

Blue Wave Swim Team Handbook

Welcome to the Blue Wave (BWST) Swim Team! Our organization is committed to excellence in competitive and recreational aquatics. By joining our team you are embarking on a journey of self-improvement, enjoyment, success and building powerful skills needed for accomplishing any goal in life. This handbook contains valuable information for both swimmers and parents. Families are responsible for reading all of the information provided.

Contents

Mission Statement.....	2
Vision.....	2
Team Structure and Organization	2
Training Programs.....	3
Training Groups	3
Practice Expectations	6
Practice Locations	7
Goals	7
Parental Involvement	7
Code of Conduct	8
Discipline Policy	8
Practice.....	8
Competitions	8
Team Functions.....	8
Bullying Policy	9
Parent Volunteer Program.....	10
Parent Advisory Board.....	11
Registration Fees.....	11
Termination of Participation	12
High School Swimmers	13
Team Communication.....	13

Mission Statement

The mission of the Blue Wave Swim Team is to develop the highest level of personal excellence as a swimmer, individual, and community member by encouraging the healthy individual growth of mind, body and spirit through competitive swimming.

Vision

To provide a competitive program committed to:

1. Providing athletes with superior training in a fun, positive and competitive atmosphere.
2. Adhering to the core YMCA values of caring, honesty, responsibility and respect.
3. Developing the values of good sportsmanship, teamwork, goal-setting.
4. Developing life-long skills which can be used to enrich the quality of the athlete's spiritual, social, mental and physical well being.

Team Structure and Organization

The Blue Wave Swim Team is a program of the Vivion Road Family Y of Greater Kansas City. The Y is a not-for-profit, tax exempt, 501(c) (3) organization and our program complies with the rules and regulation set forth by the Y national governing body.

The Head Coach directs and manages the program. The Head Coach is responsible for administration, coaches training, season planning and club development and works closely with the Vivion Road Y Aquatics Director and the Blue Wave Parent Advisory Board.

The Parent Advisory Board is made up of committees, each headed by a Committee Chair. The job of the Board is to provide administrative, financial, and general support including coordinating and staffing Blue Wave sponsored events, fundraising for the team, providing input and support to the coaching staff, fund raising, purchasing of equipment, team development and other activities that are necessary to run the team.

Upon registration, our athletes have a unique opportunity to be a part of three outstanding regional and national governing bodies of our sport, the Y, Missouri Valley Swimming, Inc. (MVS) and United States Swimming, Inc. (USAS). By being members of all, we can participate in various meets and events that cater to all of the needs of our swimmers.

The Y circuit provides excellent opportunities for beginners with small ½ day dual meets, as well as district, state and national competitions. USAS & MVS meets and events are usually longer, multi-day competitions. They offer more swimming events and opportunities and usually have more participants involved. This circuit provides our athletes opportunities to participate in local, regional, state, sectional, zone, national and international meets.

The athletes and their families are an important constituent of the Blue Wave Swim Team. They are the sole reason for our existence. While each of the athletes and their families have their own reasons and goals for being part of the team, their actions must coincide with the mission and vision of the swim team program to ensure the success for all of our participants.

Senior Levels (13 & Up):

Senior 2: The Senior 2 Practice Group is the first senior training group for the Blue Wave Swim Team. The Senior 2 squad is a transitional training group from the Gold squad to the Senior 1 squad. All swimmers must be at least 13 years of age. They are encouraged to attend six out of ten practices per week throughout the year. Swimmers will compete in USA Swimming Invitational Swim meets, in addition to expected attendance at Division II and Division I championship meets for those who qualify.

Senior Levels must pick one timeslot: 3:30 or 4pm. High school must attend 3:30 timeslot

Senior 2

Monday-Friday	3:30-5:30 pm or 4:00-6:00 pm	In Water
Wednesday	5:15-6:30 am	In Water
Saturday	7:00-9:00 am	In Water
Sunday	2:00-4:00 pm	In Water

To be considered for advancement to the Senior 1 squad a swimmer must be among the top performers in practice on a daily basis and able to train at an aerobic interval of 1:20 per 100 for a distance above 1,000 yards. Attendance of above 65% is also required.

