

HANDBOOK FOR TADCASTER SWIM SQUAD



Joining Tadcaster Swim Squad

Congratulations on being invited to join the Tadcaster Swim Squad. The information in this pack should provide you with all the information you need to become an active member of the Tadcaster swim squad.

Joining pack

The first thing you need to do is to formally join the swim squad. The squad membership secretary will provide you with a membership pack which will contain the following:

Squad membership form	This sets out details of the current squad fees and asks you to complete details for the swimmer joining the squad and for a parent supporter member.
ASA membership form	When you join the squad you also need to join the Amateur Swimming Association. All squad swimmers are expected to join the ASA as a category 2 member which enables the swimmer to compete in galas licensed by the ASA. The ASA also requires a parent to join as a supporter member. You need to fill in all the forms provided using BLACK ink. Once the forms have been processed by the ASA you will receive an ASA membership form stating your ASA membership number.
Photo permission form	We sometimes take photos at galas or use video as a training aid. Under the ASA rules we have to ask your permission to do this. Please complete the form provided to say whether you do or do not agree.

You need to complete all the forms provided within the membership pack and return these, along with a cheque made payable to Tadcaster Swim Squad for membership fees, to the membership secretary. It is important that you do this as soon as possible so that you can formally become a member of the swim squad.

If you are unsure who to speak to then please ask at the pool reception and they will be able to point you to a squad committee member who will be able to help you.

Supporter Members

As well as the named swimmer joining the swim squad a parent must also join the squad as a supporter member. You will need to provide contact details for the supporter member and these contact details will be used to distribute relevant swim squad information to you.

Fees

On an annual basis you will need to pay membership fees to both Tadcaster Swim Squad and to the ASA. These fees are due in January each year and you will be notified when the fees are being collected by the membership secretary. The initial fees due will be set out in your joining pack.

On a monthly basis you also need to pay coaching fees and pool hire which cover the provision of coaching staff and pool time by the Tadcaster Swimming Pool Trust. Fees are due on the first day of each month and need to be paid directly to the Tadcaster Swimming Pool Trust by asking to pay swim squad feeds at the swimming pool desk. Please pay your coaching fees promptly; under the club constitution you may be asked to leave the squad if you get behind with your payments. The option of paying by direct debit is available; please see the pool for further details.

The Squad Groups

Swimmers are grouped by ability with some consideration of age so that most swimmers swim with other swimmers around their own age and ability.

Squad sessions

The core squad training sessions are as follows:

Wednesday	Group C Early 5pm to 5.45pm	Group C Late 5.45pm to 6.30pm	Groups C+,B and A 5pm to 6.30pm
Friday	Tadcaster Swim Squad Foundation 5pm to 6pm	Group C Early 6pm to 7pm Group C Late 7pm to 8pm	Groups C+,B and A 6pm to 8pm
Saturday	All 7:30am to 9:00am		
Sunday	Group C Early 5pm to 5.45pm	Group C Late 5.45pm to 6.30pm	Groups C+,B and A 5pm to 6.30pm

There is an additional session available to coach invited swimmers at different times during the week, you will be notified of these when your swimmer is invited.

Equipment

During swim squad sessions some specialist equipment will be used including kickboard, pullbuoy, hand paddles and flippers. All this equipment is available to use on the poolside but some swimmers prefer to buy their own equipment.

If you want to buy your own equipment please speak to the committee member responsible for kit as they will be able to sell you the correct equipment at very competitive rates from the squad kit shop.

We also have some swim squad branded kit such as t-bag shirts (quick drying so excellent for wearing on the poolside at galas), additional squad hats, drinks bottles and kit bags. If you would like to buy any squad kit please speak to a member of the committee at the pool.

While you are a Swim Squad Member

Code of Conduct

The swim squad has a code of conduct that all swimmers are asked to adhere to. You will be given a copy of the code of conduct as part of your membership pack when you join the club and you are expected to sign to show that you have read the code and will adhere to the code at all times.

The code sets out the standards of behaviour expected from all squad swimmers on the poolside, in the changing rooms and when attending galas. The code also sets out the system used to issue warnings to swimmers if they behave badly. Ultimately a swimmer can be excluded from the squad if they continue to behave badly even after being warned by the squad.

