



Sandpoint Sharks Swim Club Team Handbook

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Introduction

The purpose of this handbook is two-fold: to explain to new members just what the Sandpoint Sharks Swim Club (SSSC) is and to outline various policies that affect all swimmers. It should be read by all families so that they may become familiar with important facts and rules of the club.

Why swim?

The USA Swimming age group program is America's largest program of guided fitness activity for children. Age group swimming builds a strong foundation for a lifetime of good health, by teaching healthy fitness habits.

Physical Development

- Swimming is considered the ideal activity for developing muscular and skeletal growth by many physicians and pediatricians.
- Swimming develops high quality aerobic endurance, the most important key to physical fitness.
- Swimming does a better job in proportional muscular development by using all the body's major muscle groups.
- Swimming enhances children's natural flexibility (at a time when they ordinarily begin to lose it) by exercising all of their major joints through a full range of motion.
- Swimming helps develop superior coordination because it requires combinations of complex movements of all parts of the body, enhancing harmonious muscle function, grace, and fluidity of movement.
- Swimming is the most injury-free of all children's sports.
- Swimming is a sport that will bring kids fitness and enjoyment for life.

Intellectual Competence

In addition to physical development, children can develop greater intellectual competence by participating in a guided program of physical activity. Learning and using swimming skills engages the thinking processes. As they learn new techniques, children must develop and plan movement sequences. They improve by exploring new ideas. They learn that greater progress results from using their creative talents. Self-expression can be just as physical as intellectual. Finally, their accomplishments in learning and using new skills contribute to a stronger self-image.

What is Sandpoint Sharks Swim Club?

Sandpoint Sharks Swim Club (SSSC) is a non-profit, parent-run organization. Our club is governed by the United States Swimming, Inc. and Inland Empire Swimming (IES) organizations. The Sharks Swim Club in one form or another, has been serving the City of Sandpoint and surrounding communities for over thirty-five years providing a year-round program for athletes.

Mission Statement, Vision, & Philosophy

Mission Statement

The objective and primary purpose of SSSC is to foster a safe and competitive swim environment through education, instruction and training of athletes and dedication to Safe Sport practices.

Philosophy

Teamwork: Sandpoint Sharks Swim Club is a team that is built upon the commitment, support, and participation of the Board, coaches, swimmers, parents/guardians and the community at large. SSSC believes that its success in achieving the team's goals is dependent upon the cooperation of all members.

Coaching: SSSC is committed to providing comprehensive, expert swim/stroke training by an experienced coaching team. In addition to swim training, SSSC promotes the practice of healthy lifestyle habits, such as good nutrition and sleep.

The Swimmer: SSSC believes that each swimmer is an individual with different backgrounds, needs and goals. The club focuses on the development of positive self-esteem and individual goal setting. The team encourages swimmers to represent SSSC by participating competitively on a year-round basis. SSSC believes that all members should model team spirit and sportsmanship.

SSSC Board of Directors

The board is made up of five (7) members. Every Board Member must pass a background check and abide by these Bylaws of SSSC and all other such rules and regulations as may be promulgated by the Board.

Board meetings are held on a quarterly basis, or as needed. Anyone is welcome and encouraged to attend.

Responsibilities of the Board

The seven volunteer Board of Directors consist of swim parents/guardians, coaches and community members whose responsibility is to manage SSSC's business planning and fiscal responsibilities. The election of Board Members is held each year at the beginning of the swim season. Board Members are elected to serve a two-year term. Board member positions are President, Vice President, Treasurer, and Secretary. The head coach also serves as a voting member of this board.

Coaches Role

All SSSC coaches must meet high criteria set forth by USA Swimming. Each coach is a certified lifeguard and holds a current First Aid and CPR Training for the Professional Rescuer certification. Coaches are also required to complete the USA Swimming Safety Training for Coaches Course. SSSC coaches have also passed a background check. All requirements must be kept up to date for a swim coach to remain in good standing with USA Swimming and the Sandpoint Sharks Swim Club.

SSSC coaches' main responsibility is to mold all of our swimmers into the best swimmers they can be. In addition, coaches mentor swimmers in life skills and positive values.

Coaches shall build relationships with team families, to achieve mutually set goals for each swimmer.

Coaches also help the team to build relationships with other aquatic organizations.

Parent/Guardian's Role

As the Parent/Guardian of a competitive swimmer, your main responsibility is to provide a caring, supporting environment. This support will encourage your child to feel good about his or her interest in competitive swimming. Show your support by ensuring your swimmer's attendance at practices and swim meets.

Parents/guardians are not participants on their child's team but contribute to the success experienced by the swimmer and his or her team. Parents/guardians serve as role models, and children frequently emulate their attitudes. Strive to be a positive role model. Most important, show good sportsmanship at all times toward coaches, officials and other teams.

Parent Code of Conduct

As a Parent of the Sandpoint Sharks Swim Club (SSSC) Swim Team, I will abide by the following code of conduct:

1. Practice teamwork with all parents, swimmers & coaches by supporting the values of Discipline, Loyalty, Commitment & Hard Work.
2. As a parent, I will not coach or instruct the team or any swimmer at practice or meets (from the stands or any other area) or interfere with coaches on the pool deck. Any communication with the coaching staff will occur either prior to the start of a coaches shift, after the conclusion of his/her coaching day or via email.
3. Demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials & the coaches at meets & practices.
4. Maintain self-control at all times & know my role.
 - Swimmers – swim
 - Coaches - coach
 - Officials – officiate
 - Parents –parent
5. Enjoy involvement with the SSSC Swim Team by supporting the swimmers, coaches & other parents with positive communications & actions.
6. During competitions, questions or concerns regarding decisions made by meet officials are directed to a member of our coaching staff only.
7. As a parent, I understand that criticizing, name-calling, use of abusive language or gestures directed toward the coaches, officials, &/or any participating swimmer will not be permitted or tolerated.
8. As a parent, I will strive to ensure that my athlete is on time to practices, meets and has proper gear and equipment.

I understand and agree to the above terms and conditions of the Sandpoint Sharks Swim Club in exchange for the privilege of my child(ren), registered with this agreement, to participate in the activities and swimming program of the Sandpoint Sharks Swim Club.

Should I conduct myself in such a way that brings discredit or discord to SSSC, or USA Swimming I voluntarily subject myself to disciplinary action. SSSC maintains the right to terminate any membership with/without cause in the interest of our vision, mission and objectives.

