



# ANAHEIM AQUATICS ASSOCIATION SWIM TEAM INFORMATION PACKET



*(Important information please read)*

Anaheim Aquatics Association (AAA) is a year round swim team for children from five through eighteen years, which provides an opportunity for youth participation in competitive swimming for the entire city of Anaheim. AAA is a charitable, non-profit corporation, which provides a competitive swimming program under contract with the City of Anaheim Parks and Recreation Department. Workouts are held at Savanna and Canyon High Schools Monday through Friday year round. Swimmers participate in regularly scheduled competitive swimming meets. Swimming meets sanctioned by United States Swimming (USS) are held throughout the year. Dual meets are held within the Orange County Swim Conference (OCSC) during both the summer swim season and the winter swim season.

An elected board of directors consisting of volunteers guides AAA. Parents, relatives, friends and involved citizens donate their time and efforts to perform the work necessary to make this a vital and successful athletic program. AAA is entirely self-supporting. Monetary dues are set at the lowest level possible to allow participation throughout the community. Operating revenues are supplemented by fundraising activities and donations. (Since AAA is a charitable organization under the Internal Revenue Service, all donations are fully deductible as charitable deductions).

AAA provides a valuable and important service to the community. It supplies a wholesome athletic activity, which promotes healthy physical development and growth. Team members are surrounded with a positive and constructive atmosphere necessary to encourage and enhance the development of mental and emotional maturity. AAA provides a positive outlet and involvement for children in a secure environment. Swimming teaches self-discipline and sportsmanship. It builds self-esteem and fitness and provides lifelong friendships and more.

The following information is offered to help new swimmers and their family members understand the requirements and rules of AAA and how the team functions. It is important to remember that this team was established and continues to function solely for the benefit of its swimmers.

The only prerequisites for a child to qualify to become a Team AAA member are the child to be able to swim one twenty-five yard lap of freestyle safely and be willing and able to follow coach's instructions. This will qualify the child to enter the beginning workout group, unless the child exhibits greater proficiency. Beginning swimmers are not required to be proficient in all four strokes: freestyle, backstroke, breaststroke and butterfly. It is advisable that swimmers be familiar with all four strokes since all will be used in the workout sessions.

**AAA does not provide swimming lessons,** Coaches provide planned workouts designed to increase speed and stamina and to improve stroke efficiency through repetition and remedial activity. Coaching staff may recommend stroke lessons when appropriate.

Every new swimmer may initially swim five consecutive days for before deciding whether to become a member of the AAA swim team. Before entering the water to swim, AAA must have all paperwork submitted along with payment for that session. Any swimmers deciding not to join the team after the 5 day trial will have their funds returned to them. Every new swimmer will also have to register with United States Swimming, forms can be obtained from the pool rep when joining and must be turned in on the first day of tryouts. This is strictly enforced since USS only provides the necessary required insurance to those swimmers who are registered with the organization. The cost for USS registration is \$28.00 for the summer season (April through August, blue form), or \$55.00 for the full year. A registration card will be mailed to AAA with the swimmer's identification numbers and then the swimmer will be given the card.

Scheduled workouts are held Monday through Friday year round, with exceptions for major holidays and electrical storms. Although all swimmers are encouraged to participate in all scheduled workout sessions, it is not a requirement that a child swim each and every day, depending on their level and group they swim in. It is sometimes difficult to ensure that swimmers make all sessions, but it is a proven fact that swimmers will improve much faster and experience greater success if they participate in workouts on a regular basis. It should be understood that coaches design their workouts to have a cumulative effect over a period of time, so that workout schedules are interdependent and are progressively related. If a swimmer misses more than an occasional workout session, that swimmer may not receive full benefit of the designed workouts.

## **DUES STRUCTURE**

### QUARTELY DUES

**Groups:**

White (Novice)	\$225 Quarterly
Red (Intermediate)	\$255 Quarterly
Blue (Advanced)	\$270 Quarterly

Dues are due and payable on the first day of each month. Monies not received by the twelve of the month are considered late and past due. A \$10 late fee is assessed and is to be included with all late payments. A \$15 fee will be assessed on all returned checks. After the initial try-out month, dues will not be prorated. If a swimmer swims even one day during a month, dues must be paid for that month.

