



Hammerhead Aquatics  
Parent & Swimmer Handbook



# Swim Club Handbook

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## **Introduction**

### **Welcome to Hammerhead Aquatics!**

Structured competitive and non-competitive swim programs for swimmers of all ages (from 5 years old to the Olympic Athlete) and all ability levels, in Fort Lauderdale, FL. This is a unique teaching, learning and training opportunity for swimmers to develop and maximize their potential. Hammerhead Aquatics swims at the Sunrise Middle School Pool and Northeast High School Pool. We are a member team of USA Swimming and the Florida Gold Coast Local Swim Committee.

### **Hammerhead's mission**

The Hammerhead Aquatics is a competitive swim team emphasizing both individual and club excellence in a positive, family oriented atmosphere with the goal of producing lifelong swimmers.

### **Privacy Statement**

Hammerhead Aquatics respects the privacy of its members. No information is shared with the general public. Email addresses are used only for weekly newsletters and team communication. Our email list is never sold or given to any other organization. Any family may also opt out of an online team directory, which may contain address and phone information.

### **Our Philosophy**

Our primary goal is to meet and exceed the expectations of our members. Would it be the team or less competitive members, we are here to support and help you develop!

When it comes to training, we are of the opinion that quality takes precedence over quantity. We build greater swimmers by focusing on the basics of the sport, and



working to perfect those, through effective, high intensity, lower yardage workouts. Further, instead of seeing a swimmer as an expert in one or two strokes, we help to develop our swimmers in all four strokes during these age-group years. We believe that this will best prepare them to succeed at age-group swimming and beyond. We believe our swimmers partner with us in developing a team we can all take pride in. We view Hammerheads ambassadors for our team. We expect them to conduct themselves as such, both in and out of the water.

We expect from our swimmers :

- Always do their best at practice
- Respect parents, coaches, teammates, officials, and swimmers from other teams
- Exhibit sportsmanship at practice and swim meets
- Take responsibility for their words and actions, their successes and failures

## **Team Structure, Placement and Requirements**

### **How to register?**

Prior to your registration, schedule an evaluation session with Head Coach Roman Gorelkov ([fourstrokesfl@gmail.com](mailto:fourstrokesfl@gmail.com)) to determine which competitive or noncompetitive group you might sign up for.

To become Hammerhead Club Team member after a successful tryout you have to go through registration process on our website at: [hmhusa.com](http://hmhusa.com)  
Click on the “USA Swimming” link on the main page and then “Join”, complete all forms and associated payments.



The Hammerhead Aquatics program is separated into practice groups providing individual training for competitive swimmers five years of age and older: Fundamentals, Skills, Juniors, Seniors.

Placement into groups is by recommendation of the coach during a tryout and subsequent trial week. Each group is designed to benefit swimmers who are grouped together by ability. The frequency, duration, and training intensity of practices define each group.

## Competitive groups

### Fundamentals 1

This is Hammerhead Aquatics entry-level group. Swimmers must be able to complete 2 lengths of the pool (50 yards) of a legal freestyle and backstroke, along with proper turns. Swimmers should also have some ability to perform basic breaststroke and butterfly.

Fundamentals is for swimmers ages 5-8 years old. The program focus of the Fundamentals is stroke development and teaching all four competitive strokes, starts and turns through positive reinforcement and immediate feedback. An important objective for this group is to develop a love for swimming through fun games and activities in the water. Swimmers are expected to continue developing self-discipline, respect for coaches and teammates, as well as age-appropriate social skills in a team environment.

**Entry requirement:** 1x50 Freestyle @n/a ; 1x50 Backstroke @n/a; Basic Breaststroke & Butterfly 25 yards each;

**Attendance:** We encourage attending three times a week; 75% minimum attendance.

**Swim Meets:** We encourage participation in intrasquad swim meets.

There are two (3) workouts offered each week for 1h each.