Your signature at the end of this handbook will be your acknowledgement of this parent code of conduct.

Release of Liability

The release of Liability can be found on the registration site and must be signed by all families joining SSSC. It reads 'Parent/Guardian hereby releases SSSC, its employees, officers, directors and volunteers and any facility used by SSSC from any liability arising out of any injury to the Swimmer(s) which may occur while the swimmer(s) is/are participating in the SSSC swim program, including, but not limited to, practices, meets, travel trips, and other team activities, or while the Swimmer(s) is/are using facilities leased or used by SSSC.

Swimmer's Role

Squad Descriptions

SSSC's practice group guidelines have been developed by its coaching team to maximize the growth and development of swim techniques for its swimmers of all levels. Swimmers of similar abilities will be grouped together to reach the goals set for each level. The assignment of swimmers to a group shall be the decision of the coaching staff. Upon fulfillment of the group's goals, swimmers may be promoted at the completion of long course and/or short course season. In rare instances, an assignment may be modified during the swim year, if the coaching staff believes a different squad would be more appropriate for the swimmer.

PINK Squad

Introduction on what swim team is all about. We are learning to love the water and sport.

- **Submerge face underwater without plugging the nose and blow bubbles**
- **Float on back for 30 seconds**
- **Float on stomach for 15 seconds**
- **Complete 25-meter freestyle without stopping**
- **Complete 25-meter backstroke without stopping**
- **Push off the wall on their stomach underwater with their arms above their head**
- **Push off the wall on their back underwater with their arms above their head**

WHITE Squad

This is the first step to prepare for competitive swimming. This squad was designed to continue development on all four strokes, flip turns, 2 hand touches, and swimming etiquette. Swimmers must be able to display the following:

- **Listen and pay attention to the coaches during practice**
- **Attend practice at least twice a week**
- **An understanding of butterfly**
- **Proper dolphin kick**
- **Correct breathing technique for freestyle, backstroke, and breaststroke**
- **Show up to practice on time**
- **Bring their own equipment: swim cap, goggles, and flippers**

To practice at this level, you must be able to:

- 200-meter freestyle with flip turns at every wall and without stopping
- 100-meter backstroke with flip turns at every wall and without stopping
- Legal 50-meter breaststroke without stopping and two hand touches on the walls
- Full flip turn for freestyle and backstroke
- Streamline off every wall

PURPLE SQUAD

This is where swimmers are introduced to training. This squad was designed to continue each swimmer's development while increasing repetition and yardage. They will be encouraged to perfect their skills in all four strokes, flip turns, and swimming etiquette. Swimmers must be able to display the following:

- Listen, pay attention, and respect the coaches during practice
- Attend practice 3-4 times a week
- Swim 400-meter freestyle, 100-meter backstroke, 100-meter breaststroke, and 50 butterfly with good body position and without stopping
- Understand what drills are
- Proper and legal technique in all four strokes
- Show up to practice at least 5 minutes early and be in the pool right when practice starts
- Bring their own equipment: swim cap, goggles, water bottle, flippers, paddles, pull buoy, and kickboard

To practice at this level, you must be able to:

- 8 x 50's freestyle 1:15
- 1 x 100 IM 3:00
- 4 x 50's streamline kick on back 2:00
- Legal underwater breaststroke pullout
- No flip turn backstroke to breaststroke in the 100 IM

BLACK SQUAD

This squad is our performance-focused group. These swimmers have already learned the basics and have been introduced to drills in all four strokes. The squad was designed to encourage a lifelong love and appreciation of swimming as they are introduced to a more rigorous training. The goal is to maintain an emphasis on stroke technique while including more aerobic and anaerobic training, racing skills, and dryland(gym) sessions. Swimmers must be able to display the following:

- Attend practice 4-5 times a week

- **Respect towards the coaches and every teammate**
- **Great team spirit and leadership skills**
- **Swim 1000-meter freestyle, 100 backstroke, 100 breaststroke, 100 butterfly, and 200 IM with good body position and without stopping**
- **Show up to practice at least 10 minutes early and be in the pool right when practice starts; not a minute later**
- **Bring their own equipment: swim cap, goggles, water bottle, flippers, paddles, pull buoy, kickboard, and snorkel**

To swim at this level, you must be able to:

- **10 x 100's freestyle 1:25**
- **4 x 200 IM 3:45**
- **4 x 50's streamline**
- **Kick on back 1:15**

Swimmer Code of Conduct

As a swimmer & member of the Sandpoint Sharks Swim Club (SSSC) Swim Team, I will abide by the following code of conduct:

1. I will conduct myself with dignity and respect for others and for the property of others.
2. I will be on time for practice, training sessions, and meets.
3. I will comply with all team rules.
4. As a matter of team pride and courtesy to meet hosts, pool facility operators, and janitorial staff members, I will leave the SSSC team area in a neat and clean condition at the conclusion of each practice session. I understand this also applies to pool locker/rest rooms, bleacher areas, pool decks, etc.
5. I will practice and teach good sportsmanship.
6. I will promote positive team spirit and morale.
7. I will offer congratulations and encouragement to his/her opponents.
8. I will support my teammates at practice and at competition. Working together as a unit will benefit each team member and is an important part of SSSC spirit.
9. I will follow verbal directions of the coaching staff. At no time will disrespectful attitudes by any swimmer be tolerated.
10. I will respect the rights and space requirements of other groups using the swimming facility.
11. I will follow the Code of Conduct at home, at away events and at any event where SSSC is represented.

Prohibited Behavior:

I understand that at no times will the following be accepted:

1. Use or possession of any illegal substance (i.e. alcohol, drugs, tobacco).
2. Destructive behavior.
3. Inappropriate or unruly behavior, including fighting or striking another

- athlete. 4. Inappropriate language (swearing or derogatory comments) or lying.
5. Stealing and vandalism.
 6. Bullying or isolating another swimmer.
 7. Interference with the progress of another swimmer during practice or at any other

time. Consequences for Violation of the Code of Conduct:

This code shall be in force for all SSSC swimmers during practice, during swim meets, and at events sponsored by, or in which, SSSC Swim Team is represented. Disciplinary actions can range from, but are not limited to; reprimands, repetitions of a drill, pushups, etc., being sent home from practice or meets at the parents' expense, expulsion from the team, being barred from competition, or receiving any other disciplinary action that the Head Coach or Board deems necessary if a member fails to adhere to the Code in part or in whole.