Senior 1: The Senior 1 group is a preparatory for entry into the National Training group. Ten practices will be offered. Swimmers in the group will also be able to compete on a Y National and/or Sectional level for those who qualify. Swimmers are encourage to attend 7-9 practices per week. Attendance of above 65% for a 2 month consecutive time period is required. If a 2 month period of below 65% is maintained swimmer may be moved down to Senior 2.

Senior Levels must pick one timeslot: 3:30 or 4pm. High school must attend 3:30 timeslot.

Senior 1

Monday-Friday	3:30-5:30 pm or 4:00-6:00 pm	In Water
Tuesday, Wednesday, Thursday	5:15-6:30 am	In Water
Saturday	7:00-9:00 am	In Water
Sunday	2:00-4:00 pm	In Water

National: The National training group is for athletes who possess the ability, commitment, motivation, and dedication to truly be the very best they can be. Training will be at an elite level with a year round focus. Mental training, nutrition, and dry land will be important parts of the National group. In order to be in the National group, a swimmer must have at least one Sectional cut and be invited by the head coach.

Senior Level Dry Land Program: will be outlined by the Head Coach at the beginning of short course season.

Monday – Friday	3:30-5:30 pm	In Water
Tuesday, Wednesday, Thursday	5:15-6:30 am	In Water
Saturday	7:00-9:00 am	In Water
Sunday	2:00-4:00 pm	In Water

All group placement decisions are made by the coaching staff and are in the best interest of the swimmer and their development. All group promotions are done with consideration of the swimmers past history of times, work ethic, commitment and maturity.

Practice Expectations

- **Be respectful to your teammates, coaches, facility staff and other parents.**
We practice to improve. We strive to help our athlete's improve physically and mentally in a challenging and fun atmosphere. However, our staff wants to remind all participants that a big part of having fun is finding success. If there is excessive horseplay or rambunctious behavior it prevents others from learning and improving. Please refer to Discipline Policy section for more information.
- **Keep your practices consistent.**
Practices are available 3-10 times during the week with times varying depending on the group. Please see group guidelines and requirements in the Practice Group section. In order to improve athletes' skills and stamina, consistency in attending practices is important. While some swimmers might gain results in the short-term, sporadic attendance will hinder long-term growth and improvement. Consistent practice attendance is very important especially for the competitive swimmer. Progressing as a group will also make the practices more efficient and enjoyable for all participants. See Group Guidelines for specific group recommendations on frequency of practice.
- **Be on time.**
Athletes should arrive about 10 minutes before the practice session begins so they can start on time. This means that before the practice start time, they should have their equipment ready, their suits, caps, and goggles on, and ready to commence warm-up per the coach's instructions. If you are going to be more than 15 minutes late, it is recommended that you contact your swimmer's coach to inform him or her of any scheduling issues. If you are late, ask the coach what the warm-up set is and then join the practice.
- **Always give your best effort.**
Practices will be challenging. Some will be challenging physically and some mentally. Sometimes the athlete will be asked to go fast and sometimes slow and purposeful. All participants need to listen carefully and try their best to follow instructions. Athletes in practice should constantly strive to improve technique, mental toughness, physical fitness and team camaraderie. By gaining confidence and expanding their comfort zone, they will improve on all fronts. Each athlete will improve at a different rate so our staff insists all athletes and parents only worry about what they can control. Work hard, work smart and don't worry about anyone else's goals or progress.
- **All contact with coaches should be after practice.**
The coaches are expected to pay 100% of their attention to the athletes during a practice. The coaches are responsible for the athletes' safety, developing and conducting the workout, maintaining organization and discipline, while continuing to motivate the athlete. During this premium time, parents are not permitted on deck or to engage with the coach during practice. Please permit the coaches the authority to properly execute their duties. Coaches can be contacted via their emails which are listed on the team website or possibly after the final practice of the day. Remember, seven different overlapping practices are occurring almost every day so just because your child's practice is over the coaches may still be coaching other age groups.
- **Be respectful to others.**
In and out of the pool, swim team members should always demonstrate good sportsmanship and manners. In the pool, coach(es) will have specific guidelines for each group. Here are some lane etiquette tips to keep in mind:
 1. When circle swimming stay on your side of the lane.
 2. Help make room for everyone's equipment at the end of the pool.
 3. If your feet are touched, then at the next wall, move over and let them pass.
 4. Never push off the wall right in front of another swimmer.
 5. Bring your own water bottle. (Sharing could promote the spread of illnesses)
 6. Be encouraging. Never ask someone to swim slow because you don't want to go faster.
- **Be respectful of our and others' facilities.**
We practice at facilities that are used by individuals than our swim team. Please leave locker rooms clean, pick up your belongings, put all equipment away and pick up any trash before leaving any facility we use.

