raised above the \$100 obligation will go into the general fund.

The remaining two-percent of monies raised above the \$100 obligation will go into a scholarship fund for a KSC swimmer who qualifies for a USA-S national championship meet such as Western Zones Championships and Junior Nationals. Swimmer's monies are cumulative from year to year. There is no retainer fee to hold funds as long as the swimmer participates in the annual swim-a-thon. Graduating seniors or swimmers leaving the club will have travel funds reverted to the general fund or may transfer available funds to a sibling.

Equipment: Your swimmer needs a swim suit, goggles, swim cap and water bottle for practice. The team uniform consisting of a team suit, goggles and team swim cap will be required for team events unless stated otherwise by the Head Coach. They are available from our KSC swim shop.

Meets & Travel Costs: Fees for meets are collected one week prior to the meet, and are variable depending upon the number of events a swimmer participates in, transportation fees, and the cost of meet itself. These fees are non-refundable.

During the year KSC swimmers have the opportunity to compete at several levels around the State and outside the State of Alaska.

Local Age Group Meets: All members of KSC are eligible to compete in these meets with the approval of their Coach and Parents. The meets are held in Homer, Soldotna, Kenai, and Seward. Occasionally swimmers will have the opportunity to compete in Anchorage at this level. There are no required qualifying times. Parents are responsible for transportation to and from these meets, and for the swimmer's conduct and safety when off the pool deck.

State Championships: Alaska Swimming provides four major championships during the year: Alaska Age Group Championships in December; Great Alaska Open in January; Alaska Junior Olympics in April; and Alaska Long Course Championships in July. These meets have qualifying time standards that must be met by the entry deadline in order to participate. Other qualifying criteria may apply regarding practice attendance, fitness to compete, attitude and coach's approval. For travel beyond Anchorage, travel arrangements are made by the KSC Travel Coordinator and paid for by the parents. Supervision of swimmers during travel, on and off the pool deck, is organized by KSC parents.

Out-of-State Championships: KSC regularly attends championship meets outside of Alaska. These include meets in Washington, Oregon and California. Entry criteria are similar to Alaska State Championships. Making time standards for these meets requires maximum motivation and dedication. Qualifiers must have a strong practice history and approval of the coach.

Transportation and Housing: Transportation to destinations other than the Kenai Peninsula and Anchorage is by the most economical fare available on commercial transportation. The Team travels together, utilizing group fares whenever possible. Parents provide food and transportation as required. For out-of-state travel, swimmers, coaches, and appropriate chaperones stay together in hotels as arranged by the KSC Travel Coordinator. Cars and vans are rented for ground transportation and all swimmers share in this expense.

Team Structure

KSC provides different team levels all working together toward a common goal of excellence and success in swimming.

Dolphin : The Dolphin Program provides a pre-competitive experience to introduce new swimmers to the routine of practice, and prepare them for entrance into the swim club. Dolphin applicants must be able to swim the width of the pool (15 yards) using the front crawl stroke, and return using a basic back stroke. They must be able to tread water, bob, streamline on the front and back, flutter-kick on a kickboard, and exhibit a desire to learn. Exceptions may be made by the Dolphin Coach, considering relative strength, age and other relevant factors. Dolphins will be advanced to the Bronze Team when requirements for that level are met. Typical practice time is forty-five minutes, two days a week.

Bronze: Candidates for the Bronze Team must be able to swim the length of the pool (50 yards) in both front and back crawl strokes. At this level, the swimmers will be introduced to breaststroke, butterfly, and Individual Medley (IM), as well as, flip turns on the front and back. Swimmers must be motivated to learn and advance in swimming. Swimmers at this level may compete in local swim meets at the discretion of the coach. Practice for the Bronze team swimmers is instructional in nature, and swimmers must display discipline, an adequate attention span, and cooperation with their teammates. Typical practice time is one hour, three days a week.

Silver: Silver Team swimmers continue to improve stroke and turn technique. These swimmers begin to increase endurance and develop goal setting & planning skills. This program continues to be largely instructional, with dry land conditioning. Silver Team swimmers frequently achieve championship time standards and may travel to State Championships for which they qualify. Typical practice time is up to an hour and a half, three days a week.

