



Team Handbook

Windsor Middle School Swimming and Diving Team 2019

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Important Links:

WMS Swimming: <https://wms.weldre4.org/athletics/swimming>

WMS Athletic Handbook: <https://wms.weldre4.org/athletics>

Introduction

Welcome to the Windsor Middle Swimming & Diving season. This handbook has been prepared to answer questions that you may have. After reading this, if you still have questions or concerns, please contact one of the people listed above. Additionally, do not hesitate to contact us at appropriate times during the season.

Middle School Swimming Philosophy & Background

The primary focus of our program is to provide an opportunity for *all* participants to experience high school style swimming in a supportive, introductory, environment. WMS swimmers and

divers have a wide range of experience and backgrounds. Some individuals are swimming or diving for the first time, while others are accomplished club athletes. Swimmers need to be able to swim two lengths (50 yards) of the swimming pool to join; Divers should be able to perform a front dive from the diving board and swim to the side of the pool unaided. Since diving utilizes the boards, we have to limit the number of participants in diving to be able to manage the practices. This will be at the discretion of the diving coach(es).

****Please note:** due to the size of our team and event entry restrictions there may be meets in which some athletes may not participate. In the event that team size does not allow all athletes to participate in each meet, three squads will be formed: Varsity, JV1, JV2. Varsity level athletes will participate in all meets; JV1 and JV2 squads will alternate meets. Assignment to the regular-season squads does not necessarily dictate assignment to Varsity or JV squads for post-season culminating meets.

Registration/Physicals

All swimmers will be required to have a sports physical, insurance, and a \$45.00 participation fee by the 1st day of practice. Physicals and fees may be submitted during registration. Please pay registration fee to the WMS front office.

Coaches and Parents

The coaching staff assumes responsibility for overseeing day-to-day practices, team activities, and swim meets. However, parent volunteers are a vital link towards making Windsor Swimming what it is. Every time we have an activity away from the pool, host a swim meet, or decorate lockers before a swim meet, parent volunteers are there, helping us out. We cannot provide any of these activities without parent help. If you are interested in becoming the Head Parent Coordinator, or just want to volunteer please let Coach Moon know.

Equipment

For practices, swimmers/divers need:

- (1) **Swimsuit** – can be any type/brand/color (2-pieces & baggy suits discouraged)
- (2) **Swim cap** (*mandatory for swimmers with longer hair*)
- (3) **Goggles** (swimmers only)
- (4) **H₂O bottle** – should be filled with water or sports drink (no pop at practice, please!)
- (5) **Towel or “Sammy”**

For meets, swimmers/divers need:

- (1) **Swimsuit** – team suit recommended. It is not advisable to wear meet suit for practice.
- (2) **Swim cap** (*see above*) – swimmers wearing a cap *must* wear team cap.
- (3) **Goggles** – some swimmers prefer to wear a different meet pair.
- (4) **Towel or “Sammy”**
- (5) **Snacks** (optional) – Sports drink and healthy snacks (not messy, please)

Team gear, detailed below, is available for purchase at the beginning of the season only. More information will be available at practice during the first and second week. We generally need to meet a predetermined minimum when ordering equipment.

Team T-Shirts are *strongly* recommended. T-shirts are a fun and cost effective way for everyone to represent the team. Parents and family members can also order the team shirt from the MI Sports team link.

Team Caps are *required* for all swimmers who wear caps during competition. This allows the coaching staff to quickly and easily identify team members at swim meets (and also complies with competition uniform rules). One team cap will be given to your child at no cost. Because we cannot print an additional round of caps, it is strongly recommended that you purchase a second cap in case of breakage, loss, etc. Because caps can wear out, athletes should not use team caps during practice.

Team Suits are *recommended* for Windsor swimmers and divers. The WMS suit is solid black with the team logo applied. To obtain a team suit, you simply need to purchase a solid black suit of your choosing before the deadline mentioned at practice. MI Sports will be applying the logo – if you purchase your suit there (recommended), they will hang on to it, then screen all team suits at the same time. If you purchase your suit elsewhere, simply drop it off at MI Sports and let them know it is for a Windsor team suit. Except in the case of an emergency, athletes should not wear meet suits for practice.

