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WELCOME TO THE VALLEJO AQUATIC CLUB

Let us take this opportunity to welcome you to the Vallejo Aquatic Club. We look forward to meeting you, working with you and your child/children. Our Club is a year-round competitive swim team offering instruction, training, and support to young people, Novice (ages 5-13), Age Group (ages 9-15), and Senior (ages 12 & older), of all abilities.

The Club is a non-profit, volunteer organization managed by an elected Board of Directors, comprised of parents of swimming members. We hope that you will make every effort to keep informed, assist with Club operations, fund raising and fully enjoy the benefits of our program.

This handbook will familiarize you with all facets of the Vallejo Aquatic Club. As you look through the handbook, you will be introduced to our history, philosophies, Club policies and basic information concerning your daily participation in our program. Feel free to consult the coaches or any of the Board members if you have any questions. Again, our heartiest welcome!

MISSION STATEMENT

The Vallejo Aquatic Club takes pride in the diversity of its members, welcoming families from all backgrounds that embrace our core values of goal setting/realization, personal accountability, work ethic, self motivation, self-esteem, community interaction, and respect for others. Through competitive swimming, we teach our children these essential values that will continue with them for the rest of their lives.

PHILOSOPHY AND NATURE OF SWIMMING AS A SPORT

Our overall philosophy is to provide a multi-level program within USA-Swimming that attempts to provide a challenging, success oriented program that addresses the needs of all of our athletes regardless of age or ability.

1. Personal Bests and self-improvement are paramount. Winning or beating another swimmer is not the goal. If we focus on self-improvement, the ribbons and medals and other awards will be a **by-product** of self-improvement.
2. Sportsmanlike behavior is of utmost importance. Showing respect for fellow competitors, respect for coaches, officials, teammates and parents should always be strived for.
3. It is the coaches' place to provide race feedback on such items as times, pacing, technique, etc. It is the parent's role to provide love and support.
4. Personal goal setting for meets and practices will be taught and focused upon.

5. We offer a Medley based program meaning that all swimmers will be encouraged to train and race in all disciplines of the sport. Early focus on all strokes is paramount to later success in individual events.
6. Swimmers in the Age Group and Senior programs will be expected to keep a daily record of practice goals.

COACHING STAFF

Rob Moreside (Head Coach)

Rob joined Vallejo Aquatic Club in 2005. He was born in the South Bay. He started his competitive career with Newark Swim Club. After moving to Canada Rob began coaching at the age of 15. He has over 30 years of experience as a coach, and over 20 years as a full time Head Coach in Canada.

Rob coached two athletes who qualified for the 2004 Canadian Olympic Trials. He was the Co-Coach of Jessica Tuomela, a member of the Canadian Paralympic team in Sydney (2000) and Athens (2004) and silver medallist at 2000 Sydney Olympics in the 50 meter freestyle for blind swimmers. Rob has also been Coach and Co-Coach for numerous regional and provincial training camps and tour teams. Three athletes under the tutelage of Rob received a full ride US University scholarship (two at Division One Universities and one at Division Two).

Wayne "Tuffy" Willams (Assistant Coach)

Tuffy has been coaching with the Vallejo Aquatic Club in his present capacity since 1982. Prior to 1982, he coached with VJO from 1970 –1971 and 1977-1980. He is responsible for the entry level training groups. Hundreds of swimmers have benefited from Tuffy's years and breadth of experience.

Tuffy is an American Swimming Coaching Association (ASCA), Level II Coach. He is a 1963 graduate of Bishop Alemany High School in San Fernando Valley. He graduated from California State University at Northridge with a degree in Physical Education.

Tuffy has been an educator in the Vallejo Unified School District since 1970. He worked in VISTA (Volunteers in Service to America) from 1968-1969. He also served his alma mater, Bishop Alemany, in 1967-1968. This extensive teaching background benefits all swimmers under his tutelage.