Gold: Perfecting performance and training for championship meets is the major agenda for swimmers at this level. At this level swimmers are introduced to advanced swimming theory, sophisticated training techniques, and racing strategy. Dry land conditioning is performed daily. Goal setting and self-motivation are major topics. Motivated athletes may achieve the time standards for state and regional championships. Typical practices are one and a half to two hours long, 3-4 days a week.

Senior: Swimmers are generally 13 or older, and may only attend two-a-day practices with the coach's approval. Motivated athletes may achieve the time standards for Region XII Sectionals, Western Zone Championships or Junior Nationals. Typical practices are two to two and half hours long with up to eight practices available during the week.

Kachemak Swim Club Discipline Policy

A. Swimmer Code of Conduct

Membership in Kachemak Swim Club is a privilege and swimmers are expected to demonstrate leadership and behavior that furthers the KSC Swimmer Code of Conduct. This mandates that the individual swimmer is to be a credit to his/her team and a friend to her/his teammates, come to practice on time and complete workouts without horseplay or the harassment of other team members in the pool or locker room. The KSC Swimmer Code of Conduct will be reviewed and signed by all KSC swimmers and kept on file in the KSC team room.

KSC swimmers shall at all times:

1. Be courteous and respectful to all individuals.
2. Follow the directions and rules of coaching staff.
3. Refrain from the use of alcohol, tobacco or drugs.
4. Obey pool safety rules, including but not limited to the following:
 - a. No running on deck or in the locker rooms.
 - b. Shower before entering the pool.
 - c. No diving except where permitted and in the manner permitted.
 - d. No unruly or disruptive behavior, such as; pushing, shoving, yelling on deck or in the locker rooms.
 - e. No towel snapping or hitting.
 - f. No fighting.
 - g. No verbal abuse or swearing (including name-calling).
5. Respect the belongings or others.
6. Comply with the requirements of the team, including wearing a complete team uniform which includes team swimsuit, team cap and goggles when directed by the Head Coach at all team events.

Disciplinary Actions and Coach Responsibility

Team practice is a group activity and it is important that the coach's time is not occupied with disruptive or insubordinate behavior. Reasons which would result in disciplinary action are defined as activity expressly forbidden in the Code of Conduct and generally include disrespect to coaches, disrespect to teammates, disrespect to pool staff or officials, disrespect to parents, disrupting practice, or destruction of pool property. Disciplinary actions will follow a specified course of action.

1. First Offense: A verbal reprimand and restorative action by the swimmer (i.e. apology to victim, repair of damage, and/or expulsion from that day's activity for the remainder of the day.
2. Second Offense: Suspension from the team and all club activities for 7 days from the time of the offense.
3. Third Offense: Suspension from the team and all club activities for 30 days from the time of the offense.
4. Fourth Offense: Suspension from the team and all club activities for the remainder of the season.

The swim season is usually defined as September 1 to August 15 of the following year.

Coaches shall be responsible for disciplinary action. Discipline shall be handled on an individual basis, with minor infractions requiring a verbal warning or time-out before an official First Offense and more serious infractions requiring immediate suspension. Coach discretion will determine if a verbal warning becomes a verbal reprimand or First Offense. Parental notification will happen if the reprimand then results in the expulsion from the team activity. Written documentation by the coach or any KSC member of any incident which requires disciplinary action is required. After verbal notification, the coach implementing the action against the swimmer shall submit a written report describing the nature of the violation or misconduct and the action taken against the swimmer, to the swimmer, the parent or legal guardian of the swimmer, and filed in the Incident Report Book. Incident Report Forms and an Incident Report Book will be maintained in the Board of Directors' file cabinet and reviewed monthly, or as needed by the Board of Directors.

KSC Parent Volunteer Commitment

As a non-profit organization, we are very dependent upon the support of the community, business organizations, and especially you, the parents. We are very lucky to have a talented and diverse membership, and there are many ways that people can put their individual interests and expertise to work for our program. Everyone has something to offer, and we appreciate your commitment.

Please let us know where your contribution and energy will be most helpful in maintaining a quality swim program for our kids. We are a parent driven organization. Each family is expected to contribute in some way, so please help us ensure that your volunteer time is an enjoyable experience.

Complete the parent agreement form on the back of this page and submit it with your swimmer's registration packet. One form per family is required. Make sure to include your name on this form, as the forms are separated from the registration packets and the data may not be transferred.