Practice Locations

Vivion Road Y, 1101 NE 47th St, Kansas City, MO 64116. Enter through main doors and continue straight to the locker rooms. Please observe all rules in the locker rooms! All personal items left in the locker rooms should be securely placed in a locker with a lock.

Goals

Independent of the athlete's level, each athlete is expected to determine their goals and strive towards attaining them. Typically, at the beginning of each season, the coaches will take some time to discuss goals with the individual athletes. This is an important life lesson as these goals can relate to things other than swimming later in life. Please, let the coach discuss these with the swimmers because we want the goals to be the swimmers' desire and not anyone else's. These goals should be limited to things they can work on in practice every day. Do not make goals such as "beat Suzie Swimmer in the next race." They cannot control how fast someone else races and, therefore, their success shouldn't be judged on that outcome. The coaches will help athletes throughout the season on setting and working toward their goals.

Parental Involvement

Parents are a key element in their athlete's success. Along with the coach and the athlete themselves, the parents must provide the correct ingredients. We need your help supporting the organization that brings your child this amazing opportunity. The best way to ensure your child's success is to follow the guidelines below:

Parents' key roles include:

- Encouragement of their athletes' personal progress and not their place or how fast they are compared to others. Not every race will be a best time, especially, the older they get.
- You can keep track of times, but avoid making a push for a time standard. The athlete has no control over that, only what they can actually do like streamlining or pacing. Stay relaxed at meets and try to maintain a fun and relaxing atmosphere. Swimmers almost always do their best under these circumstances. If a swimmer is always getting comments on how they need to achieve a certain time or worse, a place, they will get nervous before meets could end up performing poorly.
- Physical support, e.g. delivering them to practice on time (and meet warm ups!)
- Financial support e.g. helping pay for fees and equipment
- Encouraging a positive attitude and supportive behavior: cheering for teammates, participating in relays and being happy for the successes of all the Blue Wave swimmers. Help new parents get acclimated.
- Your number one job as a parent is 100% unconditional love and support for your athlete. No matter what, you need to be their #1 fan. Not by screaming at the top of your lungs every stroke of the way, but by encouraging them, cheering for them and providing a positive thought after the race.
- Even though you may feel it necessary, under no circumstances are you to comment on the race in any way other than something positive. You don't have to say it if you know it was a poor performance, but you can ask what their coach said. Encourage him or her to ask the coach how they can improve next time.
- Do not coach your child!! Even if you were a swimmer, please remember these things:
 - Things change and may not be the same as when you were swimming.
 - We may be working on something other than what you saw. Most kids can only handle one thing at a time when racing so we try to have them work on the skills they were performing in practice.
 - Please leave the coaching to the coaches and direct any questions about a race to the coach(es) at an appropriate time. We know you only want the very best for your child, but coaching and commenting confuses them on two issues: one, it can bring a negative connotation to the post race conversation that the race wasn't good enough for you and, two, they won't know who to listen to especially if the information is conflicting.
- Communicate! Communication can be constructive, complaining is not. If you have questions or concerns please direct them to a member of the Parent Advisory Board, Coach(es) or the Y Aquatics Director or email the team website at info@kcbluwave.com, especially, if your child is not having FUN! This is the number one reason kids quit sports. We would rather move an athlete to somewhere where he/she is having fun than to lose the athlete to the couch or video games. Complaining to other parents is the number one way to break up the team into cliques. No one enjoys being around the person who is never happy.