Expulsion: Coaches may suspend a swimmer from practice for disciplinary reasons for a maximum of three days. Coaches may also recommend to the board that a swimmer be expelled from the club if in his/her judgment, the swimmer is unable to conform to the disciplinary guidelines established for swim practice and club participation.

Safety and Behavior

The Sandpoint Sharks Swim Club board of directors reserves the right to terminate the membership of any individual whose behavior places the SSSC in an unfavorable light or jeopardizes our participation in any pool use or sporting event. All swimmers are expected to demonstrate good sportsmanship and act as appropriate ambassadors for the club. They should act as role models for other swimmers at all times.

Equipment

(not all items are required for all groups)

- Practice Suit (must be specifically designed for competition and training)
- Goggles
- Cap
- Fins
- Paddles (hand & finger)
- Pull Buoy
- Snorkel
- Water Bottle
- Drag Socks

Team Attire

SSSC Team Suit or other pre-approved suits are required for all swimmers at meets. Tech suits must be FINA approved suits. Tech suits are discouraged at regular age group meets. They should be worn only at championship meets or when a swimmer is trying to qualify for a championship meet.

- SSSC Team Cap (required for all swimmers at meets)

Practice equipment and team suits may be purchased online. Check the SSSC website for our approved vendor, Swimoutlet.com

Team caps can be purchased from the coach with silicone caps ordered twice a year. We also try to have team caps available at meets.

T-shirts, sweatshirts and other items, marked with the team's name and/or logo are available for purchase through our Team store. Team attire is strongly suggested to be worn at all meets. Parkas are a highly recommended item to keep swimmers comfortable after workouts, between events at meets and during inclement weather. Visit the SSSC's [website](http://Swimoutlet.com) for a link to our approved vendors Turner Promotions and Swimoutlet.com. Team caps, required at all meets, are available from the SSSC coach.

Swim Meets

By its very name, the purpose of competitive swimming is to compete and that means attending swim meets! Individuals seeking membership in the Sandpoint Sharks Swim Club should understand that we are a competitive team, not a recreational team. Swimmers should be willing to accept the responsibility of membership and participate in meets. For many new swimmers, taking the first step and going to their first competitive meet is a big undertaking. Our coaches understand this and are happy to share information about each meet and what meets may be good for beginners.

Short & Long Course Seasons

USA Swimming recognizes two seasons within each calendar year. The season beginning around Labor Day and ending in mid-March is referred to as the short course season. During the short course season meets are recognized as "yard" events. There is also a long course swim season that begins in April and ends in early August. Meets during long course season are recognized as "meter" events.

Swim Meet Procedures

As a competitive swim team, we encourage all of our swimmers to attend swim meets and compete in events recommended by their coaches. Swim meets provide an opportunity for the swimmers to measure the progress of their training and practice. They are also a social time, which enables the swimmers to build friendships with fellow teammates.

Swimmer Events

Your swimmer's coach will select the events that they will participate in. The coaching plan, swimmer ability, coach-swimmer goals, and other factors will be considered as the events are being selected. Swimmers and parents/guardians are able to request events during the sign-up process, but the coaches make the final decision.

Newer swimmers will initially be placed in events that they will succeed in. As their skills build, they will be placed in more challenging events as determined by their coach.


Meet Fees

A meet entry fee and event fees are required for entry in a swim meet. Meet fees for swim meets are the responsibility of the parent. The Meet Administrator will invoice the swimmer's account and payments may be made along with the following month's dues. Delinquent meet fees will result in a suspension in meet privileges until the swimmer's account becomes current.

Upon passage of the meet sign up deadline, SSSC submits all entries and meet fees to IES. Meet fees are non-refundable to SSSC once they have been submitted to IES. If a swimmer is unable to attend the meet (for any reason) after the submission of the entries and payment, the swimmer will still be responsible for payment of the meet fees. If SSSC coaches or staff make an error in a swimmer's entries, the team will be responsible for the subsequent erroneous fees. Meet fees go to IES and to the host team for facility rental and fundraising.

Signing Up for a Swim Meet

Not all squads attend the same meets throughout the season, so please check the Team Events tab on the calendar section of the SSSC website to determine if a swim meet is appropriate for your swimmer's level before you commit.

Please pay particular attention to the deadline and commit your swimmer through your online  account as early as possible!

E-mail from Team

Each family will receive an e-mail from SSSC approximately 3 weeks before each swim meet. The e-mail will contain a link to the SSSC website. Click on the link to go to the EVENT SIGN UP page of the SSSC website.

Home Page Access

If signing up through the home page of the SSSC website (instead of directly through the e-mail link), find the swim meet you would like to enter under EVENTS. Click "Attend this event" and fill out the information needed to register your swimmer.

Notes to the Coach

On the EVENT SIGN UP page, there is a rectangular box for notes. Although the coaches will approve the events that your swimmer will participate in, you may place a request or suggestion to the coach in the notes section. Please note that your swimmer may not be able to participate in various events due to a minimum or maximum time requirement. The coach will ultimately determine if the event is appropriate for the swimmer.

Confirming your Events

SSSC recommends that you return to the EVENT SIGN UP page to see which events your coach has selected for your swimmer. Do this as soon as possible after the meet closing date, which can be found on the meet form. If you find an error, please contact your coach

immediately.

Important Swim Meet Information

Meet Sheet

Each swim meet will have a meet sheet that will provide information such as location, date, time, directions, events, cost of events, etc. Please consult this meet sheet prior to signing up. It can be accessed through the SSSC website, Events tab. This will take you to the Event page where you can select the meet and see a brief description. The meet sheet may be found under the Forms/Documents heading, as a .pdf document listed in red. Click on the .pdf heading and the meet sheet will open.

Timeline for the Swim Meet

Meet hosting teams will provide a timeline for the swim meet. The timeline will show the estimated time for each event, which will allow you to better plan your weekend. You may visit the same Forms/Document heading as for the meet sheet above, to see if a timeline is available. Do not use this timeline to determine your arrival time at the meet. Your swimmers' coach will tell them when to arrive for warm-up.