**Goals:**

1. Establish the swimmer in the freestyle with a correct bi-lateral breathing pattern
2. Establish the swimmer in the backstroke.
3. Introduction to the fundamentals of butterfly and breaststroke
4. Introduction to the fundamentals of the competitive racing start
5. Introduction to freestyle flip turns.
6. Introduction to the thrills of competitive swimming
7. Ability to complete a set of 6 x 50 yds. Freestyle on a 1:30 interval
8. The ability to swim the 50 yd. freestyle and backstroke legally.

**Fundamentals 2**

Fundamental 2 is for swimmers ages 7-10. In addition to all four competitive strokes the program emphasizes proper stroke technique, endurance, starts, turns, finishes and racing strategies through positive reinforcement and immediate feedback. An important objective for this group is to build a technique base for competitive swimming and begin work on aerobic development.

**Entry requirement:** Swim Freestyle 300 yards continuously; 6x50's Freestyle @1:30; 4x25's Legal Breaststroke & Butterfly @50; Legal turns and starts.

**Attendance:** We encourage attending three times a week; 75% minimum attendance.

**Swim Meets:** Mandatory participation at intrasquad swim meets. Additional meets are encouraged, but not required.

There are three (3) workouts offered each week, for 1 hour each.

**Goals:**

1. Establish the swimmer in the freestyle with a correct bi-lateral breathing pattern
2. Establish the swimmer in butterfly and breaststroke
3. The introductions of competitions beyond 25yds (50,100 & 200 Fr., 50bk, 50 breast, 50 fly)
4. Establish the competitive racing start, legal basic turns
5. Training load goal of a 2000yds/hour
6. Have a consistency in practice attendance
7. Ability to complete a set of 3 x 100 yds. Freestyle on a 2 min interval



## Skills 1&2

The program focus of the Skills group is on swimming biomechanics with attention to every detail in stroke refinement and racing techniques. The backbone of the structure is Individual Medley (IM) training. Hammerhead Aquatics believe the age group swimming focus should be to develop all-around swimmers. IM training addresses that effectively. Swimmers are assessed individually and attention goes into building around the strengths while, at the same time, diligently working on improving swimmers' weaknesses.

**Entry requirement:** Swim Freestyle for 15 min or 500 yards continuously; 6x100's Freestyle@2; 3x50's Backstroke, Breaststroke & Butterfly @1:30; Legal turns.

**Attendance:** We encourage attending four to five times a week; 80% minimum attendance.

**Swim Meets:** Mandatory participation at swim meets.

There are five (5) workouts offered each week, for 1 hour 30 minutes each.

### Goals:

1. The introductions of competitions in distance events like 500 yards and 1650 yards
2. The introductions of pace work
3. Completion of a legal 100 yd. individual medley
4. Enthusiasm for the sport of competitive swimming (the beginnings of internal motivation and not attending practice because mom/dad 'forces' them)
5. Establish the competitive racing start, legal individual medley turns.
6. Training load goal of a 3000-3500yds/hour
7. Have a record of consistency in practice attendance in the Skills Group.

## Juniors 1&2

The Juniors program focus is on all four strokes and Individual Medley (IM) refinement. Instruction will be given in starts, turns, transitions and finishes with attention to detail on all elements, including reaction time, flight, entry, and underwater work. The importance of underwater work is emphasized to match the demands of short course racing. At the base of the program is a cyclical annual



training plan crafted to peak the swimmers several times per year depending on meet schedule.

**Entry requirement:** Swim Freestyle for 20 min/1000 yards continuously; 3x100's IM @ 2; 3x100's Freestyle @1:30; 3x100's Breaststroke & Butterfly @2:00; Legal turns.

**Attendance:** We encourage attending five to six times a week; 85% minimum attendance.

**Swim Meets:** Mandatory participation at swim meets.

There are six (6) workouts offered each week, for 2 hours 15 minutes.

