

Thank you for choosing Moon Valley Aquatic Club

Please read through this and let us know if you have any questions or concerns.

WELCOME!

Thank you for joining the Moon Valley Aquatic Club (MVAC) USA Swimming, USA Masters Swimming, and USA Diving Team! We are glad that you have selected our swim and dive program.

BEFORE YOU READ, PLEASE BE AWARE THAT ALL NEW SWIMMERS MUST PRESENT A COPY OF THEIR BIRTH CERTIFICATE IN ORDER TO REGISTER.

Team Goal: MVAC focuses on developing your child's full potential in this exciting and challenging sport. We emphasize stroke technique, physical endurance, speed, strength and mental preparation, as well as developing a healthy life style that will serve your child for years to come.

Mission Statement: Our mission here at Moon Valley Aquatics is to provide an environment in which our swimmers continue to improve and be very competitive while having fun and learning skills that will someday benefit them in a real-world setting.

The following packet will help familiarize you with the procedures and expectations we have here at Moon Valley Aquatics Club. Please keep it in an accessible place so that you may refer to it in the future as need be.

THE FIRST DAYS OF PRACTICE

The first few days or weeks of practice will be challenging for your child. If your child has not done much swimming in the past or participated in an athletic program, it will be particularly difficult. Expect your child to be hungry and exhausted when you pick him/her up after the first few practices. You may also note a healthy glow and more energy from your child. We suggest that you give your child a healthy snack, such as a sandwich, a piece of fruit or a sports bar of some kind at least an hour before practice, any closer than that and they may get an upset stomach during practice. This will help fuel them during practice. They also need to be drinking more water than usual since they are sweating out water while they are swimming. We also **require** swimmers to have a water bottle with them every day at practice.

Sore muscles are also to be expected the first few days or weeks. The best thing to do is help your child get extra rest and plenty of water. If the pain is severe, you may want to consult our team physician, Dr. David Ruby for advice.

The most important thing to do the first few days of practice is to be supportive and reassure your child that they will soon be used to the practices and that the minor discomfort of the first days will pass.

At Moon Valley Aquatics we are building a strong and competitive year-round team. We are a team that will take you to limits of your *potential*. If you are looking to prepare yourself for another team, please look elsewhere. Any swimmers that leave MVAC for another team may not be allowed to return. This will be considered on a case by case situation.

The following is required for USA team Members:

1. *USA athletic registration application.* The registration is attached to the back of this packet. Each swimmer will need to have one filled out. This registers the swimmer with USA Swimming and will allow them to practice and compete.
2. *Moon Valley Aquatic Club (MVAC) registration form.* The MVAC registration form is also attached to the end of this packet. This registration form allows the coaches to complete their database for more efficient administration of the team.
3. **A copy of the child's birth certificate will also need to be provided.** This is to ensure a quick and efficient registration of the athlete with USA Swimming.

Fee Schedule and Accounts are as follows: (Pending committee approval in early Sept. '06)
Billing changes effective *September 1, 2006.*

We are going to go to a flat billing system. **All** of your billing will occur through the country club. This is in an effort to streamline and centralize our billing.

Monthly Dues:

These are your monthly swimming dues. You will be billed at the beginning of each month per swimmer. Your bill will be sent out the on the 3rd of following month. Any swimmer who has not paid their bill with 60 days of billing will be suspended from team organized activities pending payment in full of the current bill.

Nonmember rate for Silver, Gold, and Senior Groups: **\$70**
Member and Bronze and Master group rate: **\$55**

Leave of Absences:

Leaves of Absence may be taken for up to 3 months per year. Any and all Leaves of Absence must be submitted in writing or email to the Head Coach. No other form of notification is acceptable. Your swimmer **will** be billed unless the leave of absence is submitted at least 2 weeks prior to the beginning of the month, medical and emergency considerations withstanding. Swimmers will be put into inactive status, but still be on the roster once a leave of absence has been established. A reactivation fee of **\$20** will be charged to the swimmer's escrow account when the swimmer returns.