Practices

Team practices are held on **non-meet days Monday through Friday at the Windsor High School Aquatic Center. Because we share pool time with Severance Middle School, we rotate between early (3:15-4:30) and late (5:15-6:30) practice times every week. Please see the attached schedule.** On late practice days, students can do homework in the library with Coach Moon. If your child is being disruptive to the library or other students in any way, they will be asked to leave.

Starting Friday, August 30th, beginner swimmers will NOT practice on Fridays. Once we have determined which swimmers will be impacted, Coach Moon will contact both the swimmers and their parents.

Please pick your athlete up no later than 10 minutes following the scheduled practice completion time – we cannot provide supervision after that time. Parents who are *habitually* late will be referred to the school for follow-up.

As this is a varsity sport, athletes are required to attend and fully participate in all practices. Absences may be excused for doctor appointments, illness, and family emergencies by notifying Coach Moon (in writing or via email) at least 24 hours in advance. Absences may not be excused for other sports, family vacation, etc. without prior coach approval. This policy may be modified slightly for club swimmers and divers who are currently participating in club practices in addition to middle school practices. Additionally, any student-athlete who is too sick to

participate in daily class activities will be assumed to be too sick to participate in athletics that afternoon.

Meets/Competition

Meets are generally held on Tuesdays at 4:00 or 4:30 PM. The JV Championship meet and the Varsity Championship meet are held on the last two Saturdays of the season. The coaching staff will determine which one of the two championship meets each athlete will participate in; this decision will be made and communicated to swimmers and divers prior to those meets.

All meets are conducted with high school rules; high school rules may vary from USA Swimming rules (depending on event). Girls swim odd numbered events, boys swim even numbered events. Athletes will be responsible for knowing this event list *prior* to competing in their first meet

There are two meet formats, JV/Short Format and Varsity/Long Format. We will use the JV format for the first two meets of the season, and the JV Conference. We will use the Varsity format for the last three meets of the season and the Varsity Conference.

Girls Event #	JV/Short Format Event	Boys Event #
1	200 Medley Relay	2
3	200 Freestyle	4
5	100 Individual Medley	6
7	50 Freestyle	8
9	Diving (3-dives)	10
11	50 Butterfly	12
13	100 Freestyle	14
15	200 Freestyle Relay	16
17	50 Backstroke	18
19	50 Breaststroke	20
21	400 Freestyle Relay	22

Girls Event #	Varsity/Long Format Event	Boys Event #
1	200 Medley Relay	2
3	200 Freestyle	4
5	100 Individual Medley	6
7	50 Freestyle	8
9	Diving (4-dives)	10
11	100 Butterfly	12
13	50 Butterfly	14
15	100 Freestyle	16
17	200 Freestyle Relay	18
19	100 Backstroke	20
21	50 Backstroke	22
23	100 Breaststroke	24

25
27

50 Breaststroke
400 Freestyle Relay

26
28

The coaching staff is responsible for selecting events for all athletes. Depending on the host pool and number of teams swimming, we can generally enter 3 athletes of each gender in each event. We will not enter an athlete in a particular event if we feel that they are not adequately prepared for it (skill or stamina). When assigning events, we try to carefully balance speed and opportunity to compete in each event. Unfortunately, we cannot always get every single athlete into a meet – in that event, we will try to notify the swimmer the day prior to the meet. If your swimmer/diver has a concern about event placement, it is *their* responsibility to discuss this with a coach. Because we generally create meet line-ups at least 24 hours in advance, unexcused absences from swim meets are not acceptable, and may result in dismissal from the team. *If you know that your athlete has a conflict and cannot attend a specific meet, please let Coach Moon know no later than the Thursday before the meet. If your son or daughter is ill the day of a meet, please contact Coach Moon by voicemail or email no later than noon.*

Bus transportation will be provided to and from all away meets. For away meets, the bus will return to Windsor Middle School where athletes may be picked up. Athletes should ride the bus both to and from all away meets! An athlete may be driven home from an out-of-town meet by their legal parent or guardian (*absolutely not a friend's parent/guardian*) provided the swimmer/diver is checked out physically by their parent or guardian at the meet. This is done by signature at the meet. Please also let Coach Moon know about this 24 hours in advance. Because of district transportation policies, there can be NO exceptions.

Team Rules

Attendance:

Athletes are expected to be on-time and present at all practices and events. Absences may be excused by phone or in writing to Coach Moon only – please do not contact other coaches/volunteers for attendance issues.

To participate in each meet, athletes must be present the day before each meet and should remain with the team for the duration of the meet.