First Swim Meet Guide

A First Swim Meet Guide is available on the SSSC website. Please be sure to read through it before your first meet. The guide will provide you with valuable information to prepare for the meet and to understand basic swim meet protocol. The most important thing that you must know is that you will not be alone. Either your squad parent, or a team mentor assigned by them, will be there to give you an orientation and help you to navigate through your first meet experience. There will be many veteran parents/guardians to serve as resources at the meet. Please feel comfortable asking for help as necessary.

Lost & Found

You are strongly encouraged to label all of your swimmers' equipment. Labeled equipment found at practice can easily be returned to the swimmer. Unlabeled equipment found around the pool deck will be placed in the pool office. It will be kept for 14 days and then if not claimed, donated to a local charity. Swimmers should keep all personal belongings on the pool deck and not in the locker room during practice sessions. The locker rooms can be used by other YMCA members. **The club is not responsible for lost or stolen items.**

Dues & Association Memberships

Monthly dues

In consideration of the participation of the swimmer(s) in SSSC's competitive swim program, the parent/guardian agrees to pay the dues for the swimmer's practice level that is set forth. Monthly payment of dues shall be due and payable on the first day of each month, for 11 months, September through July (August is optional). Dues may be prepaid

at any time. If the swimmer is transferred to a different squad by the coaching staff, the fees for the new squad level will be invoiced in the next billing cycle. If advance payments have been made the difference will be invoiced to the swimmer's account. If the monthly dues payment is not received in full by the 10th of the month, a late fee of \$20 per month will be assessed to the family's dues account.

Payments will be collected on-line through your swimmer's account. Swimmers are expected to pay dues for the entire month no matter how many days they attend practice. However, if the swimmer/parent notifies our head coach at headcoach@sandpointsharks.com in writing at least 4 days prior to the start of the month in which they plan to not swim.. In order to reactivate the account, the swimmer/parent notifies the head coach in writing at least 4 days before the start of the month in which the swimmer will return. This action will be subject to a \$25 fee for processing the reactivation. There will be no reduction in fundraising or on-deck volunteer requirements as these are annual commitments.

USA Swimming/Inland Empire Swimming Membership

As the SSSC is a member of USA Swimming, all members are required to pay a yearly membership fee. This annual fee changes every year. This fee is reduced considerably for swimmers who qualify for free or reduced hot lunch through the school system (letter from the school district stating such and Outreach application is required). The USA Swimming membership provides secondary health and accident insurance in case of injury during swim team practice and during swim meets. Each swimmer MUST be registered with USA-S in order to swim with SSSC.

New swimmers are responsible for establishing an account initially with USA Swimming through a link provided by the SSSC registrar to link the swimmer to the club, and initial registration is paid directly to USA Swimming. Annual renewal will be the responsibility of the parents through their USA Swimming login.. USA Swimming no longer sends out paper membership cards, but swimmers may check their USA swimming registration status via the USA Swimming website or USA Swimming app. Athletes:

Premium: (for most competitive swimmers)

- Year-round membership valid until December 31.

Benefits:

- Year-round participation in USA Swimming sanctioned meets and the ability to qualify and participate in LSC Championships, Sectionals, Zones, Futures, Junior Nationals, National Championships, U.S. Olympic Team Trials – Swimming and the Olympics.
- Eligible to be selected for the National Junior Team and National Team Development Programs.
- Eligible to be selected or qualify for USA Swimming national and regional camps.
- Times are stored in the USA Swimming SWIMS database, allowing athletes to qualify for competitions, monitor improvement, and participate in recognition programs.

Seasonal (Great for new swim athletes)

- Membership is valid for up to 150 consecutive days. This period is set by your LSC.

Benefits:

- USA Swimming meet participation up to and including LSC Championship meets, but not the Zone Championship level.
- If an athlete wishes to participate past their expiration date or compete in competitions higher than the LSC Championships (E.g.: Sectionals, Futures, Junior Nationals or National Championships), the athlete will need to pay the difference between their Seasonal Membership and Premium Membership. The difference must be submitted before the 150 days of the Seasonal Membership has expired.

Flex: (great for those 12 and under just getting into swimming)

- Introductory membership for athletes 12 years old and under, geared towards practice and participation with any USA Swimming club.
- Includes two (2) sanctioned swim competitions per membership year. Flex members may not compete at or above the LSC Championship meet.
- If an athlete wishes to swim more than two (2) meets per year, the athlete will need to pay the difference to upgrade to a Premium Membership. The difference must be paid before the Flex Membership has expired.

Outreach:

- A reduced fee category of athlete membership for economically disadvantaged swimmers.
- To be considered for an outreach membership, please contact your [LSC Registrar](#) for eligibility requirements. Click [here](#) for the USA Swimming LSC Map. *****We are with Inland Empire LCS**

These are due upon new membership registration and upon renewal of memberships in September. The IES membership is an annual membership from September through December of the next calendar year. Example September 2023 through December 2024

New swimmers will not be able to swim with SSSC if their USA-S registration has not been completed within 10 days of registration.

Suspension

If the monthly dues payment is not received in full by the last day of the month, a notice of delinquency will be e-mailed. If Parent/Guardian fails to pay any delinquent dues or assessment, including late fees, within 14 days from the date of such notice of delinquency, the Swimmer shall be suspended from further participation in all SSSC activities, including, but not limited to, practices and meets.

If Parent/Guardian becomes delinquent in payment of dues or assessments because of financial hardship, he/she may apply to the board for a waiver of late fees and suspension. A waiver may be granted if satisfactory arrangements are made for payment of the delinquent amounts. He/she may also apply for a scholarship once the account is current.

Trial Memberships

Trial Memberships are available to new members only. The purpose of trial membership is to give families an opportunity to try the sport of competitive swimming prior to making a substantial financial commitment. Trial memberships last for two consecutive swim weeks and cost \$25.

Family Discounts

At registration SSSC will offer a 10% discount on total dues for families with two or more swimmers. For all other months and subsequent swimmers in the same family (excluding college and masters). There are no sibling discounts for scholarship participants or swimmers receiving otherwise discounted dues.

Annual Break

All squads receive the month of August off. This follows the end of the summer competition season. This break has been factored in when calculating monthly payment of annual dues. Swimmers will have the option to swim during the month of August to prepare for Open Water swims and USA-S national meets. This month will be charged at normal rates for those swimmers.

Fundraising

Fundraising requirement

SSSC is a parent run organization. In order to purchase and maintain our equipment, pay coaching staff, rent lanes and attend meets we must engage in fundraising. Your family will be responsible for raising a minimum of \$200 per swimmer per year. This is an annual commitment and will not be prorated should you take time off or leave the team.