### Goals:

1. Ability to compete in the 50,100,200,500, 1650 freestyle events
2. Ability to compete legally in the 50,100, 200 (11+ years) in the non-free strokes: butterfly, backstroke, and breaststroke
3. Ability to compete in the 200 & 400 IM
4. Athlete's in this group are expected to attend 100% of the practices scheduled (80% > a 'Red Flag' of commitment). Lack of commitment to this group will have the athlete relegated to the 'Skills' group through the age of 14. After 14 we encourage the swimmer to consider another sport or perhaps swim "seasonal" during the 12-14 weeks of fall high school season with their prospective high schools if still interested in competitive swimming.
5. Meticulous attendance recorded
6. Enhance one's physical prowess with the ability to train at a rate of 1.5 K yards in a 0.5 hour period.
7. Enhance one's physical prowess with the ability to compete 15 x 100 on 1:30) interval embedded in their overall workout
8. Gain in internal motivation, maturity, communications, goal setting, respect for authority, intensive dryland completion and self confidence.
9. Attainment of 'BB' and Jr. Olympic Qualifying times.
10. Meticulous ATTENDANCE records will be kept. **Any athlete that falls below an 80% attendance rate will be relegated to a demotion.**

### Seniors 1&2

The Senior group consists of year-round swimmers, typically of high school age, who are very motivated and goal-driven. Swimmers entering this program have



significant swimming career achievements. At the base of the program is a cyclical annual training plan crafted to peak the swimmers several times per year depending on meet schedule. 400-1650 freestyle and 400 IM events are the benchmark for training. Training has wide emphasis on all energy systems, including lactate tolerance. There is a daily focus stroke refinement, starts, turns and transitions.

**Entry requirement:** Swim Freestyle for 20 min/1000 yards continuously; 3x100's IM @ 1:30; 3x100's Freestyle @1:15/; 3x100's Breaststroke & Butterfly @1:40; Legal turns.

**Attendance:** 90% minimum attendance.

**Swim Meets:** Mandatory participation at swim meets.

There are nine (9) workouts offered each week, for 2 hour 15 minutes each.

### Goals:

1. To see the individual athlete obtain their potential in their character and athleticism
2. Prepare an athlete to compete at the collegiate level if they so desire
3. Prepare an athlete for the bigger 'pool of life' where character separates one's greatest self-achievement from mediocrity.

**Attendance Requirement:** • 100% Practice Attendance expected to take your character & swimming to its full potential • When attendance falls below an 85% level a meeting with the Senior Coach will take place to address movement to another swim program that meets your needs.

**Exception:** Extended illness/injury obviously

**"Red Flags":** Continued "patterns" of missing & lack of efforts & solid attitudes Lack of Solid Efforts of Exertion ("Trying" {perceived exhaustion & repeat times monitored by coach}, patterns of getting out during 'Main Sets' for repetitive excuses is NOT a SOLID EFFORT)

**Situations & Sanctions:** • Lack of consistency in practices, communications, and efforts will cause relegation to the 'B' squad of the group



- **90% Attendance Not Reached** – Removal from Senior Group with suggestion of moving to a team that will meet that new team's attendance requirements which may be more to that swimmer's liking and less stringent standards

### **Registration**

Prior to your registration schedule a tryout with Head Coach Roman Gorelkov ([fourstrokesfl@gmail.com](mailto:fourstrokesfl@gmail.com)) to determine which competitive group you might sign up for.

To become Hammerhead Club Team member after a successful tryout you have to go through registration process on our website at: [hmhusa.com](http://hmhusa.com)

Click on "Swim Team" link on the main page and then "Join", complete all forms and associated payments. Hammerhead Aquatics keep the right to assign you to any swimming group, making a decision based on our experience.

### **Attendance**

Attendance is taken and calculated by the coaches, if actual attendance is lower than requirements for a particular competitive group, coaches will contact a parent or legal guardian and have the right to move a member to different groups.

### **Gear**

It's mandatory to have your equipment at every practice.