Christine (Chris) Souza I (Assistant Coach)

Chris is a returning VJO Aquatics Alumni who is coaching Novice Level 1 and 2 swimmers, with emphasis on fundamentals, endurance building and having fun. She has over 20 years experience as both swimmer and coach. Chris has coached both entry-level swimmers and state qualifying swimmers.

As a swimmer, Chris swam for Hogan High School and then Diablo Valley College that ranked #2 in the nation before heading off to CAL. At this time Chris changed her focus from competitive swimming to coaching and coached for the Benicia Blue Dolphins, Strawberry Canyon Masters Team, Consumnes River Aquatics and was the Head Coach for the South Lyon Sea Lions in Michigan.

During the day Chris works for Wily Technology as the Director of Education. When Chris is not coaching or working at her day job she enjoys running, cycling, swimming or taking her dog, Truman, for a walk.

FACILITIES

The John F. Cunningham Aquatic Complex (telephone number (707) 648-4635) is owned by the City of Vallejo and operated by the Greater Vallejo Recreation District. The pool is 50-meters long (for nine practice lanes) and 25-yards wide (for 19 practice lanes). Depths range from 4 to 13 feet, with a hydraulic floor capable of raising and lowering the minimum depth to address special needs at the east end of the pool. During practice sessions and meets, lanes are divided by turbulence-quelling lane dividers. This, plus the deep gutter system, controls waves and enables participants to swim in near calm conditions. The heating system for the pool keeps water temperatures in an ideal range of 78-82 degrees Fahrenheit year round. Ample deck space and bleachers provide for over 1,000 people.

By virtue of the pool's dimensions, Vallejo Aquatic Club can set its training regimen parallel to the National Swimming calendar when practical. From September through April, the Club practices using the 25-yard course (width). At selected times from May through August, the Club practices using the 50-meter course (length).

At certain times of the year, the Club may need to use other training facilities while the Cunningham Aquatic Complex is closed for maintenance.

LONG RANGE OBJECTIVES

Personal and Physical Development

- Provide an opportunity for young people in the Greater Vallejo area to engage in a wholesome, lifesaving, lifetime sport and recreational activity.
- Promote physical fitness and encourage proper conditioning and health habits.
- Provide opportunities for healthy social, emotional and educational development and encourage peer and family participation in this development.
- Foster the development of high self-esteem and help cultivate positive self-images.

Competitive Development

- Create an environment in which the desire for self-improvement and goal achievement motivates the individual to fully develop his/her natural abilities and to help others do likewise.
- Provide opportunities to learn values of hard work, dedication, self-discipline and perseverance.
- Promote the ideals of honesty, integrity, good sportsmanship and team loyalty.
- Provide quality instruction, training and competition at all peer and ability levels.

Community Involvement

- Cultivate interest in competitive swimming among all socio-economic groups in the Greater Vallejo area.
- Cultivate an athletic organization that represents our community well and that participates in and contributes to youth-supporting activities in our community.
- Cultivate the support of community-oriented individuals and organizations to aid the program.

Instruction, Training and Competition

- Provide a graduated competitive swimming program for swimmers interested in competing based on age and ability in conjunction with the structure put forth by United States Swimming, Inc., and Pacific Swimming, Inc.
- Provide a quality senior level training program in conjunction with the programs sponsored by United States Swimming, Inc., Pacific Swimming, Inc., and the United States Olympic Committee.

Local and National Administration

- Participation in the direction and management of Zone III and Pacific Swimming to further the growth of competitive swimming in the area.
- Participation in the administration of United States Swimming, Inc., to represent Pacific Swimming, Inc., and establish Vallejo Aquatic Club as a contributor to swimming nationwide.

CLUB ORGANIZATION

Vallejo Aquatic Club is a member of United States Swimming (USA-S), the national governing body. USS is divided into geographical areas called Local Swimming Committees (LSC). Vallejo Aquatic Club is a member of the Pacific LSC, which governs local swimming. The Pacific LSC is divided into five zones and Vallejo Aquatic Club is a member of Zone 3.