Annual fees:

Family Fee:

This is a fee that is split into thirds and billed every 4 months, October 1st, February 1st, and June 1st. The family fee is used for upgrades to team and facility equipment as well as for coach and official training and travel expense.

\$120 per nonmember family **\$100** per member family

The family fee will be prorated to 2/3 if joining the team after February 1st.

USA registration fees for 2006:

\$51 per swimmer to be billed in *August* or *at time of registering* with MVAC. USA registration takes place September 1 and will be good from September of the current year through December 31 of the following year.

Escrow accounts:

This account is a revolving account used by MVAC to pay for your swimmers' meet entry fees and equipment. You will be charged an initial sum of \$50 per swimmer. Subsequent bills will see charges to keep this account at \$50 per swimmer. Upon leaving MVAC this \$50 account is refundable. The team treasurer and coaches will provide a statement of what activity occurs with each swimmer's account each month which will be mailed with your Moon Valley Country Club statement. If you have any questions, please let the treasurer or coaches know and we will look into any discrepancies.

Late fees:

Late fees will be charged by the country club if your account is not paid by the end of the month. Please keep current on your payments as failure to do so could lead to the swimmer being suspended from practices and meets.

PAYMENTS

Monthly dues will be billed by *Moon Valley Country Club*. You will receive your bill in the mail and you will need to return your bill via mail or the drop box located at the fitness center desk. Please do not give payments to the coaches or aquatics staff.

COMMUNICATION – VERY IMPORTANT!

Communication on a team like this is very important and we have many ways to keep in touch with you.

Internet- MVAC has a web site (construction in progress). This is the first place to check if you have a question. The site is will be updated fairly regularly and will contains info on practice times, meets, and lots of other things you need to know or may want to know. <http://www.moonvalleyaquatics.net>

As of August 1st, 2006, the website is under reconstruction. Please speak with the coaching staff for when the website will be up and running again.

Swimmer's Files – These are personal files of the swimmers located in the office. Papers will be given out randomly so the files should be checked weekly at a minimum. Current swimmer times, order forms, meet awards, notes to swimmers and parents are typical items to be placed in swimmer files.

Coaches' Files – These give you the chance to communicate with us, and are located above the swimmers files. Any papers that need to be turned in, can be placed here in the appropriately labeled file. The treasurer's file folder is here as well, if you need to reach her directly.

Bulletin Board – This board contains all-important information concerning practices, meets and any other upcoming events. This should be **checked daily!**

Email – We like to have the email addresses of all the swimmers and parents for mass communication. A monthly newsletter will be written by the 15th of each month. This is also a good place to find answers to your most likely questions. We check our email frequently, so we will get back to your emails quickly. You may reach us at MVACcoach@cox.net.

Phone – You may reach us at the phone in the office, (602) 375-4489. This is also good for emergencies and quick questions. If you are missing practice or wish to talk to one of the coaches about a personal matter, this would be appropriate. However, since we are on deck quite often, you most likely will not reach us. Instead leave a message and we will call you back. Another good phone number to use is Coach Brad's Cell **(602) 989-2905**. I will be glad to speak upon any matter as long as it is not during practice times.

Office – We are available before and after practice to talk to you in person. Please allow enough time so that it does not interfere with practice. **Please do not approach us on deck while we are coaching. It is distracting to the swimmers and coaches and neither will have our full attention.**

ILLNESSES

Coaches should be informed about **any** illnesses or injuries of the swimmers, so that we may be aware of their possible absence or necessary alterations to the swimmer's training.

Many physicians suggest swimmers to abstain from practice when injured, others do not regardless of the seriousness of the injury. If you need a reference to a good sports physician for a second opinion, please see one of the coaches no matter the perceived severity of the injury. We have a team physician in **Dr. David Ruby**. We would be happy to schedule time with him to check out any injuries or illnesses.

Good stretching, easy warm-ups before practice and long cool-downs after practice will help prevent some injuries. Please adhere to coaches' instructions.

It is also important for parents and swimmers to inform the coaches of any outside problems that may be distracting (i.e., school work, personal problems, etc.) to their full swimming potential. Please bring these issues to us before or after practice times.