Every club member has to have their own gear including, but not limited to:



Fundamentals 1&2	Skills 1&2	Juniors 1&2	Seniors 1&2
Water Bottle	Water Bottle	Water Bottle	Water Bottle
2x Goggles	2x Goggles	2x Goggles	2x Goggles
Team Swim Cap	Team Swim Cap	Team Swim Cap	Team Swim Cap
Fins (not Scuba)	Fins (not Scuba)	Fins(not Scuba)	Fins(Not Scuba)
Kick Board	Kick Board	Kick Board	Kick Board
Front Snorkel	Pull Paddles	Pull Paddles	Pull Paddles
	Pull Buoy	Pull Buoy	Pull Buoy
	Front Snorkel	Front Snorkel	Front Snorkel
	Tempo Trainer	Tempo Trainer	Tempo Trainer
			Parachute
Signed Mesh Bag	Signed Mesh Bag	Signed Mesh Bag	Signed Mesh Bag

All equipment can be purchased in Hammerhead Aquatics store.

### Monthly swim team fees

Hammerhead Aquatics fees are based on a yearly **contract ending** on August 31st. **Annual \$150 registration fee applies to all members.** All monthly charges are made on the 1st of every month:

Fundamentals 1 - \$105

Skills- \$130

Juniors - \$150

Seniors - \$175



Discount of 10% will be given to the third child in the family.  
Fees may vary, please look for the most up to date fees on our website:  
[hammerheadusaswimming.com](http://hammerheadusaswimming.com)

### **Late pick-up policy fee**

Please plan to be at the pool 15 minutes prior to the end of your child's practice.

If you are late next pick-up fees will apply to your account:

1. First 5 minutes: Automatic flat \$10.00 late fee is charged
2. After 5 minutes: A \$1.00 per minute late fee is charged
3. Example #1: If a child is picked up two minutes late it is a flat \$10 late fee.
4. Example #2: If a parent/guardian arrives at 6:12, the charge is \$10.00 for the first 5 minutes, and \$7.00 for the additional 7 minutes. Total late fee charge would be \$17. (Only one charge per family of multiple children).

### **Late Payment Fee**

A late payment fee (a late charge) is charged to a member who misses paying their minimum payment by the payment deadline. In order to avoid late fees, ensure that you pay at least the minimum amount by the due date.

### **Make-ups, refund and weather policy**

There will be no refunds, credits or make-ups for any missed practices. If your child has a medical reason for missing practice for the duration of two weeks or more, please contact Aquatic Director - John Grzeszczak for assistance, (a doctor's note



will be required). There are no refunds, credits or make-ups for missed classes due to reasons out of Hammerhead Aquatics control.

Practices in outdoor pools will be canceled if the threat of lightning exists within 10 or less miles away. Decisions are based on WeatherBug App and MyRadar App.

If practice has to be canceled due to severe weather, the Head Coach will send out notification in the Remind App.

### Swim Meets

Swim meets are a great family experience. They're a place where the whole family can spend time together.

Listed below are some guidelines geared to help you through your first couple of swim meets. If you have any questions, please ask your coach.

- Arrive at the pool at least 15 minutes before the scheduled warm-up time begins. This time will be listed in the meet information handed out to all swimmers and also in the team newsletter.
- Upon arrival, find a place to put your swimmer's blankets, swim bags and/or sleeping bags. The team usually sits in one place together, so look for some familiar faces.
- Find the check-in place. Usually, parents are not allowed on deck so this may be the responsibility of your swimmer or your swimmer's coach. Make sure your swimmer checks in with his or her coach! Check for special posted instructions in the check-in area.
- Usually one will need to circle the swimmer's name or "#" before each swimmer's name, in each event he or she is swimming, that day. If this is not done, the swimmer will not be allowed to swim in that event. Check-in is required so that the people running the meet know who is actually at the meet. After check-in, the meet administrators "seed" the swimmers into heats. Heat and lane assignments will be posted, so be sure your swimmer knows where to look!
- Sometimes the meet is "pre-seeded" and no check-in is required. You and your swimmer can find heat and lane assignments by purchasing a program.