- Encourage your swimmer to set goals and work hard to accomplish them. This will help them later and carry over to many aspects of their lives. Swimmers need to have ownership of their goals so we all need be sure it is their goal and not the coaches or the parents' goal.

Code of Conduct

The Blue Wave Swim Team will require that all swimmers and parents sign a Code of Conduct at registration. These are the swim team's behavior guidelines. All parents, coaches, officials and athletes are expected to follow this code at all practices, meets and team functions. Both the Swimmer and the Parent Code of Conduct can be found on the team's website at www.kcbluwave.com under the Team Info tab.

Discipline Policy

Violations of the Code of Conduct will result in the following consequences:

Practice

1. After the first violation, a swimmer will be instructed to exit the pool for 5 min. A coach, when appropriate, will discuss the matter with the athlete before he/she gets back in the pool.
2. After the second violation, the swimmer will be instructed to leave practice for the day and the parent or guardian will be notified.
3. If these behaviors continue the athlete will not be allowed to participate in any more practices until the parent, athlete and coach(es) schedule a meeting together.
4. If the attitude cannot be adjusted the swimmer will be asked to stop swimming until they can control their behavior and/or may be dismissed from the team.

Competitions

1. After the first violation, the swimmer will have to meet with the coach before further competition. If they do not, they run the risk of the coach(es) scratching them from the remainder of the day or pulling them from a relay.
2. After the second, the swimmer and the parent/guardian must meet with the coach(es) before further competition. If they do not they run the risk of the coach scratching them from the remainder of the day or pulling them from a relay.
3. If the behavior doesn't stop then the coach will scratch them from the rest of the meet and they will not be allowed to participate in any more meets until the coach(es), parent/ guardian and swimmer schedule a meeting together.

Team Functions

1. After the first violation, the swimmer will have to meet with coach(es), staff member or volunteer before further participation on the activity. If they do not, they run the risk of being asked to leave or suspension of being involved with other functions.
2. After the second violation, the swimmer and the parent/guardian must meet with the coach(es) staff member or volunteer before further participation in the activity. If they do not, they run the risk of being asked to leave or suspension of being involved with other functions.
3. If the behavior doesn't stop, then the athlete will not be allowed to participate in any more team functions until the coach(es), parent/ guardian and swimmer schedule a meeting.

Note:

"Any third violation can carry a three to 14 day suspension...The Head Coach(es) and the Y Aquatics Director shall make a decision on the matter after discussing it with all parties involved. In extreme cases, permanent dismissal from the team may be imposed upon a participant by joint decision of the Head Coach(es), the Y Aquatics Director and the Y Director."

Bullying Policy

It is the goal of the Blue Wave Swim Team to provide all swimmers with a safe and positive experience at all times. We support and adhere to all USA Swimming's guidelines regarding bullying. In the event that bullying occurs on our team, the following actions will be taken:

Bullying Defined By 304.3.7 of the USA Swimming Rulebook:

For these purposes, the term "bullying" shall mean, regardless of when or where it may occur, the severe or repeated use by one or more USA Swimming members ("Members") of an oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other Member that to a reasonably objective person has the effect of: (i) causing physical or emotional harm to the other Member or damage to the other Member's property; (ii) placing the other Member in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creating a hostile environment for the other Member at any USA Swimming activity; (iv) infringing on the rights of the other Member at any USA Swimming activity; or (v) materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

Step 1: Report The Problem

- Make the situation known to one of the Coaches on deck or the Y Aquatics Director as soon as possible. Reporting in a timely manner to the incident is critical for the coaching staff to address immediately and proactively respond to the situation.