PARENTS ON DECK

We welcome parents on deck to observe practice from time to time, but from a distance. Parents are asked to sit on the west side of the pool near the building. *Please refrain from approaching a coach during practice.* We would enjoy speaking with you AFTER practice is over.

We also ask that you avoid your own 'coaching' of the swimmers, as it can become very confusing for swimmers to have two 'coaches' (parent and coach). The results are almost always better when parents restrict their input to support and encouragement, and allow the coaches to provide the technical direction.

PRACTICE

We do not have a required number of practices that the swimmers must attend during the week or month for the age group swimmers. Senior swimmers are expected to attend **80%** of practice sessions a month including any dry land activities. However, we do want swimmers to keep a good attendance record, especially if they plan on improving. ***Improvement in swimming is directly related to your attendance and effort.***

We do understand that kids and parents have busy schedules. Please let us know if there are certain days that your child may be regularly missing during the week. There is a practice schedule poster on the bulletin board outside of the coach's office. The schedule is subject to change at any time, although we do our best to keep it the same. The times may change from season to season, so it is the **responsibility of the swimmer to check the bulletin board for changes to the schedule daily.**

Please be sure your swimmer(s) is/are **on time for practice**. If they are arriving late or will be getting out early, we will need a parent to come out on deck or a parent phone call confirming this. A written note is not acceptable. **Swimmers are expected to be ready to swim and behind their lanes at the designated start time. Changing and other preparations need to be done before practice starts.**

The locker rooms are available for the swimmers to change quickly before practice. Please remind your swimmers that the locker room is **not** the property of the swim team and all personal items must be inside a locker or on the deck of the pool, **no exceptions**. The country club provides towels for its members, **not for MVAC**. Please bring your own towels to practice, member and non-member alike.

Swimmers are expected to fully participate in practice. If there is excessive sitting out, the swimmer will be given the option of continuing to swim or getting out. Parents will be contacted if the swimmer gets out for this reason. MVAC's workouts are not as long as some other teams. We rely on intensity during practice. Sitting out during practice is counter to that philosophy.

No swimmer shall interfere with the progress of other swimmers either in or out of the pool. They will be dealt with outside of practice.

CONDUCT

Inappropriate language and behavior will not be tolerated during practice or at any other time by a member of MVAC. Abusive language is unnecessary, offensive and does not belong at the pool, on deck, in the locker room or at meets. A swimmer will be asked to leave if this type of language is heard by one of the coaches or swimmers. If this type of language is persistent, we will have to consider the swimmer's status on the team.

Respect is required and expected for other swimmers, coaches and the facility. **No exceptions.**

TRAINING GROUPS: Swimmers will be placed based according to ability, not age.

Bronze: These swimmers will learn the fundamentals of each stroke. Ages generally range from 6-12. We will learn more about basic swimming knowledge such as reading the clock and specific sets. Coaching will have some elements in the water, but will be done primarily from the deck. All swimmers in this introductory level should be able to swim each of the 4 competition strokes for 1 length (25 meters) of the pool. The distance will range from 800 to 2000 meters a day. Swimmers will be broken up by ability.

Silver: These swimmers know the basic fundamentals of swimming but still may need technique work as well. Age generally ranges from 8-15. We will spend much time on sets for technique and basic swimming knowledge to improve each stroke, starts and turns. Coaching will mainly be from the deck, but occasionally from the water. Daily distance swimming will range from 1500-4000 meters. These swimmers will have attained a minimum of 3 Arizona Regional Times for 10 & Under. We would *like* these swimmers to make a *minimum of 4* practices per week. The time standards and attendance policies are guidelines to acceptance in Silver and subject to coach approval.

Gold: These swimmers know the fundamentals and techniques of swimming for all four strokes as well as starts and turns. These swimmers generally range in ages from 11-18. At this level we will focus on maintaining and improving those previously learned swimming skills. Coaching will be mainly from the deck, but occasionally in the water for demonstration. Distance will range from 2000-5000 meters a day. These swimmers will have attained a minimum of 4 Arizona Regional Times for 11&12 year olds. We would *like* for these swimmers to attend a *minimum of 6* practices per week.