Once "checked in", write or have the swimmers write each event-number on his or her hand in ink. This helps him/her remember what events he/she is swimming and what event number to listen or watch for.

Your swimmer now gets his/her cap and goggles and reports to the pool and/or coach for warm-up instructions. It is very important for all swimmers to warm-up with the team. A swimmer's body is just like a car on a cold day-he/she needs to get the engine going and warmed-up before he/she can go all out.

After warm-up, your swimmer will go back to the area where his/her team is sitting and wait there until his first event is called. This is a good time to make sure he/she goes to the bathroom if necessary, gets a drink, or just gets settled in.

The meet will usually start about 10-15 minutes after warm-ups are over.

According to USA Swimming rules (because of insurance purposes), parents are not allowed on deck unless they are serving in an official capacity. Similarly, all questions concerning meet results, an officiating call, or the conduct of a meet, should be referred to a coach. He or she in turn, will pursue the matter through the proper channels.

Psyche Sheet or Heat Sheets. A psyche sheet is usually available for sale in the lobby or concession area of the pool. It lists all swimmers in each event in order of "seed time". When the team entry is sent in, each swimmer and his/her previous best time (up to the date that the entry was submitted) in that event is listed. If the swimmer is swimming an event for the first time, he/she will be entered as a "no-time" or "NT". A "no-time" swimmer will most likely swim in one of the first heats of the event. A Heat sheet may be available close to the start of the meet that lists the actual heat and lane a swimmer will be competing in.

### **What to bring?**

#### **First Priority:**

1. Two competition suits
2. Two caps
3. Two pairs of goggles
4. Swim suit for warm-up



5. Three or four towels
6. Snacks
7. Water bottle

Second Priority:

1. Money
2. Lunch
3. Chair - meets last many hours, make sure your swimmer is comfortable!
4. Sunscreen
5. Tent
6. Warm clothes
7. Entertainment - board games are preferable.
8. A smile and relaxed, positive attitude

**Fees**

All swim meet charges should be paid prior to the meet. Our staff will apply those charges after your athlete is entered. Fees usually depend on the number of events the child participates in, level and location of the meet. The exact amount can be found in the welcoming file for a swim meet.

## **Swimmer, Parent and Coach relationships**

### **Communication**

If you have any questions or concerns Head Coach Roman Gorelkov can be reached at [fourstrokesfl@gmail.com](mailto:fourstrokesfl@gmail.com), if you would like to discuss any matter in person, please email your request to schedule a meeting ahead of time.

Please make sure that you check your account **email** regularly, as all announcements about upcoming swim meets, schedule changes, and important reminders will be sent directly to your registered email.



Another important way of communication is the Remind **App**. It's mandatory to join the Remind App for quick, often emergency messages.

To join text message announcer text this message: "@rgorel" to 81010

## **Being a parent of a swimmer**

The greatest contribution you can make to your swimmer's progress is to be a loving, supportive parent. First of all, a parent's role is to supply encouragement, mental and moral support.

Parents are welcome at practice. The coaches' attention needs to be focused on the swimmers during practice. The coaches will be available before and after practice each evening to discuss concerns or suggestions. You may also email a question or concern to the coach.

The coach's job is to motivate and constructively criticize the swimmer's performance. It is the parent's job to supply the love, recognition, and encouragement necessary to make the child work harder in practice, which in turn gives him/her the confidence to perform well in competition. Each of our coaches has a different style of coaching. Some coaches are loud and some are quiet. No matter their style, they are seeking to motivate your swimmer to reach for their full potential.

Please make every effort to have your swimmers at practice on time. Realize that your child is working hard and give all the support you can. Encourage good diet and sleeping habits. They will serve your children well.