Step 2: Written Report

- A written report will be filed by a swimmer/parent or taken and filed by either the coach or the Y Aquatics Director in as much detail as possible regarding the incident.

Step 3: Gather All The Information

- A meeting will be established with the coach, the Y Aquatics Director and the accused "bully(ies)" and their parents to gather both sides of the situation.
- The accused "bully(ies)" will be asked to refrain from attending practice/swim meet/BWST event until the aforementioned meeting has occurred.

Step 4: Discipline

- We have a zero tolerance policy on bullying. Therefore disciplinary actions will be treated as a third offense according to the Blue Wave Swim Team's handbook discipline policy: "Any third violation can carry a three to 14 day suspension...The Head Coach(es) and the Y Aquatics Director shall make a decision on the matter after discussing it with all parties involved. In extreme cases, permanent dismissal from the team may be imposed upon a participant by joint decision of the Head Coach(es), the Y Aquatics Director and the Y Director."

Step 5: Appeals Committee

- If the accused "bully(ies)" feels that the situation was mishandled, they can appeal the decision to the Y Director.

False Accusations:

- If a malicious false accusation has been filed against another swimmer, the reporting athlete will be disciplined as stated in the handbook's Discipline Policy section (please note that this is distinct from a mistake or a report that has been deemed inaccurate).

Parent Volunteer Program

The parent volunteer program was developed to accomplish three major objectives:

- To benefit the swimmers by providing a best in class swim team which has access to all the necessary equipment and coaching staff that is required to run a successful team.
- To allow the Blue Wave Swim team to grow and prosper by utilizing the talents and expertise of our swim team members.
- To get more families involved in creating a positive atmosphere so that the Blue Wave swimmers can succeed.

It takes more volunteers to run a swim meet and to be a top swim program than most other sports. The Blue Wave Swim Team cannot be successful without an army of parents committed to the team success. In order for our team to meet the needs of our swimmers, it is necessary to host swim meets and for parent's to volunteer to fill the many needed roles and jobs to run the team. Either way, we need your help!

- All families are required to volunteer for each season in which they have a swimmer on the active roster. Short course season runs from September to April and Long Course runs from May to August.
- For the short course season, each family is required to volunteer 20 hours and for Long Course the requirement is 15 hours. This requirement can be filled in a variety of ways: working sessions at a team hosted swim meet, an away meet, becoming and working as an official, completing a team job on one of the Parent Advisory Committees, and/or being a Parent Advisory Board Member.
- All swim meet jobs and roles will be assigned an hour value on the website.
- All families will be required to log their volunteer hours on the swim team's website which will be administered by the Business Committee of the Parent Advisory Board.

What if my swimmer never competes?

- We still need your help! The success of all of the swimmers in this program is contingent upon the success of the entire team. Regardless of whether or not your child competes, we still are committed to providing him or her with the best instruction, facility and environment which relies heavily on the successes of the meets that we host. Volunteer hours are not optional. If your child does not like to compete and you have trouble finding it possible to complete hours, you may want to consider if the Blue Wave Swim Team is the right place for you and your swimmer.

What if I can't or don't want to volunteer?

- If you are unable to help at a meet, you can make up your sessions at the next meet. Again, call the Volunteer Coordinator! There are always pre or post meet duties that need attention. You can help with these needs before you leave or when you get back. All of which can count for some sessions.
- Use your strengths. Everyone can find something in which they are gifted. Just communicate and it will be a breeze.
- There is some flexibility and in rare cases and extenuating circumstances. This communication should be done 2-4 weeks ahead of the meet, if possible, so please plan accordingly.
- If you are too busy, we understand. The best option for you might be to look into the recreation swim classes offered through the Y aquatics program.

What if I still don't volunteer?