Club Communication and Marketing

Web site

SSSC's ***primary methods of communication*** are e-mail, Facebook and the team website: <https://sandpointsharks.com/>. The website will include squad calendars, news and events and job sign-up tabs. The site will be updated regularly. Please check for new and updated information.

SSSC encourages open communication. Please feel free to email coaches or board members.

E-mail

E-mails will be sent to inform parents/guardians and swimmers of upcoming events, such as swim meets, team social events, fundraising opportunities, volunteer events, etc. **Be sure to keep your e-mail address current on TeamUnify website or TeamUnify app. If you need help updating it send an email to headcoach@sandpointsharks.com**

You may visit our website to send an e-mail to the coaches or board members.

Board of Directors: bod@sandpointsharks.com

Head Coach: Emily Renzini headcoach@sandpointsharks.com

Squad Parents

Each practice squad has a squad parent who serves as a conduit between the board and the parents/guardians. These individuals are able to answer basic questions that you may have or refer you to someone who can help. He or she also helps to coordinate various activities for the team.

Facebook

SSSC utilizes Facebook as a marketing tool for the Sandpoint community as well as for team communication. Please let the communications director know if you prefer your athlete not to be featured in pictures on our Facebook page.

Display Board

The display board near the SSSC office at the YMCA pool is updated with information related to team events.

Annual Mandatory Meeting

As stated in the Club bylaws SSSC must hold an annual open forum to:

- Discuss upcoming team events
- Communicate training objectives
- Provide a financial status report
- Hold elections for new Board of Directors members

The one-to-two-hour meeting will include a brief presentation by the Board of Directors, a few words from the Head Coach, and a brief question and answer session. You may be asked to complete a short questionnaire and survey. This is one of the few **MANDATORY** events we have, so all SSSC families will need to have an adult representative in attendance. The date and time of the annual meeting will be messaged out to all parents at least one month prior to the meeting. Please remember, the SSSC is a membership based club. Your vote and opinion matters to the direction of this club.

Board Manual

A Board Manual containing Board Meeting Minutes, Treasurer's Reports, SSSC Policies and

Procedures, SSSC Organizational Structure, and other SSSC Planning Information is available for member review in the SSSC office. The Board encourages parents/guardians to regularly review this information to keep updated on current team endeavors.

Concerns

As in any large organization involving significant numbers of families, SSSC cannot always be all things to all people. Although conflicts in our club are few, they occasionally arise, and we have a protocol for dealing with them.

If you have a concern about administration of the club, coaching, finances, other swimmers' behavior, other parents'/guardians' behavior, or other related matters, please contact a Board Member (a current list of board members can be found on the SSSC website.) Your concern will be taken to the following board meeting and mediated.



Minor Athlete Abuse Prevention Policy

Sandpoint Sharks Swim Club
Effective: October 16, 2024

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THIS POLICY APPLIES TO:

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions and/or summits.

Adult Participants: Any adult 18 years of age or older who is a:

- USA Swimming member, either athlete or non-athlete;
- Participating non-member (e.g., meet marshals, meet computer operators, timers, etc.);
- Authorized, approved or appointed by USA Swimming, Zones, Local Swimming Committees ("LSCs") or member clubs to have Regular Contact with (e.g., ongoing interactions during a 12- month period wherein the individual is in a role of active engagement) or authority over minor athletes; and/or
- Within the governance or disciplinary jurisdiction of USA Swimming, Zones, LSCs or member clubs.

GENERAL REQUIREMENT

USA Swimming, Zones, LSCs and member clubs are required to implement this Minor Athlete Abuse Prevention Policy in full. The Minor Athlete Abuse Prevention Policy must be reviewed and agreed to in writing by all athletes, parents/legal guardians, coaches and other non-athlete members of member clubs on an annual basis with such written agreement to be retained by the club or LSC, as applicable.

DEFINITIONS

Athlete: A USA Swimming athlete member.

Authority: When one person's position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person (e.g., when a power imbalance exists).

Billeting: A residential environment facilitated by an Adult Participant or Organization, or sanctioned event staff in which a Minor Athlete is temporarily housed in a private home with an adult or family who is not related to or known by the Minor Athlete. This lodging arrangement is in conjunction with an activity related to sport.

Dual Relationship: When an Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. Examples of Dual Relationships include, but are not limited to, family members, mental health professionals, teachers, medical professionals and family friends.

Emergency Circumstances: A serious, unexpected and possibly dangerous situation that requires quick action and cannot be avoided. Emergency circumstances include, but are not limited to: a physical, mental or emotional medical emergency involving the Minor Athlete, relative of the Minor Athlete or relative of an Adult Participant; a Minor Athlete's suicidal ideations/behavior; a report of abuse; a severe weather event; and last-minute practice changes.

Electronic Communication: Includes, but not limited to, phone calls, emails, videoconferencing, video coaching, text-messaging, social media or any other electronic medium.

Event or Facility Under Partial or Full Jurisdiction: Includes any USA Swimming sanctioned event (including all travel and lodging in connection with participation in the event) or any facility that USA Swimming, Zones, LSCs or member clubs owns, leases or rents for practice, training or competition.

In-Program: Any contact (including communications, interactions or activities) between an Adult



Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to contact occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Massage: Any Massage, Manual Therapy, Therapeutic and Recovery modalities, involving an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to Massage, Manual Therapy, Therapeutic and Recovery modalities occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Travel: Any transportation or travel involving an Adult Participant and any Minor Athlete(s) related to participation in sport authorized or funded by USA Swimming. Examples include, but are not limited to transportation or travel to or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

Lodging and Residential Environment: Lodging arrangements include, but are not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting.

Massage: Any massage, rubdown, athletic training modality including physical modalities (e.g., stretching, physical manipulation, injury rehabilitation, etc.) and electronic or instrument assisted modalities (e.g., stim treatment, dry needling, cupping, etc.).

Minor Athlete: An athlete under 18 years of age who is a USA Swimming member or was a USA Swimming member within the previous 12 months¹.

Organization: USA Swimming, LSC or Club

Regular Contact: Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any minor athlete.

¹ This term shall also include any minor who participates in, or participated within the previous 12 months in, a non-athlete role at an Event or Facility Under Partial or Full Jurisdiction. Examples include, but is not limited to: volunteer or timer.