## **Anti bullying policy**

### **PURPOSE**



Bullying of any kind is unacceptable at Hammerheads Swim Team (“Club”) and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. Hammerhead Swim Team is committed to providing a safe, caring and friendly environment for all of our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

Objectives of the Club’s Bullying Policy and Action Plan:

- To make it clear that the Hammerhead Aquatics will not tolerate bullying in any form.
- To define bullying and give all board members, coaches, parents and swimmers a good understanding of what bullying is.
- To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
- To make how to report bullying clear and understandable.
- To spread the word that the Hammerheads Swim Team takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

### **WHAT IS BULLYING?**

The USA Swimming Code of Conduct prohibits bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress. The USA Swimming Code of Conduct defines bullying in 304.3.7. Bullying is the severe or repeated use by one or more USA Swimming members of oral, written, electronic or other technological expression, images, sounds, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture , or any combination thereof, directed at any other member that to a reasonably objective person has the effect of:

- i. Causing physical or emotional harm to the other member or damage to the other member’s property;



- ii. Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- iii. Creating a hostile environment for the other member at any USA Swimming activity;
- iv. Infringing on the rights of the other member at any USA Swimming activity; or
- v. Materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (include, without limitation, practices, workouts and other events of Hammerheads Swim Team)

### **REPORTING PROCEDURE**

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents;
- Talk to a Club Coach, Board Member, or other designated individual;
- Write a letter or email to a Club Coach, Board Member, or other designated individual
- Make a report to the USA Swimming Safe Sport Staff.

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and bullying behavior can be stopped as soon as possible.

### **HOW WE HANDLE BULLYING**

If bullying is occurring during team-related activities, we STOP BULLYING ON THE SPOT using the following steps:

1. Intervene immediately. It is ok to get another adult to help.
2. Separate the kids involved.



3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.

If bullying is occurring at our club or it is reported to be occurring at our club, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following approach:

### **FINDING OUT WHAT HAPPENED**

1. **First, we get the facts.**
  - 1.1. Keep all the children separate.
  - 1.2. Get the story from several sources, both adults and kids.
  - 1.3. Listen without blaming.
  - 1.4. Don't call the act "bullying" while you are trying to understand what happened.
  - 1.5. It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves social bullying or cyberbullying. Collect all the available information.
2. **Then, we determine if it's bullying. There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else.**
  - 2.1. Review the USA Swimming definition of bullying;
  - 2.2. To determine if the behavior is bullying or something else, consider the following questions:
    - 2.2.1. What is the history between the kids involved?
    - 2.2.2. Have there been past conflicts?
    - 2.2.3. Is there a power imbalance? Remember that a power imbalance is not limited to physical strength. It is sometimes not easily recognized. If the targeted child feels like there is a power imbalance, there probably is.



- 2.2.4. Has this happened before? Is the child worried it will happen again?
- 2.3. Remember that it may not matter “who started it.” Some kids who are bullied may be seen as annoying or provoking, but this does not excuse the bullying behavior.
- 2.4. Once you have determined if the situation is bullying, support all kids involved.

## **SUPPORTING THE KIDS INVOLVED**

### **3. Support the kids who are being bullied.**

- 3.1. Listen and focus on the child. Learn what’s been going on and show how you want to help. Assure the child that bullying is not their fault.
- 3.2. Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
  - 3.2.1 Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He or she is not at fault and should not be singled out. For example, consider rearranging lane assignments for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.
  - 3.2.2. Develop a game plan. Maintain open communication between the Club and parents. Discuss the steps that will be taken and how bullying will be addressed going forward.
- 3.3. Be persistent. Bullying may not end overnight. Commit to making it stop and consistently support the bullied child.

### **4. Address bullying behavior**

- 4.1. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- 4.2. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.



**4.3.** Work with the child to understand some of the reasons he or she is bullied. For example:

**4.3.1.** Sometimes children bully to fit in or just to make fun of someone who is a little different from them. In other words, there may be some insecurity involved.