- Families that do not meet the volunteer commitments and do not make arrangements will be billed \$15 per service hour that has not been fulfilled.
- Please understand, that we do not want your money nor are eager to try to get money out of you for not helping, we would just prefer your assistance in executing the many jobs/tasks it takes to run a top swim program

Parent Advisory Board

The Blue Wave Parent Advisory Board (PAB) consists of seven voting members and one non-voting member in a committee structure including the YMCA Aquatics Director. The PAB whose membership includes all USA registered Blue Wave swimmers' parents, oversees many aspects of the Blue Wave swim team. The Parent Advisory Board, the Coaches and the YMCA work together to support the mission of the Blue Wave Swim Team. This advisory board provides administrative, financial, and general support including coordinating and staffing Blue Wave sponsored events, fundraising for the team, providing input and support to the coaching staff, fund raising, purchasing of equipment, team development and other activities that are necessary to run the team. To perform all the tasks, all parents need to get involved and take an active role to ensure team success.

Parent Advisory Board Positions:

- Team Communications Chair
- Finance Chair
- USA/Y Competitive Swim Team Administration
- Fundraising Chair
- Meet Director
- Team Development and Recognition Chair
- YMCA Aquatics Director
- Spirit Wear Coordinator (non-voting)

The Blue Wave Swim Team is a YMCA program, and the YMCA employs the coaches. The Parent Advisory Board is designed to support the coaches and enhance the swimming program. All coaching concerns should always be referred to the coaching staff and YMCA Aquatics Director.

The Blue Wave Parent Advisory Board will formally meet monthly to discuss team business, planned events, financial report, etc. They will also hold quarterly meetings open to and encourage all members to attend. In partnership with the YMCA Aquatics Director, The Parent Advisory Board will host "All Parent required meetings" twice per year. Watch the website for times and dates.

Each committee is made up of interested parents like you, and we welcome your involvement. If you would like to contribute in any way, please feel free to contact the Committee Chair which heads your area of interest. All swim team parents are welcome to attend committee meetings and participate. If you have a significant concern that you wish to discuss and are not currently volunteering on that particular committee, please notify the Committee Chair in advance so your concerns can be addressed.

The list of Current Members of the Parent Advisory Board/Committee Chairs names and the roles/responsibilities of each Committee can be found in a separate document under the Team Communication section of our website.

Registration Fees

The Blue Wave Swim Team is a year-round competitive program that runs from the beginning of September through August. Each swimming year is divided into two seasons—Fall/Winter (short course) and Spring/Summer (long course.)

The short course season runs roughly from mid-September to mid-March (National swimmers continue through mid-April). During this time, competitions are held in short course pools, which are 25 yards or 25 meters in length. The long course season begins in the first week of April and lasts until early August. Long course meets are held in 50 meter pools.

All groups take a short break in the spring (between the short course and long course seasons) and a longer break in August (between the long course and short course seasons). These are important periods of physical AND mental rest for swimmers.

Fee schedules are dependent upon the practice group that your child is assigned. Any outstanding obligations from the previous season must be paid at the time of registration. Our current list of fees can be found on the website at www.kcbluwave.com.

The following are a list of the fees that must be paid to join the team:

YMCA Membership Fee: annual Y membership fee paid to the Y. All swimmers must be full program Y members. In order to compete in Y dual, area, district meets, all Y athletes must be full privilege members of the local YMCA as determined by the "Rules that Govern YMCA Competitive Sports". Y membership fees can be paid by credit card (Visa, Mastercard & Discover) or personal check. Automatic bank draft or credit card deduction arrangements can be made. **YMCA Membership Fees are to be paid on-line or at the Y prior to the swim team registration night.**

Family Registration Fee: Fee paid to the Y and that will be assessed per family for the fiscal swim team year of September 1 – August 31. The fee must be paid by check and cannot be combined with any other payment. **The fee is paid in person at the swim team registration night.**

USA Swimming Registration Fee: annual fee paid to USA Swimming. All swimmers on the team, with the exception of the Y club team, must be members of USA Swimming. All USA Swimming registrations are done with Short Course registration. This is an annual fee that allows swimmers to compete in USA sanctioned swim meets. The fee must be paid by check at the time of registration. **The USA Swimming Registration Fee is paid in person at the swim team registration.**

Program Fee: fee paid to the Y for the swim program. The fee is calculated by practice group level and can be found following the description of swim team fees. The fee is paid per season and payments can be made by personal check at the Y Welcome Desk or credit card (Visa, Mastercard & Discover). Automatic bank draft or credit card deduction arrangements can be made at the Vivion Road Family Y prior to the swim team registration night.