TRAINING GROUPS (cont.):

Senior: These swimmers must demonstrate a high level of swimming knowledge, dedication and skill. Distance and coaching location on deck or in the pool will be at the coach's discretion. Regular attendance is expected for all senior level swimmers, at least 7 practices per week. A minimum of 3 National BB Times for the 13-14 age group must be met.

Masters: These are adult swimmers who want to stay in good condition. We have all levels of swimmers in our master program. We can take you from beginning swimmer to advance competition swimmer. Please join us Monday thru Thursday mornings. Masters workouts range from 1000-4000 yards. Almost all coaching is done from the deck.

MEETS

Most of the meets we attend are here in the greater Phoenix area. You will receive information on these meets as soon as they are available. When the information is available to the coaches, the meet sheet will be posted outside the office door on the bulletin board along with entry forms. We will also post the meet flier on the website. ***Swimmers are required to turn in their entry forms to the aquatics office prior to the entry deadline on the meet flier. Verbal agreement is not enough. You must turn in an entry form if you wish to compete. NO Exceptions!***

** We will not call you the night of the deadline any longer to see if you wish to be in the meet. It is *your responsibility* to enter. **

We expect swimmers to participate in some meets. This is what you practice and train for. This is how you gauge how much you have improved. Other sports teams cannot do well without all team members; swimming is just the same. Yes, swimming is a team sport. Exceptions will be made for religious and family events and/or illness. If a swimmer chooses to not attend a meet after the entries have been sent, he or she will still be held responsible for payment.

It is the responsibility of the swimmer to get to their designated lane in enough time prior to their race. Programs available at the meet will inform you of the heat and lane, but we will not walk you there before your race (with the exception of young, new swimmers). Parents are encouraged to purchase a program and follow along with the meet to know when their child will swim. It is the parents' responsibility to help their child at the meet whenever possible. We encourage you to participate in your child's meet (timing, officiating, cheering, and chaperoning). The coaches appreciate it and your swimmer will appreciate it even more.

Maps to all meets will be posted on our web site.

Some meets may be out of the greater Phoenix area. These meets are selected for various reasons. Attendance is just as important. Further information will be given in more advance notice for these meets.

Most of the swim venues offer a snack bar, although the food selection may not be the best choice for your swimmer. Also, it is a good idea to bring your own chair and umbrella as well as several towels for your child. We have canopies to provide shade for the swimmers.

Any questions concerning meet results, an officiating call or meet conduct should be addressed to one of the coaches and we will direct it to the appropriate source. Please do not approach a meet referee or official. They are doing their jobs and not getting paid for it.

At the meets swimmers are asked to sit with the coaches and check in with them before and after each race for comments and feedback. Parents are welcome to join the team as long as **every swimmer has room in the shade**. Some meets are closed-deck, in which the swimmer must have a deck pass to enter the pool area. Do not lose this pass. Parents are asked to sit in the designated spectator's section and the swimmers on deck with their coach.

MVAC Equipment Checklist

All swimmers will be expected to have their required equipment at every practice. If they do not have their equipment, they will not be allowed to swim. It is disruptive to the team practice if some swimmers have incomplete equipment sets.

Members and Nonmember alike will be **required to bring a towel**. Our team is a guest of the country club and we need to do a better job of respecting the facility. The team will leave its swim bags on the scoreboard side of the pool and will have equipment bags behind the blocks prior to the start of practice. Water bottles need to be filled before the start of practice. We are no longer allowed to use the Styrofoam cups and must use our own water bottles.

If your swimmer(s) does not have the required equipment please fill out the order form on page 7 and we will charge your account and purchase the equipment. Delivery will take about 0-3 weeks more or less depending upon inventory and order status.