**PLEASE MAIL CHECKS DIRECTLY TO:**

**TEAM AAA  
PO BOX 17457  
Anaheim Hills, CA 92817-7457**

Do not attempt to give checks to a coach, pool rep., or board member. After the first month of membership, dues must be mailed directly to the above address. Make your check payable to AAA, PLEASE DO NOT SEND CASH. Team AAA must meet its financial obligations to pay its coaching staff, employee taxes and benefits, pay for equipment, insurance, and various other expenses. AAA has always made an effort to keep dues low to allow accessibility to as many children as possible. It is therefore essential that dues and other financial obligations be paid promptly when due. If your account is delinquent two months, your child will not be allowed to workout.

## **SWIM MEETS**

United States Swimming (USS): USS is a national organization, which promotes competitive swimming throughout the United States. USS sanctioned swim meets are held throughout the year. Most meets are on weekends and events are scheduled on both Saturday and Sunday. USS meets are much bigger than dual meets and draw from a large area. These meets comprise individual events and relays. Swimmers may pre-register for events on either or both days of a USS meet. Parents are responsible for entering their swimmer in USS meets. Payments of entry and event fees are the responsibility of the swimmer. Information fliers and entry forms for USS meets will be made available at each pool. USS meets may be restricted to certain ability levels. It is important to read information fliers carefully for minimum and maximum qualifying times, entry due dates, start times and other important information.

Junior Olympics (JO's): USS hosts a JO's meet at the end of both the Summer and Winter Seasons. JO's draw swimmers from an area which extends from San Luis Obispo in the North to Orange County in the South and to parts of Nevada in the East. Only swimmers who have achieved certain minimum times in events in USS sanctioned meets qualify to swim in JO's. Participation in JO's is very exciting and represents the culmination of great effort and dedication by swimmers and coaches.

Orange County Swim Conference (OCSC): AAA participates in the OCSC, which provides dual meet competition for swim teams within Orange County. Dual meets are fun for the swimmers and provide important experiences for improvement. There are two OCSC seasons during the year: the summer season and the winter season. All swimmers swim in OCSC during the summer season. The OCSC winter dual meet season is dedicated to concentrating on improving the abilities of developing swimmers. Therefore, during the winter season only swimmers with times slower than the AA Time standards may compete. There is also an OCSC Championship meet at the end of each season. At the end of the summer season OCSC finals are held, which involves the fastest, qualifying swimmers from all OCSC divisions throughout Orange County. The fee for each swimmer charged by OCSC is \$20 per swimmer for each season. All AAA swimmers who are qualified to swim in dual meets must be registered with OCSC.

All AAA swimmers are expected to participate in as many swim meets as possible. Swim meets are fun and enjoyable and represent the underlying motivation for swimmers working out. They are absolutely essential for improvement and progression of a swimmer's abilities. Very simply, a swimmer will not adequately improve nor meet his or her potential without participating in competitive swim meets. It is very important for swimmers to adequately warm up before swimming in a swim meet.

Proper warm-up helps prevent muscle injury and allows for peak performance. AAA swimmers should warm-up together. They should arrive at USS meets early and be ready to warm-up at the established time, unless AAA has been assigned a different warm-up time. A swimmer who arrives late may not have a coach available to provide a warm-up routine and therefore may not be able to adequately warm up.

When swimmers arrive at a swim meet they should first check in with the meet secretary which is usually located at tables just off the pool deck. Secondly they should check in with their coach on directions about warm ups and thirdly, find the area where the AAA swimmers will be located. All AAA swimmers must sit together in the area occupied by AAA throughout the meet. This is very important. Not only does it make it more fun for the swimmers and promote team spirit, but also it is necessary to enable the location of individual swimmers. It is often necessary during the meet for a coach to talk to a swimmer and for the swimmers to be located to form relays. It is extremely difficult to do so if AAA swimmers are spread throughout the pool grounds. It also provides for added security for AAA swimmers since AAA swimmers and parents tend to look out for one another. An important word of caution: swim meets provide a positive fun activity for children and most venues provide a relatively safe environment. However, as with any youth activity, there is always the possibility that undesirable persons may be drawn by the presence of children. Therefore, it is very important that swimmers sit together and not leave the swimming pool area alone. It is essential that younger children be accompanied whenever they leave the AAA area.