If you require a copy of the code of conduct please ask a member of the committee.

Attendance at swim squad sessions

- Attendance expectations

All swim squad members are expected to attend most of the core training sessions on a monthly basis. Allowances are made for illness, holidays and school events such as exams.

Attendance is monitored by the coaching staff and by the Swimming Pool Trust. If a swimmer's attendance falls below an acceptable level you may be approached by the Pool Trust so understand why attendance is low and to see if alternatives exist outside the squad which may suit the swimmer better. There is a long waiting list for the swim squad and the Pool Trust will look to release a place within the squad to a swimmer on the waiting list if existing squad members are not attending regularly.

- Punctuality

All swimmers must arrive promptly for sessions. Swimmers should look to be at the pool and changed 5 minutes before the start of their session.

It is disruptive to other swimmers if people join a session late and coaches can refuse to let a swimmer join a session if they arrive late.

- Swim Caps

The swim squad likes ALL swimmers to wear hats when racing and during training sessions. You can purchase swim caps from any good sports shop, supermarket or the pool reception. Alternatively we have a stock of very distinctive squad hats which can be purchased.

- If a swimmer needs to leave a session early

If a swimmer knows that they need to leave a training session early then they should always inform the coach of this fact before starting the training session and ideally the parent should have informed the pool in advance.

- If a swimmer feels unwell during a session

If a swimmer feels unwell during a training session then they should speak to the coach who may decide, in conjunction with the swimmer, that they should leave the training session.

- Behaviour in the changing rooms

We expect all squad swimmers to behave in a responsible manner in the changing rooms as there may be members of the public in the changing rooms at the same time. In the past the squad has received complaints from the Pool Trust relating to throwing of water and shampoo, running around and the use of bad language. The

squad will not tolerate this type of behaviour and a swimmer who repeatedly misbehaves in the changing room may be asked to leave the squad.

Swimming in Galas

There are lots of galas throughout the year. Galas are split into different grades from Grade A for the most able swimmers through grade B to grade C for the slower swimmers. Some galas combine all the grades in one gala and are suitable for all the squad swimmers. Other galas require entry times to be met and entry conditions need to be checked before entering. If you are unsure about when to enter galas, how to enter galas or which galas are best for your child then you should speak to the squad gala secretary.

The squad expects all swimmers to compete in some galas such as the Jorvik meet. The coaching staff will regularly provide a list of the galas that they expect squad swimmers to compete in.

There will be a coach on the poolside at some of the galas we compete in otherwise it will be supported by a team manager (usually a committee member or a parent) to make sure that swimmers don't miss their events.

- How do you know if a swimmer is ready to compete in a gala?

Most swimmers are ready to swim in galas within six months of joining the squad although not all galas will be suitable. If you are interested in entering your child in a gala then please speak to the squad gala secretary who will be able to advise you of the best events to enter.

- Gala entry forms

Once you have decided to enter a gala then the gala secretary will send you the relevant information for that gala including, date, location, event schedule, entry fees, entry form and entry deadline date.

You should decide which events you wish to enter and fill in the entry form accordingly. You should return the form, along with a cheque (payable to Tadcaster Swim Squad) for the entry fees to the squad gala secretary.

The gala secretary will coordinate all the entries for the squad and will let you know once the entries have been confirmed by the event organisers.

- Entry Times

When you enter a gala an entry time is provided for each event entered. The squad retains records of all swimmers' times so you do not need to know their times. On the entry form indicate the events you want to enter and the squad will provide the times. If a swimmer does not have a previous time recorded for an event then this will be noted on the entry form and it is likely that they will be scheduled in one of the earliest heats of the event.

- What you need to take to a gala

Swimming costume, hat and goggles (plus spare of each if you have them).

Towel for the poolside

Warm clothing for the poolside such as a t-bag shirt or squad hoodie (clearly named).

Something to drink – it can be very dehydrating sitting on a warm poolside

Something to eat – you will need some easily digestible energy giving foods (see nutrition advice on the squad notice board).