For unexcused absences:

1 st unexcused absence:	Documented verbal warning
2 nd unexcused absence:	1 meet suspension
3 rd unexcused absence:	Dismissal from team

Sportsmanship/Conduct:

- We will adhere to all league and state ejection rules for contests and will allow coaches to make judgments on egregious violations of conduct policies.
- An athlete who is ejected from a game for unsportsmanlike conduct or fighting will not be allowed to participate in the next game.

- The second time an athlete is disqualified in the same sport or any other sport during the school year, the offender will be immediately dismissed from the team for the remainder of the season. Interscholastic participation by such individuals in subsequent school activities may be jeopardized and will be judged on a case-by-case basis.
- An ejection prevents a player from attending the next regularly scheduled contest as a uniformed team member. The offender is expected to show support and continue their role as a contributing team member, including attending any scheduled event during the suspension period, travelling with the team, etc.
- Any player who physically assaults an official, coach, player or spectator shall be immediately dismissed from the team for the remainder of the season and may be subject to criminal charges pending an investigation.

Academic Eligibility:

Windsor Swimming and Diving student-athletes are expected to be just that: *students* before *athletes*. Students must be passing a minimum of 6 classes (out of 7) each week in order to be eligible to compete. Any student falling below this benchmark will be deemed ineligible for competition occurring during that week (Monday-Saturday). Weekly eligibility will be checked through the school's Infinite Campus program. Additionally, students not passing at least 6 classes in the quarter preceding the competitive season may be considered ineligible for the first 4 weeks of the current season or quarter. With the exception of teacher error, suspensions due to academic ineligibility may not be appealed.

Team Expectations:

- The team's goals, welfare, and success must come before any individual.
- An athlete needs to consistently attend practice sessions.
- Team members must be receptive to coaching.
- Athletes need to remember that they are ambassadors and represent not only themselves, but also the coaching staff and the school.
- If injured, an athlete must report all injuries to a member of the coaching staff. It is vital that treatment is received and the proper rehabilitation program is followed in all treatment of injuries. If a coach is not made aware of an injury or medical condition that can severely injure or harm an athlete, the ability for the coach to help protect that student/athlete is greatly impacted.

Team Recognition

Following the championship meets for all the swimmers and divers, we will host a ceremony for our athletes. This year's ceremony will be held in the Windsor Middle cafeteria from 5:30pm to 7:30pm on October 10th. Dinner will be provided, but each athlete will be asked to bring a dessert or beverage to be shared by the entire team.

2019 Wizard Swimming/Diving Season Schedule

Date	Meet	Location/Time
Thursday, August 15th	Parent Meeting	Windsor High School Pool 6:30pm
Wednesday, August 21st	Intersquad Meet	Windsor High School Pool 3:15pm-5:15pm
Saturday, August 24th	WMS Swim Clinic with Windsor Wahoos Swim Club	Windsor High School Pool 9:45am-11:15am
Tuesday, August 27th	WMS @ Estes Park JV Format	Estes Park Rec Center 4:00pm
Tuesday, September 3rd	WMS @ Turner JV Format	Thompson Valley HS 4:30pm
Tuesday, September 10th	Walt Clark @ WMS Varsity Format	Windsor High School 4:00pm
Tuesday, September 17th	Erwin @ WMS Varsity Format	Windsor High School 4:00pm
Tuesday, September 24th	Severance @ WMS Varsity Format	Windsor High School 4:00pm
Saturday, September 28th	Junior Varsity Championships (\$) JV Format	Mountain View HS 9:00am
Saturday, October 6th	Varsity Championships (\$) Varsity Format	Mountain View HS 9:00am
Wednesday, October 10th	Team Recognition Ceremony	Windsor MSCafeteria 5:30 PM

(\$) denotes admission fee for spectators

2019 Wizard Swimming Practice Rotation

Week of:	Rotation:
8/12/19	Late
8/19/19	Early
8/26/19	Late
9/2/19	Early
9/9/19	Late
9/16/19	Early
9/23/19	Late
9/30/19	Early

Swim Practice:

	Monday - Thursday	Friday (Varsity Only)
Early	3:15 - 4:30 PM	3:15 - 4:45 PM
Late	5:15 - 6:30 PM	4:45 - 6:15 PM

Dive Practice:

Monday - Thursday	Friday
4:30 - 5:15 PM	No Practice