**4.3.2.** Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They may also have been bullied. These kids need additional support.

**4.4.** Involve the kid who is bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:

**4.4.1.** Write a letter apologizing to the athlete who was bullied.

**4.4.2.** Do a good deed for the person who was bullied, for Hammerheads Swim Team, or for others in your community.

**4.4.3.** Clean up, repair, or pay for any property they damaged.

**4.5.** Avoid strategies that don't work or have negative consequences:

**4.5.1.** Zero tolerance or “three strikes, you're out” strategies that don't work. Suspending or removing from the team swimmers who bully does not reduce bullying behavior. Swimmers may be less likely to report and address bullying if suspension or getting kicked off the team is the consequence.

**4.5.2.** Conflict resolution and peer mediation doesn't work for bullying. Bullying is not a conflict between people of equal power who share equal blame. Facing those who have bullied may further upset kids who have been bullied.

**4.6.** Follow-up. After the bullying issue is resolved, continue finding ways to help the child who is bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

**5.** Support bystanders who witness bullying. Every day, kids witness bullying. They want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening:

**5.1.** Be a friend to the person being bullied;



- 5.2. Tell a trusted adult – your parent, coach, or club board member;
- 5.3. Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. “Let’s go, practice is about to start.”
- 5.4. Set a good example by not bullying others.
- 5.5. Don’t give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

## **Code of Conduct and Team Rules for Hammerhead Aquatics**

Practice teamwork with all parents, swimmers and coaches by supporting the values of discipline, loyalty, commitment and hard work. Enjoy involvement in Hammerhead Aquatics by supporting the swimmers, coaches and other parents with positive communication and actions.

- Be on time. Be ready to get in the water on time for practice and meet warm-ups. Be prepared to swim. Have your equipment ready. Bring extra caps and goggles
- Swimmers shall respect and show courtesy to their teammates and coaches at all times.
- Swimmers are expected to exhibit good sportsmanship at practice and meets.
- Swimsuits are required for practice. No cut offs or under garments are allowed to be used as primary swimwear in the pool. Deck changing is forbidden (per USA Swimming Rules) as is shaving at swim meets (prevention of communicable diseases).
  - No dunking, foul language, hanging on lane lines, splashing, spitting, hitting, trash talking, belittling or any other behavior deemed as horseplay is allowed in a practice venue or meet venue.
  - Swimmers who are ill with contagious viruses and open wounds must tell their coach before entering the water.
  - Be respectful of your teammate’s feelings and personal space. Swimmers who exhibit inappropriate behavior towards another person will be excused from the



practice or meet and will be subject to a disciplinary process as determined by the head coach depending on the severity of the infraction.

- The coaching staff reserves the right to instruct a swimmer to sit out for behavioral issues without contacting the parents. With safety as our number one concern, the coaches cannot leave the deck to talk to a parent or swimmer over behavioral issues.

- Destruction of locker rooms and theft of property will be prosecuted under the law. The swimmer and family of the swimmer will be responsible for all damages and fees incurred upon collection or prosecution of damages.

- If a parent/swimmer has a problem with a coach, it is their responsibility to communicate the problem with that coach. If the problem escalates or can't be resolved in this manner, the parent/ swimmer is to take the issue up with the head coach, who will help to resolve any issues.

- Swimmers must be at practice a minimum of two days during the week before a meet. A coach has the right to scratch a swimmer from a meet if the swimmer has not been excused for their absence prior to the meet.

- Swimmers must wear team gear including team suits, t-shirts and caps at all swim meets.

- Swimmers are responsible for checking in, checking postings, and heat and lane assignments, reporting to their coach and for being behind their block prior to their race. A swimmer will suffer the natural consequences (fees, removal from an event or the meet, no show or disqualification) as per the meet sanction or the directive of your coach for missing an event.