- What to expect at the gala

Most swimmers really enjoy swimming in galas. In general all age groups swim the same event at the same time with swimmers being placed in heats based on

their entry times. This means that all swimmers get to swim against swimmers of a similar ability regardless of age group. However, it does mean that you can not tell who has won an event as swimmers in the same age group will have swum in different heats. You will have to wait for the results to be published to see how your swimmer has done. Results are usually published promptly by being placed on display in a prominent location at the gala. Results are often published within 24 hours of a gala.

- **Speeding tickets**

Speeding tickets are issued at some galas when a swimmer exceeds the fastest allowed entry time for an event. Speeding tickets are something to be proud of and many swimmers see them as a kind of 'badge of honour'. It certainly means that a swimmer has swum really well and exceeded their previous best time.

Time Trials

Three or four times a year the squad holds time trials. These are usually held between 6pm and 8pm on a Friday during normal squad pool time.

ALL SWIMMERS ARE EXPECTED TO TAKE PART IN THE TIME TRIALS.

The coaches will decide in advance what events will be swum and a notice posted on the squad board at the pool so that swimmers can indicate that they will be attending and when necessary indicate their stroke choice when 'own choice' has been indicated by the coaches.

Please sign-up promptly as the notice is used to create the heat lists prior to the event. On the night of the time trials all swimmers should be at the pool promptly at 6pm for a warm up before the events start.

Times will be displayed on the notice board after the event.

In order to run the time trials we need parental help to ensure that we have enough time keepers and swimmer organisers on the poolside. No experience is needed to help. If you would like to help please let a committee member know.

Club Championships

The squad also holds an annual championship in Nov / Dec time each year. This is a chance for all swimmers to compete against all the other squad members of the same age and there are some fantastic trophies to be won.

Notices about the club championships will be placed on the squad notice board well in advance so that as many swimmers as possible can compete.

Parental help

As mentioned above the squad needs lots of parental help to run events such as time trials and club championships. We also need help setting up the pool before and after squad sessions.

If you would like to help please speak to any committee member.

Fund raising

The squad committee regularly runs fund raising events. The squad provides funds for things like coach attendance at galas and team entry fees when the squad enters relay galas.

Please help to support these events as they are supporting your child in the swim squad.

When you leave the Squad

Transferring to another club

Swimmers sometimes need to leave the club due to house moves or simply to gain more pool time.

If you need to move to another club please speak to the squad membership secretary who will be able to provide you with the correct forms to move your ASA membership to your new club.

Leaving the squad

Swimmers sometimes decide that they no longer wish to swim with a club. If your swimmer decides to leave the squad you must notify the club that the swimmer has left. A simple email to the squad email address will be sufficient. The squad will let the Pool Trust know so that they do not continue to request monthly coaching fees from you.

Notifying the club that a swimmer is leaving allows the squad to offer the place to a new swimmer on the waiting list. At the present time there is a long waiting list of young children waiting to join the squad so we would appreciate a prompt notification if a swimmer decides to leave.

How the Swim Squad is run

The committee

There is a committee that looks after the everyday running of the squad including membership, galas, swimmer welfare and liaison with the ASA.

A list of all the committee members, along with their photos is displayed on the squad notice board at the pool so that you can identify the committee members should you need to speak to them.

The Squad Constitution

The swim squad has a constitution which sets out how the club runs. The Tadcaster squad constitution is based on a general constitution provided by the ASA specifically for small clubs like ours.

If you have time, it is worth reading the constitution as it sets out your rights as a member of the swim squad.

You should have been provided with a copy of the constitution when you joined the club but if you need to get hold of a copy please contact a committee member and they will be able to provide you with an electronic copy of the document.

How to contact the Swim Squad

If you need any information about the squad then you need to speak to a committee member.

You can do this in three ways:

- The committee will always try to have at least one member at the pool during every squad session – you should speak to the committee member at the pool and they will do their best to help you or get someone who can help to contact you directly.
- You can leave envelopes at the pool reception desk. This is particularly useful for dropping of things like gala entry forms and fees as you can leave things at any time the pool is open. Please make sure that anything you leave is in an envelope and is clearly marked for the attention of the swim squad.
- You can email the squad using the address tadswimsquad@hotmail.co.uk

Nutrition for Swimmers.

All keen swimmers and athletes whether they are young or more mature, should be healthy eaters. It is vital to fuel your body in the right way to maintain good health in the long term. Your body needs nutrients to repair muscles and replace energy.

