



**GIRLS
SWIMMING & DIVING**

**GENERAL
HANDBOOK**

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WEBSITES

Girls Swim/Dive website:

<https://www.shakoopesabers.com/page/show/2459154-girls-swim-and-dive>

Facebook Page:

“Shakopee High School Girls Swim and Dive”

<https://www.facebook.com/Shakopee-High-School-Girls-Swim-and-Dive-102828014866398>

South Suburban Conference results website:

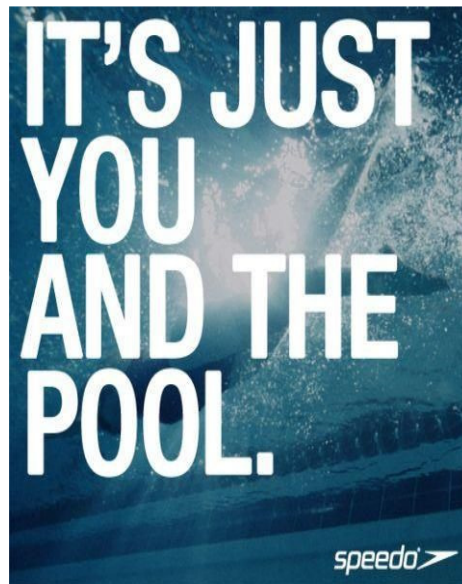
<http://www.mnschoolsports.com/girls>

INTRODUCTION

This handbook has been prepared for the student-athletes, parents and coaches to provide a written representation of the goals, ideals and expectations of this team.

We want each of our athletes to experience an enjoyable, rewarding, motivation-filled, competitive season. We strive to make sure each athlete accomplishes personal growth and strength throughout the season, along with contributing to the strength and growth of the team, both in and out of the pool. It is our intent for this team to provide each athlete with many fond memories full of pride, accomplishments, fun experiences, and lasting relationships.

Welcome to fourteen weeks of improved physical skills, challenging group participation, hard work, fun and a variety of learning experiences which will carry over into everything that you do in the future.



EXPECTATIONS, GUIDELINES, TEAM POLICIES

General

Throughout the entire season athletes must be respectful and kind to each other. In and out of the pool and beyond the practices and meets. In order for our team to continue to grow, strengthen and provide everyone with an enjoyable experience our coaches and captains are committed to putting a large amount of focus in this area. We expect all team members to show encouragement, positivity and support towards each other at all times.

All athletes are expected to follow all policies, rules, guidelines, and expectations issued by Shakopee High School, the MN State High School League and as outlined in this handbook.

Practice

Our practices are mandatory. Athletes are expected to be ready and on time for all practices. Swimmers must be stretched and in the water prior to the start of warm up. Divers should be stretched, completed the daily deck warm-up and at the diving well waiting for instruction from the diving coach. All athletes should be ready for dryland prior to the scheduled start time. All practices must be completed as directed by the coaches and team trainer. This sport requires repeated practice to build strength, endurance and skill development. The coaches and team trainer design workouts with a complete season plan in mind. Missing workouts affects both individual and team performances. Please ensure that all outside commitments are scheduled around practices when possible. These include doctor or dentist appointments, senior pictures, driver's tests, tutoring, etc. We will be having practices during MEA and other school breaks so please plan your schedules around those as well.

If you are sick with a viral, contagious illness such as a cold, influenza, Covid-19, etc, please see your doctor immediately and bring the coaches a doctor's note advising when you are able to safely begin practicing again. Please do not come to a practice or meet and risk getting others sick. If you are sick due to allergies, sinus infections, etc, you are welcome to attend as much of a practice as you are able. Please understand you may not be eligible to compete in a meet if you are out sick the day before the meet.

If you have any other issue preventing you from practicing, please discuss with the coaches. We will do anything we can to accommodate your limitations, attending practice is still required unless a coach determines otherwise.

The athlete and/or a parent must inform the coaches via email if you are going to miss a practice or a meet. Email can either come from a parent or from an athlete with a parent copied. More details on this are explained under the Excused vs Unexcused Absences section.

Meets

All athletes are expected to attend every meet, regardless of whether they are competing. If an athlete cannot avoid missing a meet, coaches are to be notified at minimum 24hrs in advance by a parent. If coaches are receiving notification the day of a meet that an athlete cannot attend, parent must provide a doctor's note or have a discussion with a coach explaining why. On the swimming side, we have to be very strict on this as 1 athlete can have an impact on multiple individuals and possibly the entire team's performance. Our meet line ups take hours to put together. One athlete dropping out of a meet, requires MANY changes that we most often do not have time to make the day of. A last minute absence means 2 relays will not compete legally (using only 3 swimmers), or they may not compete at all. It can also leave open lanes in races that we could have filled with other swimmers. Varsity and JV events are scored separately, an open lane could result in losing points that will affect a meet's outcome.

All athletes are responsible for helping set-up and take-down meets as directed. Everyone must be at the pool or bus by the scheduled time on meet days. If you are not able to make it on time, please discuss with the coaches. Depending on the reason, you may be held out of the meet as an unexcused absence. When the meet has finished, the entire team will be released by the captains or coaches.