Bronze Team

- Swimsuit
- Goggles (2 pair)
- Fins
- Cap (girls)
- Swim Bag
- Towel

Silver Team

- Swimsuit
- Goggles (2 pair)
- Water Bottle
- Fins
- Paddles
- Cap (girls, 2)
- Mesh Equipment Bag
- Swim Bag
- Towel

Gold & Senior Teams

- Swimsuits (2+)
- Goggles (2+)
- Water Bottle
- Fins
- Paddles
- Cap (girls, at least 2)
- Nylons or Drag suits (2)
- Mesh Equipment Bag
- Swim Bag
- Towel

Team Swimsuits Male = TBD ; Female = TBD

Team Warm-ups: To Be Determined

Goggles On sale at Desk

Team Parkas \$130

Caps \$5

Team Towels \$40

Fins \$24

Drag Suits \$28

Paddles \$12

Water Bottles \$2

Mesh Equipment Bags \$12

Team Logo Swim Bags \$35 after 20 bags an order will be made.

Team T-Shirts \$10

MVAC TEAM EQUIPMENT: INTENT TO ODER FORM AND CHECK LIST

Name: _____ Date: _____

Team suit: _____ Male \$TBD size: _____ Female \$TBD size _____

Water Bottle: _____ \$2 Qty: _____

Team Caps: _____ \$5 Qty: _____

Fins: _____ \$24 shoe size _____

Paddles: _____ \$12 size _____

Mesh Equipment Bag _____ \$12 _____

Team Swim Bag _____ *not required* \$35 Name on Bag _____

Team T-Shirts *not required* \$10 size & qty _____; _____; _____

Team Logo Towels *not required* \$40 Indicate desire to order _____

Team Logo Warm-ups *not required* \$TBD Indicate desire to order _____ & size _____

Team Logo Parkas *not required* \$130 Indicate desire to order _____ & size _____

**Moon Valley Aquatic Club
Registration Form**

(Please Fill out ALL information as accurately and as legibly as possible)

Swimmer Information

Swimmer Information

Swimmer Information

Last Name: _____ Legal First Name: _____

Preferred Name: _____ Middle Name: _____

Address: _____ City: _____ Zip: _____

Home Phone: (_____) _____ Swimmer Cell : (_____) _____

Date of Birth: ____/____/____ Today's Date: ____/____/____ Age today: _____

Swimmer Email address: _____ Grade: ____ School: _____

Parent Information

Parent Information

Parent Information

Dad's Name: _____ Employer: _____ Work Phone: (_____) _____

Dad's Email _____ Dad's Cell Phone: _____

Mom's Name: _____ Employer: _____ Work Phone: (_____) _____

Mom's Email: _____ Mom's Cell Phone _____

Circle the days your child is involved in other activities that may conflict with swim practice.

Monday Tuesday Wednesday Thursday Friday Saturday

Child's other area of interest: _____

Child excels at: _____

Do you know how to work with computers? **Y N** Are you interested in becoming an official? **Y N**

Please Circle **Yes** or **No** to the following questions:

Yes No Is your child allergic to any medication? If yes, please list: _____
Yes No Does your child take any prescribed medication on a permanent or semi-permanent basis? Please list:

Yes No Has your child ever had a seizure or seizure disorder?
Yes No Has your child ever been treated for diabetes or hyperglycemia/hypoglycemia?
Yes No Is your child anemic?
Yes No Does your child have high blood pressure?
Yes No Does your child have any heart disease such as rheumatic fever, heart murmur, etc.?

Please list: _____

Yes No Does your child have kidney or liver disease?
Yes No Does your child have asthma?
Yes No Has your child had a hernia or ruptured disc?
Yes No Has your child had any type of head injury in the past three years?
Yes No Does your child wear glasses or contact lenses all of the time?
Yes No Does your child wear any type of dental appliance?
Yes No Has your child had any broken bones or fractures the past year?
Yes No Does your child have any type of medical condition that we should be aware of that could affect his or her practice or meet performance?

The answers to the previous questions have been answered truthfully to the best of my knowledge. My son/daughter does not have any medical conditions that would adversely affect his or her safety while in or around water. To the best of my knowledge my child is healthy enough to participate in an aerobic-based, competitive swimming program. Furthermore, I hereby authorize Moon Valley Aquatic Club coach staff, Moon Valley Country Club staff or designated adult chaperones to seek emergency medical attention for my child should the need arise while my child is attending practice or swimming competition not accompanied by me.

Parent or Legal Guardian Signature Date

Notary Public Signature Date