For all swimmers who have been on the team at the Bronze , Silver, Gold or Senior levels for more than 2 months have a \$100.00 volunteer requirement. Volunteer contributions will be assessed and credited toward the overall volunteer amount. Most activities are credited at \$25.00 per event, requiring families to contribute at least four times to the volunteer efforts for the club.

To ensure your volunteer efforts are properly recorded it will be the families responsibility to e-mail or contact the designated board member, treasurer or volunteer coordinator regarding the volunteer activity you participated in and also the time spent at the activity.

Thank you so much!
KSC needs you!

IMPORTANT SWIM-A-THON INFORMATION

In the spring, KSC sponsors the annual Swim-A-Thon, which is the most important fundraiser for the swim club. US Swim teams across the nation host this event, and 5% of the money raised goes directly to the national organization. KSC has one of the lowest amounts for financial obligation, at \$100 per swimmer. Some clubs require up to \$350.

The actual night of Swim-A-Thon is a grand club event. Festive music and great team spirit prevail as the swimmers strive to swim the most lengths, up to 200, that they can. Younger member's goals are modest, with most of the levels swimming from 100 to 200 lengths. Pledges from sponsors are by lump sum, or the number of lengths attained. A huge buffet of pizza, subs, fruit, dessert and other treats await the swimmers.

Individual prizes are offered each year to those who raise the most money for the club. Prizes such as skateboard scooters, CD players and gift certificates were some of the incentives offered in the past.

Although there is a Swim-A-Thon make-up event each year, nothing compares to the swimmer being a part of the actual festivities and participating in the team spirit the night of Swim-A-Thon.

All swimmers who have been members of the club for 2 months during the school year are required to participate in this fundraiser, with the minimum amount raised per swimmer. Even if your child decides not to swim later in the year, and the swimmer has participated at least 2 months, they will be subject to this requirement. When participation does not occur, the swimmer's account will be billed for the \$100 participation requirement.

Swim-A-Thon is challenging, fun, team building experience. It provides travel assistance for the team as well as monies for scholarships, equipment and the club's general fund. We hope your swimmer will take the challenge to get pledges and swim hard to support KSC.

Kachemak Swim Club

Swimmer Code of Conduct

I shall conduct myself, at all times, in such a manner that I will be seen as a credit to my team and a friend to my teammates.

I shall come to practice on time and complete my workouts without horseplay or the harassment of other team members in the pool or locker room.

KSC SWIMMERS SHALL AT ALL TIMES:

1. Be courteous and respectful of all individuals.
2. Follow the rules and directions of the coaching staff.
3. Refrain from using tobacco, alcohol or drugs.
4. Obey all pool safety rules, including but not limited to the following:
 - a. No running on deck or in the locker rooms
 - b. Showering before entering the pool
 - c. No diving except where permitted and in the manner permitted.
 - d. No unruly or disruptive behavior such as: pushing, shoving, yelling on deck or in the locker rooms.
 - e. No towel slapping or hitting
 - f. No fighting
 - g. No swearing or verbal abuse including name calling
5. Respect the belongings of others
6. Comply with the requirements of the team, including wearing a complete team uniform which includes team swimsuit, team cap and goggles when directed by the Head Coach at all team events.

Kachemak Swim Club

Photo Release Form

During the year, KSC may be taking photos of members participating in KSC projects and events. These photos are used in the KSC newsletters, brochures, bulletin board and press releases. KSC will at times video members as they participate in KSC activities.

Please complete the form below to grant permission to include your child's name and photo in KSC publications and videos.

Oftentimes, reporters and photographers from local newspapers visit KSC activities. Although KSC works with them, KSC is not responsible for photographs taken and used by these papers. If you have questions, please contact a member of the Kachemak Swim Club Board of Directors.

Parents please initial the following:

I have reviewed, understand and agree to fulfill the parent volunteer commitment requirement: _____

I have reviewed, understand and agree to fulfill the Swim-A-Thon fundraising commitment: _____
(Dolphins Excluded)

I have reviewed, understand and agree to support the Swimmer Code of Conduct, and club discipline policy: _____

Swimmer Code of Conduct: p.9

My child has read and understands that any willful violation of the Swimmer Code of Conduct may result in the notifications of his/her parents and his/her suspension or dismissal from the team as detailed in the discipline policy.