Divers are expected to stay for the entire meet and cheer on their swimming teammates. We are one team. If a diver chooses to shower after the competition, they must be back on the deck by the start of the 500 yard freestyle event. Divers will not be allowed to keep their score sheets. They can review them but the sheets will need to be turned back in before the meet is over.

During meets, athletes should be focused on preparing for their events and cheering for their teammates. Athletes may use their cell phones for music only as a mental preparation tool prior to competing in an event. Texting, making calls, taking pictures, or using any type of social media platform is prohibited from when the athletes arrive at the meet to when they leave the meet. Swimmers may not listen to music during diving events, divers may not listen to music during swimming events. Coaches may make exceptions for special occasions or purposes. If cell phone use becomes an issue, we will change to a no cell phone policy which will involve all cell phones being checked in to the managers prior to every meet.

All athletes are to remain on deck throughout the entire meet. Please do not go into the stands to see friends or relatives until the meet has finished and the team has been released.

Displaying exceptional sportsmanship to the opposing team & coaches, our own team & coaches, officials, timers, and all other meet volunteers is a must – even if the other team is not reciprocating the encouragement and kindness. We expect our athletes to wish ALL meet participants (meaning both teams) good luck, congratulate each other after races or when the diving session is completed, thank officials, timers and other meet volunteers, etc...

At away meets, we have the expectation that our host's facilities will be respected. This includes the pool deck, locker rooms and any other areas of the schools. All garbage must be cleaned up, if food is eaten on deck or in the locker rooms, we expect no mess to be left behind.

All athletes must ride on the bus with the team both directions for the meet except in an emergency or special circumstance. If you need to ride home with your parents from the meet, the coaches must approve in advance and watch you leave with your parents. The bus will always leave from the WMS parking lot.

Athletes are required to have their team warm-up at every meet. Warmup jackets and pants must be worn for the pre-meet team meeting, walking out of the locker room, and throughout the national anthem. Coaches will determine season by season if alternate apparel will be allowed during meets once competition is underway. Warm ups are available for individual purchase at the beginning of the season or the athletes may use the team's warm ups. If using team warmups, they must be returned to a manager or coach prior to the end of season banquet. Families will be invoiced for any warm ups not returned on time (\$48 for a missing jacket and \$35 for missing pants). The fee is used to cover the replacement cost of the lost warm up.

Fundraisers & Fundraiser Events

Participation in fundraisers is mandatory. Fundraisers are crucial to our team's development and contribute to covering costs for our equipment, special events, our trainer, and many more needs throughout the season. Our team also holds a few fundraiser events during the season. We strongly encourage everyone's participation on these, but if you are unable to attend one of the events, please notify the coaches.

Dryland Training & Injury Prevention

It is important for all athletes to listen carefully to our team trainer's instructions and do all exercises properly in order to prevent injuries. The dryland training provided not only helps our girls improve their strength and conditioning but it is also crucial in the prevention of injuries as well. Dryland is not optional.

In the event of a sport-induced injury, please inform the coaches right away. Athletes will likely be asked to see the school trainer and/or an outside medical professional or specialist before we can allow you to continue safely training. In this case, we also require written documentation with a timeline stating when you are able to resume practice and any limitations that need to be followed.

Nutrition/Sleep Guidelines

For students and athletes to perform at their best, getting the recommended amount of sleep and rest is important. It is also important to eat healthy and stay hydrated. Every athlete is required to have a water bottle at every practice and meet.

Eligibility

All athletes must complete all eligibility requirements for swimming and diving.

These include:

- Registration requirements: Updated physical turned in, registration fee paid, all forms complete. This is all done through the Athletics office.
- Maintain academic eligibility: Athletes must be making adequate progress towards graduation. The Athletics office will send out failure lists on Friday of each week. Each student who is on the list will need to complete an Eligibility Ticket and turn it in to the head coach by the following Friday. Athletes who are failing a class will be ineligible for meets unless they do 1 of 2 things:
 - ✓ Bring grades up to passing level
 - ✓ Complete 2 hours of supervised study with a teacher or with the Activities office each week (due Friday each week).
- Attendance: Athletes must be in school attendance in order to participate in practice and/or a meet. The athlete and/or parent may contact the activities office or the attendance office if they feel an exception should be warranted due to special circumstances. Coaches must have written documentation from the school advising it is ok to let the athlete participate.

Excused Absence vs Unexcused Absence & Disciplinary Action

Following are examples of EXCUSED absences. Please also refer to the note about illnesses under the “Practices” section.

- Missing practice: Coach contacted prior to the start of practice
- Missing meet: Coach was contacted at minimum 1 day prior
- Missing meet day of: Doctor’s note provided by parent
- Family Emergency: Coach was contacted by parent
- School Event: Coach was contacted by parent in advance
- Family Vacations: Coach was contacted by parent in advance
- Absence accompanied by a doctor’s note, late pass from a teacher, or prior approval from the coaches.

As long as the excused absences are not excessive, no discipline applied.

Following are examples of UNEXCUSED absences. Unexcused absences cannot be cleared after they have been determined unexcused.