Good nutrition is needed to support a child's health, growth, development and sporting performance. The correct diet will ensure a young athlete can sustain performance for longer, stay alert and recover quickly from training and competition.

The demands of a growing body, particularly in adolescence, means that swimmers who eat too little could be at risk of poor bone growth and delayed maturation. This is why the active young person should keep energy levels up by eating little and often.

Complex carbohydrates should provide 50-60% of the young person's calorie intake. These are found in whole grain products-cereals, breads, pasta, brown rice, potatoes, sweet potatoes and beans.

In addition to this, young swimmers are less able to regulate their body temperature than adults, nor do they tend to drink without prompting. If a young person waits until they feel thirsty before they drink, they may already be dehydrated. Special attention should be paid to fluid intake and a drinks bottle **MUST** be brought to every training session.

Whether you swim competitively or simply enjoy the rigours of regular training, your diet plays an important part in your performance in the pool. It is possible to tune your eating habits to boost your swimming performance, both in training and in competitions. The following tips are suggested by the ASA.

NB. WE HAVE SEVERAL MEMBERS OF THE SQUAD WHO HAVE FOOD ALLERGIES SO PLEASE DO NOT BRING NUTS OR NUT CONTAINING SNACKS TO TRAINING OR COMPETITIONS. EVEN SMALL TRACES CAN PRODUCE DANGEROUS REACTIONS.

IDEALLY, MEMBERS OF THE SQUAD SHOULD NOT SHARE THEIR FOOD, DESPITE THE GOOD INTENTIONS BEHIND OFFERS TO SHARE.

Exercise Meals

If you are due to go swimming or training later on in the day try to eat an exercise friendly meal 2-3 hours before. Ideally this means keeping the carbohydrates: protein ratio about 60:40 and keeping saturated fats to a minimum.

- Examples Baked potato with beans, sweetcorn or chilli, only a small amount of cheese and eat the skin!
- Pasta-minimal cheese again, add loads of veg and tuna is a great source of energy.
- Beans on toast-make the toast wholemeal and it's even better!
- Scrambled eggs on toast-if beans aren't your thing.
- Chilli con carne-lean mince and brown rice is best (no tortilla chips!)

Pre-Training Snacks

Don't train on an empty stomach. Your performance will be impaired and you'll feel unwell.

Have a snack 1-2 hours before training but keep it healthy.

- Examples Fresh fruit, dried fruit, cereal bars, low fat yoghurt, wholewheat cereals or toast.

AND DON'T FORGET TO DRINK PLENTY OF STILL FLUIDS AT ALL TIMES.

YOUR BODY NEEDS TO BE HYDRATED OR YOU WILL FEEL LIGHT HEADED,

YOU COULD FAINT, GET CRAMPS AND YOU WILL GENERALLY NOT FUNCTION AT YOUR BEST!

EATING DURING COMPETITIONS.

When you're preparing to swim in a competition at any level pay special attention to your diet, from the day before to the day itself. Why not rehearse your routine in training so you know what works for you?

The Day Before

Keep exercise to a minimum the day before the event, eat meals and snacks high in complex carbohydrates to keep your energy stores topped up. Eat and drink little and often, avoid big meals and eating late in the evening.

The Morning of the Event

Don't swim on empty. Even if you feel sick with nerves, make yourself have breakfast-something easily digestible e.g. cereal, porridge, fruit and yoghurt, toast.

If you really are struggling, try a milkshake, smoothie or yoghurt drink.

Snacks between Heats

Try to eat straight after a swim to give yourself as much time as possible to recover before your next swim.

Avoid high fat and high sugar foods-they give short lived highs but offer no benefits.

If you can't manage to eat, try sports drinks, flavoured milk or diluted fruit juice to replenish your energy stores and help aching muscles recover.

Examples of good snacks	Pasta salad
	Sandwiches-chicken, tuna, banana, cheese and salad
	Bananas, grapes, apples, plums, pears
	Dried fruit-raisins, mango, apricots
	Smoothies
	Crackers or rice cake with bananas/honey
	Mini pancakes
	Cereal bars
	Yoghurt/yoghurt drinks
	Vegetable crudités-carrots, peppers, cucumber, celery