2011-2012 Fees are as follows:

Program Fees:

Club and Blue	\$40
Bronze	\$45
Silver	\$55
Gold	\$65
Senior II	\$75
Senior I	\$85
National	\$100
USA Swimming Registration	\$55
Family Registration Fee	\$100

Termination of Participation

It is the responsibility of the member to notify the Y and the Chair of the Finance Committee, in writing, of their intention to inactivate (high school swimmers), terminate, transfer or cancel a team membership 30 days in advance. Termination will be considered completed in full on the 1st day of the month after notification is received. The swim team member is responsible for all fees that accrue up to and including thirty (30) days after the date written notification is received by the team. If written notification is not received by the team, all monthly fees will continue to apply and accrue through the end of the swim team fiscal year. If a swimmer terminates his or her relationship with the team, or is cancelled from the team because of overdue bills all account balances are due immediately and payable in full. If a swimmer practices or participates in a meet with the Blue Wave Swim Team, it will be considered participation with the team and all fees will apply. Inactive members for over 30 days, excluding high school swimmers, will be removed from the roster and considered inactive members and be moved to the waiting list with all balances due immediately and payable in full.

High School Swimmers

Our High School swimmers are a valuable resource for our club and will set an example for our younger swimmers. They also have many more obligations on their time, and may not be able to practice frequently during their High School swim season. It is for these reasons that all High School swimmers will have their fees suspended during their High School season.

All High School swimmers must do the following to maintain their spot on Blue Wave and have their fees suspended for the high school season:

- Pay the Blue Wave Team Registration Fee at the swim team registration
- Pay USA Swimming membership registration at swim team registration.
- Be a member of a High School swim team.
- Notify the Chair of the Finance Committee in writing of the high school season start and end dates.

Financial Assistance

The Y has an Open Doors Program to provide financial assistance for Y memberships for those who qualify. Please contact the Y in person or by email for more information. There many levels of assistance and we are constantly adjusting the system.

Team Communication

The methods of communication are outlined below. If you have any questions about the team's activities, you should feel free to contact a parent advisory board member. If your concern is specifically about your child's swimming, you should arrange to meet with the head coach.

Blue Wave Web page: www.kcbluewave.com

Blue Wave has its own web page to enhance communication with the parents. The web page is updated daily. Most questions can be answered by viewing the News tab on our website. All input to the web page should be communicated to the swim team webmaster, at webmaster@kcbluewave.com for approval and submission.

Mailboxes

Each active family is assigned a slot in the team mailboxes at the Y. These are located near the team bulletin board. Handouts and announcements and ribbons are put in these mail slots, so they should be checked frequently.

Bulletin Board

All information regarding team functions is posted on the team bulletin board and on the website. You must check them regularly to be aware of deadlines, swim meets and activities.

Text Messaging

Text messaging is used whenever there is a sudden change in practice, meet schedules or warm up times, usually because of unanticipated conflicts. To add your cell phone number to your account, login to the website and click add SMS under the My Account, My Account option on the main page of the Blue Wave website.

Communicating with the Coaching Staff

The Head Coach and other coaches may be reached via email. Please conduct any business with the Head Coach during office hours which can be found on the website.

The coaches will have regular team meetings with their swimmers and send messages home in writing regarding meet and practice schedule changes.

There will be parents' meeting before the beginning of short course and long course season. Please see that one adult from your family attends the meetings. This is an opportunity to ask questions and get the latest information.