EXCEPTIONS

[Note: Exceptions apply only where specified]

Close-In-Age Exception: In-Program Contact between an Adult Participant and a Minor Athlete is permitted if:

- a. The Adult Participant has no authority over the Minor Athlete; and
- b. The Adult Participant is not more than four years older, determined by birthday, than the Minor Athlete.

Dual Relationship Exception: An Adult Participant has a role or relationship with a Minor Athlete that is outside of the sport program. This exception requires written consent of the Minor Athlete's parent/legal guardian at least annually, which must also identify which portion of MAAPP the parent/guardian is providing consent.

Emergency Exception: Applies to all situations in MAAPP where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of an emergency circumstance.

- a. It is strongly encouraged that the Organization or Adult Participant document the emergency circumstance.





ONE-ON-ONE INTERACTIONS

I. Observable and Interruptible

All one-on-one In-Program Contact interactions between a Minor Athlete and an Adult Participant must occur at an observable and interruptible distance from another adult, except:

- a. In emergency circumstances;
- b. When a Dual Relationship exists; and/or
- c. When the Close-In-Age Exception applies.



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MEETINGS AND INDIVIDUAL TRAINING SESSIONS

I. Meetings

- a. Meetings between a Minor Athlete and an Adult Participant may only occur if another adult is present and where interactions can be easily observed and at an interruptible distance from another adult.
- b. If a one-on-one meeting takes place, the door to the room must remain unlocked and open. If available, it must occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
- c. Meetings must not be conducted in an Adult Participant or Athlete's hotel room or other overnight lodging location during In-Program Travel.

II. Meetings with Licensed Mental Health Care Professionals, Health Care Providers,

If a licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, meets one-on-one with a Minor Athlete at an Event or Facility Under Partial or Full Jurisdiction of Organization in conjunction with participation, the meeting must be observable and interruptible by another adult, except if:

- a. The door remains unlocked;
- b. Another adult is present at the facility;
- c. The other adult is advised that a closed-door meeting is occurring although the Minor Athlete's identity does not need to be disclosed;
- d. When appropriate and not violating a providers professional licensure, Sandpoint Sharks Swim Club is notified that the licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, will be meeting with a Minor Athlete, whose name does not need to be disclosed; and
- e. The licensed mental health care professional, health care provider, and/or student under the supervision of a licensed mental health care professional or licensed health care provider, obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

III. Individual Training Sessions

- a. In-Program one-on-one individual training sessions outside of the regular course of training and practice between Adult Participants and Minor Athletes must be observable and interruptible by another adult, except:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.
- b. The Adult Participant providing the individual training session must receive advance, written consent from the Minor Athlete's parent/legal guardian at least annually, with a copy provided to Sandpoint Sharks Swim Club, which can be withdrawn at any time.
- c. Parents/legal guardians must be allowed to observe the individual training session.

[Recommended] Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

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ELECTRONIC COMMUNICATIONS

I. Content

All Electronic Communication from Adult Participants to Minor Athletes must be professional in nature.

II. Open and Transparent

- a. If an Adult Participant communicates one-on-one with a Minor Athlete via Electronic Communications, the Minor Athlete's parent/legal guardian, or another adult family member, must be copied or included. If a Minor Athlete communicates to the Adult Participant privately first, said Adult Participant must copy or include the Minor Athlete's parent/legal guardian, or another adult family member, on any Electronic Communication response to the Minor Athlete. Adult Participants must only use Electronic Communication platforms that allow for Open and Transparent communication.
- b. The following exceptions apply to Section II(a):
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists; and/or
 - iii. When the Close-In-Age Exception applies.
- c. When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, said Adult Participant must copy another Adult Participant.

III. Requests to Discontinue

Parents/legal guardians may request in writing that their Minor Athlete not be contacted through any form of electronic communication by Sandpoint Sharks Swim Club or by an Adult Participant subject to this Policy. Sandpoint Sharks Swim Club and/or Adult Participant must abide by any such request that the Minor Athlete not be contacted via electronic communication, or included in any social media post, absent emergency circumstances.

IV. Hours

Electronic communications must only be sent between the hours of 5:00 a.m. and 10:00 p.m. local time for the location of the Minor Athlete, unless emergency circumstances exist, or during competition travel.

V. Prohibited Electronic Communication

- a. Adult Participants are not permitted to maintain private social media connections with Minor Athletes and such Adult Participants are not permitted to accept new personal page requests on social media platforms from Minor Athletes, unless the Adult Participant has a fan page, or the contact is deemed as celebrity contact as opposed to Regular Contact. Existing social media connections with Minor Athletes must be discontinued. Minor Athletes may "friend", "like" or "follow" USA Swimming's official page.
- b. Adult Participants must not send private, instant or direct messages to a Minor Athlete through social media platforms.
- c. The following exceptions apply to Section V:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.

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IN-PROGRAM TRAVEL AND LODGING AND RESIDENTIAL ENVIRONMENTS

I. Transportation

- a. During In-Program Travel, observable and interruptible environments must be maintained.
- b. An Adult Participant must not transport a Minor Athlete one-on-one during In-Program Travel and must always transport at least two Minor Athletes, who are at least 8 years of age, or another Adult Participant except:
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists;
 - iii. When the Close-In-Age Exception applies; and/or
 - iv. The Minor Athlete's parent/legal guardian has provided, at least annually, written consent for the Adult Participant to transport the Minor Athlete one-on-one, which can be withdrawn at any time.
- c. Adult Participants, including team managers and chaperones, who travel with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.

[Recommended]

Adult Participants who are parents/legal guardians of Minor Athletes must pick up their Minor Athlete first and drop off their Minor Athlete last in any shared or carpool travel arrangement.

[Recommended]

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

II. Lodging and Residential Environments

- a. An Adult Participant must not share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with an Athlete.
- b. During In-Program Travel, all In-Program Contact in a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, between an Adult Participant and a Minor Athlete must be observable and interruptible.
- c. During In-Program Travel, when doing room checks, two-deep leadership (two Adult Participants should be present) and observable and interruptible environments must be maintained.
- d. The following exceptions apply to II(a), (b) and (c):
 - i. When a Dual Relationship exists, the Adult Participant is not a coach, and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement; and/or
 - ii. When the Close-In-Age Exception applies and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement.
- e. Minor Athletes should be paired to share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with other Minor Athletes of the same competition category and of similar age.
- f. Adult Participants, including team managers and chaperones, who lodge with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.