AAA has purchased various tarps and sun shades which will often be erected at meets, especially during warm weather. These are intended for the use of AAA swimmers, not for parents and other relatives and friends. If there is adequate space available for swimmers, then family and friends are certainly welcome, and encouraged to use the shelters provided. It is important to keep swimmers warm (not hot) and out of the sun. Direct sunlight has the effect of draining the energy out of a swimmer. It is also important for swimmers to reserve their energy for their upcoming events. Physical activity should be kept to a low level while swimmers are awaiting their events. Have swimmers bring books and games to encourage passive activity.

Swim meets often run at an uneven pace. Events seem to sometimes run in spurts. Officials will often combine events in an effort to expedite a meet. Swimmers need to be aware of what events they are swimming and where those events are located in the schedule of events. It is heartbreaking for swimmer to miss an event (and will likely get them into hot water with a coach). Swimmers must keep track of the flow of the meet to ensure they are prepared to swim when their events occur. Parents of younger swimmers are responsible for ensuring they make their events.

It is important for each swimmer to contact a coach before each event. A coach may have important instructions or words of encouragement for the swimmer. After the swimmer completes the event, it is important for the swimmer to return and talk to the coach again. Coaches will usually have constructive comments relating to the swimmer's performance in that event. Also, after each event, a swimmer should always ask the timer to tell the swimmer the time achieved in the event. Official times will be posted at the meet location as they are processed. These times should be recorded in the swimmers time book to chart the swimmers progress.

Final meet results will be forwarded to AAA after each meet. It is important for parents to provide positive encouragement to their swimmers and not to put undue pressure on them. Swimmers' times and meet forms maybe found on our website.

## **PARENTAL INVOLVEMENT AT SWIM MEETS**

Whether AAA hosts swims meet or are the guest of another team, AAA always has duties to fulfill in the running of the meet. Where we are the guests, AAA will always have lane timing assignments. Depending on the type of meet, there may also be other duties assigned. If AAA is hosting a meet, there are always a large number of jobs to do, from the initial set-up to final clean up.

AAA attempts to host on the average four USS sanctioned meets per year and may also host OCSC Championships. Hosting meets is an important fundraising activity for AAA and helps keep the dues at the lowest level possible. All parents are needed and required to contribute a portion of their time to assist in running the meets which AAA hosts. There will be assignments for working meets available from your pool rep. AAA swimmers and parents have an obligation to assist to ensure that meets run as efficiently and safely as possible. Parents are encouraged to take an active part at meets. Please always keep the pool deck area clean and require AAA swimmers to conduct themselves safely and be considerate of others.

## **VOLUNTEER SERVICE VERSUS MONETARY CONTRIBUTION**

AAA is a parent run organization and as such, it's critical that we all become involved. This is especially important when we host a USS Meet. It takes a lot of work to host a meet and have it run smoothly. The hosted meets are a major fundraiser for the team and they help keep the dues at the lowest possible level. Your help in "working the meet" is the most important part of all.

Since this is such an important part of being on the team, AAA rules require that each family of a AAA swimmer be responsible for contributing a minimum of 2 four hour shifts per meet, either two am shifts, two pm shifts or one of each.

If you find it difficult to donate the required time, AAA will accept a \$50 opt out option per shift which is offered in lieu of the required service hours. ***It is emphasized that AAA would much rather have the volunteer hours dedicated to the Team than the money.***

It is also necessary that parents of each swimmer take turns timing at swim meets that are hosted by other teams. Parents seeking exceptions can put their request in writing in advance.

## **CONDUCT DURING WORKOUT**

It is extremely important that swimmers arrive at the pool at the scheduled workout start time. Coaches design their workouts to begin with an organized warm-up. Late arriving swimmers who missed the warm-up instructions disrupt the coach's ability to conduct the workout. They also may improperly warm up and not receive the full benefit of the workout.

Swimmers who need to leave early or have a problem of which the coach needs to be informed must contact the coach before the workout begins. Parents should not attempt to talk to a coach during workout. Discussions with coaches should be held before or after workout. Parents should not attempt to talk to or instruct their swimmers during workout. Communicating with a swimmer while the workout is in progress can be disruptive. Hanging on lane lines and excessive talking will not be tolerated. For safety reasons, no diving is allowed. Swimmers must enter the water feet first.