- Missed practice, Coach not contacted prior to start of practice

- Missed meet, Coach not given sufficient notice, doctor's note not provided
- Athlete does not participate in meet, coach not given sufficient notice

Unexcused absences will be disciplined as follows:

- 1st offense = Verbal warning, parent may be notified
- 2nd offense = 1 meet suspension, parent will be notified
- 3rd offense = Discipline discussion with coaches and parent
- If offenses continue, discipline discussion may be held with athletic director, coaches and parent

Insubordination & Serious Violations

Any team members that chooses not to follow direction/instructions given by coaches or captains or speak disrespectfully to coaches, captains or teammates will be subject to disciplinary action for insubordination:

1st offense = Verbal warning, discussion with captains will be required

2nd offense = Discussion with coaches will be required, parent may be notified

3rd offense = Discipline discussion with coaches and parent

Continued offenses or extreme offenses may include a meeting with the Athletic Director.

There are absolutely NO cell phones allowed outside of athletic/school bags in the locker rooms and bathrooms. This is not just our team's policy, but one for our entire school district. If anyone is found to be using a cell phone in a locker room or bathroom, Coaches will report it and the athlete is subject to disciplinary action by the Shakopee School District as well as the team.

The swimming and diving program follows the Minnesota State High School League bylaws regarding alcohol/tobacco/drug violations as well as harassment and violence policies.

- The first violation is 2 meet suspensions or 14 calendar days (whichever is greater).
- The second is 6 meet suspensions or 21 calendar days.
- The third is 12 meet suspensions or 28 calendar days.

These violations will take away the athlete's ability to participate at the varsity level and will limit choices at the junior varsity level. Any single violation will likely remove the possibility of becoming captain for SHS Swimming and Diving.

Exceptions

Exceptions may be made by the coaching staff for anything mentioned in this handbook on a case by case basis. We certainly do not want to see any team members receive disciplinary action. But we also have the entire team to protect. We want to see our team succeed, be safe and be a positive & rewarding experience for everyone on it. We realize our athletes are young adults, some are barely even teenagers. We want our athletes to learn, grow and make personal improvements from any mistakes or bad choices made far more than we want to dish out any kind of discipline. This team offers much more than just the physical act of swimming and diving.

Education/Academic

You are a student-athlete. Notice that the student comes first. It is very important to keep academic goals on track. There are a lot of avenues to take when trying to solve a problem. This does not mean we condone skipping practices to do homework. Time management is key and we are here to offer guidance to any athlete struggling with it. If you are having problems in school, please feel comfortable discussing it with the coaches, captains or our school resources.

Dual activity participation

It is extraordinarily difficult to do multiple sports or activities in the same season. Please ensure outside commitments (excluding religious commitments) do not conflict with swimming and diving practices. Your end of season taper and your training depend on the training and exercise you perform daily. If you are doing more than your coaches know about, it will likely have a negative impact on your taper at the end of the season. If you are not completing entire practices, you are missing yardage and training needed to be successful at the end of the season.

SABER LETTERING 2022

General lettering requirements (all must be met)

- Abide by MSHSL and Shakopee High School policies
- In the pool: Train to the best of your ability at all times. Set an example for our less experienced team members striving towards lettering.
- Out of the pool: Be an involved, responsible team member and a positive role model
- Demonstrate exceptional sportsmanship and encourage teammates to do the same
- Receive coach recommendations
- Making the letter cut as listed below:

For Swimmers:

Any swimmer that achieves the time standards listed below. All State Meet participants will automatically letter.

2022 TIME STANDARDS

	LETTER	STATE
200 Medley Relay	N/A	1:50.22
200 Freestyle	2:15.99	1:55.06
200 Ind. Medley	2:35.99	2:10.09
50 Freestyle	:28.99	:24.38
Diving	145.0+ (x3)	top 4 at sections
100 Butterfly	1:12.99	:58.35
100 Freestyle	1:02.99	:53.25
500 Freestyle	6:13.99	5:10.01
200 Freestyle Relay	N/A	1:40.00
100 Backstroke	1:12.99	:58.60
100 Breaststroke	1:22.99	1:07.12
400 Freestyle Relay	N/A	3:39.68

For Divers...

- 145 Points or more on a 6 dive list three times and have all 5 voluntaries
- Top 16 in section meet (Does not include True Team)
- Qualifying for state meet is automatic letter
- Compete at varsity level for 75% of meets

END OF SEASON AWARDS

Team Awards

- Most Valuable: Shows value in skill and leadership, high point scorers at meets
- Most Dedicated: Inspires motivation, overcomes obstacles, embodies team goals
- Most Improved Athlete: Improved both physically and mentally
- Rookie of the Year - For the new athlete who made the greatest impact on the team.
- Saber Award – Embodies the Saber Team Spirit, outstanding team member all around, shows exceptional sportsmanship

Conference/State Awards

- All Conference - Based on power points earned in South Suburban Conference meets
- All Conference Honorable Mention - Top point scorers within the team for the season
- All State - Top eight finishers in each event at the state meet.

Congratulations & Good Luck this season!