Swimmer's

Signature: _____ Date: _____

Photo Release Form: p9

PLEASE CHECK ONE:

_____ I grant permission for my child's name and/or picture to be used in KSC publications and videos.

_____ I do not grant permission for my child's name and/or picture to be used in KSC publications and videos.

Signature: _____ Date: _____

KSC Volunteer Form

Please, check at least one of the groups listed below that you are interested in helping. The leader of that group will contact you with volunteer opportunities.

Swimmer Name: _____

Parent of Guardian Name: _____

Contact Information _____

_____ **Meet Committee:** These volunteers assist in the coordination and operation of swim meets. Jobs may include: Time keepers, Score keepers, Awards people, concessions, clean-up...

_____ **Fundraising:** These volunteers work on developing fundraising opportunities for KSC, which may include: soliciting advertising, organizing gamin and raffle activities, as well as brainstorming new ideas for fundraisers.

_____ **Swim-a-Thon:** These volunteers help organize out biggest fundraising event of the year Swim-a-Thon. Duties may include, ordering prizes, decorating bulletin boards, tallying pledges and helping with the over all organizing of the event.

_____ **Hospitality:** These volunteers assist in providing and organizing food and refreshments for KSC events to include: banquets, swim meets, team parties....

_____ **Public Relations:** These volunteers assist in publicizing KSC as a club as well as the events we host. Specific duties may include: monthly e-newsletters, updating the KSC bulletin board, advertising in local newspapers, and attending local activity fairs on behalf of KSC.

_____ **Spirit Committee:** These volunteers assist and support our fabulous coaches in planning parties and activities for our swimmers. They may help with baking cupcakes, taking pictures, decorating for parties and helping with awards for various club activities.

***Other volunteer ideas: we would love to hear your thoughts on other volunteer opportunities**

WAIVER/RELEASE OF LIABILITY

*PLEASE READ CAREFULLY BEFORE SIGNING.
THIS IS A RELEASE OF LIABILITY AND WAIVER OF CERTAIN LEGAL RIGHTS.*

I, the undersigned participant and parent/guardian request voluntary participation for a minor to participate in the events, which are hereinafter referred to as the “activities” sponsored by the Kachemak Swim Club.

I consent to my/minor’s participation in the activities and acknowledge that the minor and I fully understand my/minor’s participation may involve risk of serious injury or death, including losses which may result not only from my/minor’s own actions, inactions or negligence, but also from the actions, inactions, or negligence of others, the condition of the facilities, equipment, or areas where the event or activity is being conducted, and/or the rules of play of this type of event or activity. I understand that if I have any risk concerns, I should discuss the risks associated with my participation with the activity coordinators and event staff, before I sign this document and before any activities begins.

Release – Minor’s Rights:

In consideration of allowing Minor Participant to participate in the activities, I hereby release and hold harmless the Kachemak Swim Club, the coaches and their members of its board of directors, officers, employees, volunteers, other participants, and agents (collectively, the “Released Parties”), of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that Minor Participant may have or sustain with respect to any and all damage and/or injury, of any type, arising out of his or her participating in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

(Print name of minor)

(Signature of minor)

(Date)

Release- Parents’/Guardians’ Rights:

In consideration of allowing Minor Participant to participate in this event, I hereby release and hold harmless the Released Parties, of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that I may have or sustain with respect to any and all damage and/or injury, of any type, arising from Minor Participant’s participation in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

I certify that my/minor is in good health and have no physical condition that would prevent participation in this activity. Furthermore, I agree to use my/minor’s personal medical insurance as a primary medical coverage payment if accident or injury occurs. I consent to emergency medical treatment in the even such care is required.

(Print name of Parent/Guardian)

(Signature of parent/guardian)

(Date)

Indemnification by Parent/Guardian:

The undersigned parent/guardian further agrees to indemnify, save and hold harmless the Released Parties from any and all claims, demands, losses, damages and liabilities for indemnities, contribution or otherwise with respect to any damage and/or injury, of any type, arising from Minor Participant’s participation in the activities. The undersigned also agrees that this Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement extends to all acts of negligence by the Releasee and is intended to be as broad and inclusive as is permitted by the laws of the State in which the Event(s) is/are conducted and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Print name of Parent/Guardian)

(Signature of parent/guardian)

(Date)