- Swimmers and Parents shall not ever confront an official or stroke and turn judge at a meet about a disqualification. This is the responsibility of the Coach. Swimmers and parents will be respectful and courteous to meet volunteers at all times. If you have a problem, come get your coach.

- Parents and Swimmers are responsible for keeping track of their times at meets. Correct times for your swimmer can be obtained through the USA SWIMS DATABASE

- A swimmer who is injured at practice or a meet must report this to their coach immediately following an injury.

### **Specific Team Parent Rules**



- As a parent, I will not coach or instruct the team or any swimmer at a practice or meets (from the stands or any other area) or interfere with coaches on the pool deck.
- I will demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials and the coaches at the meets and practices.
- Parents shall refrain from disrupting the practice in any way. Parents are not allowed to talk to their swimmer or interrupt practice unless an emergency or immediate safety concern, as this disrupts the entire group and focus of the practice session. Parents are asked to wait at the benches and may view their swimmer from there.
- Parents are expected to keep non-swimming siblings from running around on the deck unsupervised during practice, as this is a distraction and a safety concern. Non-swimming children shall be supervised by a responsible adult while participating in any USA swimming sanctioned activity.
- Young children (swimmers) shall be supervised by their parents or guardian in the locker rooms.
- Parents are encouraged TO COMMUNICATE WITH THEIR CHILD'S COACH. The appropriate time is well before practice. Communicating with coaches during practice disrupts the workout for the entire group. We want to talk with you. You can email us and can request a return call or appointment or visit with us after practice.
- I will maintain self-control at all times. Know my role: Swimmers - Swim; Coaches - Coach; Officials Officiate; Parents - Parent.
- As a parent, I understand that criticizing, name-calling, use of abusive language or gestures directed toward the coaches, officials, and/or any participating swimmer or their family will not be permitted or tolerated.
- I will enter my swimmer in meets by electronic notification/ signature on our team website. Meet fees will be billed once the coach has entered your swimmer into his/her events.
- During competitions, questions or concerns regarding decisions made by meet officials are directed to a member of our coaching staff. Parents address officials via the coaching staff only.
- I agree to let the coach know of any other activity that involves rigorous physical activity that my child may be involved in order to prevent injury, exhaustion



or illness. It is especially important to notify the head coach and coaching staff any other swimming related activity and or weight training program. I understand that swimmers 13 and under, are not to be involved in a weight training program.

- I agree to provide my child with sensible nutrition before and immediately following practice. I understand that swimmers have a special carbohydrate and calorie intake needs. Soda, sugar and foods high in fats are not the best choice for a swimmer.

- Share the burden among parents by volunteering time at meets at which our children are swimmers; volunteer to help at swim meets with our club hosts, whether our children participate or not.

- Please be sure to check your email regularly. Emails are the way that the coaches are best able to communicate with the team. Please also make sure we have your current email address.

## **Minor Athlete Abuse Prevention Policy (MAAPP) & Safe Sport**

Hammerhead Aquatics is 2022 Certified under USA Swimming's Safe Sport. This is a huge accomplishment and one we are very proud of! At the end of this paragraph you can find a link to MAAPP and Safe Sport forms and policies. All information can also be found on the Safe Sport tab on our team website. Hammerhead Aquatics will follow the USA Swimming MAAPP. The full USAS MAAPP policy can be found electronically on the Safe Sport tab on our team website. All Coaches, Officials, Adult Athletes, and Parents are required to sign the MAAPP Agreement applicable to their role. If an individual fulfills more than one role they will be required to sign each applicable role's agreement. Said agreements can be found on the Safe Sport tab on our team website. Lastly, there is annual Athlete Protection Training for all athletes.

### **LINK:**

[https://www.teamunify.com/okltfost/UserFiles/Image/QuickUpload/safe-sport-handbook---usa-swimming\\_089858.pdf](https://www.teamunify.com/okltfost/UserFiles/Image/QuickUpload/safe-sport-handbook---usa-swimming_089858.pdf)