III. Written Consent

A Minor Athlete's parent/legal guardian must provide written consent, at least annually, for all In-Program Travel and lodging during In-Program Travel, which can be withdrawn at any time.

IV. Meetings

- a. Meetings during In-Program Travel must be conducted consistent with the One-on-One

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Interactions section of this Policy (e.g., any such meeting must be observable and interruptible).

- b. Meetings must not be conducted in an Adult Participant or athlete's hotel room or other overnight lodging location during In-Program Travel.

[Recommended]

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

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LOCKER ROOMS AND CHANGING AREAS

- I. **Requirement to Use Locker Room or Changing Area**
The designated locker room or changing area must be used when an athlete or Adult Participant changes, in whole or in part, into or out of a swimsuit when wearing just one suit (e.g., deck changing is prohibited).
- II. **Observable and Interruptible**
All In-Program Contact between Adult Participants and Minor Athletes in a locker room, changing area or similar space must be observable and interruptible, except:
 - a. In emergency circumstances;
 - b. A Dual Relationship exists; and/or
 - c. The Close-In-Age exception applies.
- III. **Private or Semi-Private Space for Minor Athletes**
Sandpoint Sharks Swim Club must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at Events or Facilities Under Partial or Full Jurisdiction of Organization.
- IV. **Use of Recording Devices**
Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces by a Minor Athlete or an Adult Participant is prohibited.
- V. **Undress**
Adult Participants must not remove their clothes or behave in a manner that intentionally or recklessly exposes his or her breasts, buttocks, groin or genitals to a Minor Athlete under any circumstance. An Adult Participant must not request a Minor Athlete to expose the Minor Athlete's breasts, buttocks, groin or genitals to the Adult Participant under any circumstance. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- VI. **Showers**
 - a. Adult Participants must not shower with Minor Athletes unless:
 - i. The Adult Participant meets the Close-in-Age Exception; and/or
 - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
 - b. Parents/legal guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participants during In-Program Contact. Organization must abide by such a request.
- VII. **Monitoring**
Sandpoint Sharks Swim Club must regularly and randomly monitor the use of locker rooms and changing areas to ensure compliance with this Policy. Locker rooms and changing areas may be monitored by use of the following methods:
 - a. Conducting a sweep of the locker room or changing area before athletes arrive;
 - b. Posting staff directly outside the locker room or changing area during periods of use;
 - c. Leaving the doors open when adequate privacy is still possible; and/or
 - d. Making occasional sweeps of the locker rooms or changing areas with women checking on female locker rooms and men checking on male locker rooms.

Every effort must be made to recognize when a Minor Athlete goes to the locker room or changing area during practice and competition, and, if the Minor Athlete does not return in a timely fashion, to check on the Minor Athlete's whereabouts.
- VIII. **Media and Championship Celebrations in Locker Rooms**
Sandpoint Sharks Swim Club may permit recording or photography in locker rooms to highlight a sport or athletic accomplishment if:
 - a. Parent/legal guardian consent has been obtained, when possible; and

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- b. Organization approves the specific instance of recording or photography; and
- c. Two or more Adult Participants are present; and
- d. Everyone is fully clothed.

[Recommended] If a parent/legal guardian enters a locker room or changing area, it must only be a parent/legal guardian of the same competition category and the parent/legal guardian should notify a coach or administrator in advance.

MANUAL THERAPY, THERAPEUTIC, AND RECOVERY
MODALITIES

I. General Requirement

Any In-Program Massage performed on an athlete must be conducted in an observable and interruptible location and must be performed by a licensed massage therapist or other certified professional. However, even if a coach is a licensed massage therapist, the coach must not perform a rubdown or massage of an athlete under any circumstance.

II. Additional Minor Athlete Requirements

- a. Written consent by a parent/legal guardian must be obtained in advance at least annually by the licensed massage therapist or other certified professional which can be withdrawn at any time.
- b. Parent/legal guardians must be allowed to observe the Massage, except for competition or training venues that limit credentialing.
- c. Any Massage of a Minor Athlete must be done with at least one other Adult Participant physically present and must never be done with only the Minor Athlete and the person performing the Massage in the room.
- d. Any Massage of a Minor Athlete must be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin or genitals are always covered. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- e. The provider must narrate the steps in the modality before taking them, seeking consent of the Minor Athlete throughout the process.

[Recommended]

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

[Recommended]

Any Massage of a Minor Athlete must only occur after a proper diagnosis from a treating physician and be done in the course of care according to the physician's treatment plan

APPENDIX A

[REQUIRED BY U.S. CENTER FOR SAFESPORT FOR INCLUSION AS APPENDIX TO THE USA SWIMMING MINOR ATHLETE ABUSE PREVENTION POLICY]

ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING AND PREVENTION POLICIES

All NGBs, LAOs, and the USOPC (the “Organization”) must implement proactive policies designed to prevent abuse. These organizational requirements are described below.

A. Organizational Requirements for Education & Training

1. USA Swimming must track whether Adult Participants under its jurisdiction complete the required training listed in Part I.
2. USA Swimming must, every 12 months, offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.
 - a. For training to Minor Athletes, USA Swimming must track a description of the training and how the training was offered and provided to Minor Athletes.
 - b. USA Swimming is not required to track individual course completions of Minor Athletes.
3. USA Swimming must, every 12 months, , offer training to parents on the prevention and reporting of child abuse.
 - a. For training to parents, USA Swimming must track a description of the training and how the training was offered and provided to parents.
 - b. USA Swimming is not required to track individual course completions of parents.

B. Required Prevention Policies and Implementation

1. USA Swimming must develop minor athlete abuse prevention policies to limit one-on-one interactions between Minor Athletes and Adult Participants. These policies must contain the mandatory components of the Center’s model policies in Part III. These model policies cover:
 - a. Meetings
 - b. Individual Training Sessions
 - c. Manual Therapy, Therapeutic, and Recovery Modalities
 - d. Locker rooms and changing areas
 - e. Electronic communications
 - f. Transportation
 - g. Lodging and Residential Environments
2. The policies must be approved by the Center as described in subsection (C) below. The policies may include the recommended components in Part III and the recommended policies in Part IV. Given the uniqueness of each sport, however, some recommended components or policies may not be feasible or appropriate. An Organization may choose to implement stricter standards than the model policies.
3. USA Swimming must also require that its LAOs implement these policies within each LAO.
4. USA Swimming, Zones, LSCs and member clubs must implement these policies for all In-Program Contact.
 - a. At sanctioned events and facilities partially or fully under its jurisdiction, the organization
 - b. must take steps to ensure the policies are implemented and followed.
 - c. For In-Program Contact that occurs outside an Organization’s sanctioned event or facilities, implementing these policies means:
 - i. Communicating the policies to individuals under its jurisdiction;
 - ii. Establishing a reporting mechanism for violations of the policies;
 - iii. Investigating and enforcing violations of the policies.