Swimmers must be accompanied to, and picked up from, the pool deck entrance by a parent or other responsible adult. Swimmers may not leave the pool deck area after completing workout until a parent or responsible adult arrives at the pool entrance.

**Swimmers must be accompanied by an adult when leaving the pool facility to go to the bathroom.** Children who are not participating in the workout may *not* be left unattended on the pool deck. AAA coaches and parents are not baby-sitters.

## **SAFETY**

Maintaining a safe and secure environment for swimmers is a predominant concern of AAA. Reasonable rules and regulations have been established to promote safety. A copy of AAA safety rules will be provided for each swimmer. Failure to comply with these rules may result in a swimmer being suspended or even terminated from AAA. No unsafe conduct will be tolerated! Parents or guardians must discuss the safety rules with their swimmer and sign and acknowledge that the swimmer understands the rules and return the signed acknowledgment to AAA. Please carefully review the safety rules with your swimmer to ensure that the swimmer thoroughly understands them. One of the most important safety rules is that of walking the swimmer to the pool deck at the start of workout and picking them up there when workout is over. We can not allow children to be dropped off and picked up in the parking lot because the pools are considerable distance from the parking lots and the swimmers cannot be seen by supervising adults while walking.

Parents must pick their swimmers up immediately after workout. Do not expect our coaches to babysit children when workout is over. They often have appointments, classes or other commitments immediately after workout and staying even an additional ten minutes creates a hardship for them. Therefore, a parent late in picking up their swimmer could be charged \$1 for each minute late. This fee should be paid directly to the coach left supervising the swimmer. Please check with coaches' daily, so you know exactly what time the swimmer's workout finishes.

## **BASIC EQUIPMENT**

The basic equipment required for each swimmer: swimsuit, goggles, swim cap, towel, and (if required by the coach) hand paddles, swim fins, and swim chutes. Kickboards and pull buoys may be provided at some pool locations. Optional equipment, which is not required, but may be very useful: sweatshirt, team shirts, team swimsuit, and team parka. Equipment order forms are available from your pool rep. and on our website.

## **ORGANIZATIONAL STRUCTURE**

Many swim teams are owned and operated by an individual or group of individuals with a profit motive. Team AAA is a non-profit, parent-run organization, managed by an elected board of directors pursuant to the authority provided in the Articles of Incorporation and the Bylaws of AAA. The board members' term runs for one year, which starts on September 1, and runs through August 31, of the following year. Elections for the board positions are held each year in August. Anyone with a child on AAA and in good standing with the Team may run for any of the board positions. The elected positions for the AAA Board of Directors are: PRESIDENT, FIRST VICE-PRESIDENT (U.S.S. and O.C.S.C. representative), SECOND VICE-PRESIDENTS (one representative from each pool), TREASURER, and SECRETARY

There are also appointed positions and committees, which perform important and essential functions to ensure the continued successful existence of AAA. Snack bar, meet manager, equipment, event planning, fundraising, and other positions require the energetic efforts of those having swimmers on the team.

## **INFORMATION DISTRIBUTION**

Parent meetings are held as needed throughout the year. They are usually held on-deck at each pool location during workout. Every parent is strongly encouraged to attend these meetings to receive information on upcoming events, swim meets, projects, and to participate in formulating policies and making decisions regarding the running of AAA. A notice of future meetings will be posted in advance on the bulletin board at each pool.

Swimmers and parents or guardians should read the notices posted on the bulletin board provided at each pool. Important information and notice of upcoming events will generally be posted. Also, each swimmer is provided a file folder, which is kept in a file basket at each pool. The file basket will be made available on deck during each workout session. Please make sure that your child's folder is checked daily. Important information pertaining to your child and AAA maybe placed in the folder from the coaches, the board, or various committees.

Check the website frequently for the latest announcements and to check last-minute workout schedule changes. We also send out notices by E-mail. Ensure we have your correct E-mail address.

**Anaheim Aquatics website:** <http://www.anaheimaquatics.org>  
Kenny Russell (714) 261-8831 or [kenny@anaheimaquatics.org](mailto:kenny@anaheimaquatics.org)