USA Swimming must have a reporting mechanism to accept reports that an Adult Participant is violating the Organization's minor athlete abuse prevention policies. USA Swimming must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

C. Policy Approval and Submission Process

1. USA Swimming may adopt the mandatory minimum requirements of the MAAPP as-is or adapt it to fit their needs. Regardless, each Organization must submit their policies to the Center at compliance@safesport.org for review and approval by April 1, 2024. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Part III become the default policy until the Center approves the policy.
2. USA Swimming must require their LAOs to incorporate the mandatory components of Part III. U S A S w i m m i n g may require that their LAOs implement the USA Swimming's policies, which may be more stringent than the policies in Part III.
3. The mandatory components of Part III will serve as the default policy for any organization that fails to develop its own policy as required by this section. Any changes made to USA Swimming's MAAPP after the policy is approved must be submitted to the Center for approval. The previously approved MAAPP will remain in effect until written approval is provided to USA Swimming from the Center.

Appendix B

Parent Code of Conduct Contract

As a Parent of the Sandpoint Sharks Swim Club (SSSC) Swim Team, I will abide by the following code of conduct:

1. Practice teamwork with all parents, swimmers & coaches by supporting the values of Discipline, Loyalty, Commitment & Hard Work.
2. As a parent, I will not coach or instruct the team or any swimmer at practice or meets (from the stands or any other area) or interfere with coaches on the pool deck. Any communication with the coaching staff will occur either prior to the start of a coaches shift, after the conclusion of his/her coaching day or via email.
3. Demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials & the coaches at meets & practices.
4. Maintain self-control at all times & know my role.

Swimmers – swim
Coaches - coach
Officials – officiate
Parents –parent

5. Enjoy involvement with the SSSC Swim Team by supporting the swimmers, coaches & other parents with positive communications & actions.
6. During competitions, questions or concerns regarding decisions made by meet officials are directed to a member of our coaching staff only.
7. As a parent, I understand that criticizing, name-calling, use of abusive language or gestures directed toward the coaches, officials, &/or any participating swimmer will not be permitted or tolerated.
8. As a parent, I will strive to ensure that my athlete is on time to practices, meets and has proper gear and equipment.

I understand and agree to the above terms and conditions of the Sandpoint Sharks Swim Club in exchange for the privilege of my child(ren), registered with this agreement, to participate in the activities and swimming program of the Sandpoint Sharks Swim Club. Your signature at the end of this handbook will be your acknowledgement of this parent code of conduct.

Should I conduct myself in such a way that brings discredit or discord to SSSC, or USA Swimming I voluntarily subject myself to disciplinary action. SSSC maintains the right to terminate any membership with/without cause in the interest of our vision, mission and objectives.

SSSC maintains the right to terminate any membership with/without cause in the interest of its vision, mission and objectives.

Parent/Guardian Signature _____ Printed Name _____

Athlete's Printed Name _____ Date _____

Appendix C

Swimmer Code of Conduct Contract

As a swimmer & member of the Sandpoint Sharks Swim Club (SSSC) Swim Team, I will abide by the following code of conduct:

1. I will conduct myself with dignity and respect for others and for the property of others.
2. I will be on time for practice, training sessions, and meets.
3. I will comply with all team rules.
4. As a matter of team pride and courtesy to meet hosts, pool facility operators, and janitorial staff members, I will leave the SSSC team area in a neat and clean condition at the conclusion of each practice session. I understand this also applies to pool locker/rest rooms, bleacher areas, pool decks, etc.
5. I will practice and teach good sportsmanship.
6. I will promote positive team spirit and morale.
7. I will offer congratulations and encouragement to his/her opponents.
8. I will support my teammates at practice and at competition. Working together as a unit will benefit each team member and is an important part of SSSC spirit.
9. I will follow verbal directions of the coaching staff. At no time will disrespectfully attitudes by any swimmer be tolerated.
10. I will respect the rights and space requirements of other groups using the swimming facility.
11. I will follow the Code of Conduct at home, at away events and at any event where SSSC is represented.

Prohibited Behavior:

I understand that at no times will the following be accepted:

1. Use or possession of any illegal substance (i.e. alcohol, drugs, tobacco).
2. Destructive behavior.
3. Inappropriate or unruly behavior, including fighting or striking another athlete.
4. Inappropriate language (swearing or derogatory comments) or lying.
5. Stealing and vandalism.
6. Bullying or isolating another swimmer.
7. Interference with the progress of another swimmer during practice or at any other time.

Consequences for Violation of the Code of Conduct:

This code shall be in force for all SSSC swimmers during practice, during swim meets, and at events sponsored by, or in which, SSSC Swim Team is represented. Disciplinary actions can range from, but are not limited to; reprimands, repetitions of a drill, pushups, etc., being sent

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home from practice or meets at the parents' expense, expulsion from the team, being barred from competition, or receiving any other disciplinary action that the Head Coach or Board deems necessary if a member fails to adhere to the Code in part or in whole.

Expulsion: Coaches may suspend a swimmer from practice for disciplinary reasons for a maximum of three days. Coaches may also recommend to the board that a swimmer be expelled from the club if in his/her judgment, the swimmer is unable to conform to the disciplinary guidelines established for swim practice and club participation.

Safety and Behavior

The Sandpoint Sharks Swim Club board of directors reserves the right to terminate the membership of any individual whose behavior places the SSSC in an unfavorable light or jeopardizes our participation in any pool use or sporting event. All swimmers are expected to demonstrate good sportsmanship and act as appropriate ambassadors for the club. They should act as role models for other swimmers at all times.

Athlete's Signature _____ Printed Name _____

Parent/Guardian Signature _____ Printed Name _____

Date _____