Vallejo Aquatic Club is structured and governed by a set of Club By-Laws. The Coaching Staff and a Board of Directors (comprised of elected and appointed members), jointly share Club operation, as stipulated by the By-Laws.

If you have any questions relating to your child's/children's daily swimming involvement, please see his/her coach directly. If your questions are about general Club operation, feel free to contact one of the Board members. The Board members have the team's best interest at heart and are more than willing to help you.

GROUP PARAMETERS AND GRADUATION GUIDELINES

The purpose of these guidelines is to provide the members of VJO with some ***guidelines*** that the coaching staff will use to decide how athletes are to move through the program. **All movement will be handled on a case by case method and the coaching staff reserves the right to make the final decision.**

Group	Coach	Age Guideline
Novice	Tuffy/Chris	5-13
Age Group	Rob	9-15
Senior	Rob	12 and older

Novice: Entry level athletes 5-13 years of age

- Prerequisite: ability to show basic level of comfort in the pool
- Entry level athletes 10 years and older with competency in 2-3 strokes
- Emphasis on fun and learning
- Introduction to four competitive strokes
- Starts and turns (including medley)
- Reasonable expectation of 2 stroke mechanics (minimum 25 yards of each)
- Willing to commit to 3 one hour sessions per week

Age Group: 9-15 years of age

- Entry level athletes 13 years of age and older with competencies in all four competitive strokes or graduates of Novice
- Graduates of Novice level must have a combined total of **380** seconds in the 50 yard butterfly, 50 yard backstroke, 50 yard breaststroke, 100 yard freestyle and 100 yard Individual Medley
- Continuation of stroke mechanics in all four strokes, turns and starts as well as medley
- Introduction of medley and middle/distance based training program
- Willingness to commit to a minimum of 6 practice sessions in the long course season, which would include at least one morning session
- Willingness to commit to a minimum of 4 practice sessions per week in the short course season
- Extensive biomechanics in all four strokes, starts and turns including the Individual Medley
- Increased level of intensity and commitment expected

Senior: Ages 12 and older

- Graduates of Age Group
- Training program becomes more individual based
- Willingness to commit to a minimum of seven training sessions per week in the long course season including three morning sessions
- Willingness to commit to five sessions plus dry land training (to be determined) in the short course season
- Total of **1200** seconds in the 100 yard butterfly, 200 yard backstroke, 200 yard breaststroke, 400 yard freestyle and 400 yard Individual Medley
- Minimum age 12 years
- Extensive biomechanics in all four strokes, starts and turns including the Individual Medley
- Increased level of intensity and commitment expected

Practice Behavior

- Swimmers are encouraged to support their teammates at practice as well as in competition. Working together as a unit for the benefit of individuals in the group is an important part of team spirit.
- Swimmers are expected at all times to follow the directions of the coaching staff. At no time will disrespectful attitudes or indifference be tolerated from any swimmer.
- Abusive language, fighting, lying, stealing and/or vandalism are prohibited and will not be tolerated. These behaviors are directly contrary to the objectives of the Vallejo Aquatic Club and are detrimental to the group.

- While at practice, swimmers may not leave the pool area without the coach's permission. Swimmers are expected to follow the Greater Vallejo Recreation District's Rules and Regulations while using all facilities at the complex.
- All VJO members must train exclusively with the Club except in extraordinary circumstances and with the approval of the Head Coach.
- Swimmers are expected to show up on time and be prepared for practice.

FINANCIAL OBLIGATIONS

Vallejo Aquatic Club strives to provide as many opportunities as possible to its athletes. However, as a non-profit entity, monthly dues do not cover all Club expenses. Our two major operating expenses are pool rental and coach salaries. Our continued growth depends on the extra effort of both parents and swimmers. Our major fund-raisers include but are not limited to: annual Swim-A-Thon, annual spaghetti feed, silent auction, hosting 3–4 meets per year, and the eScrip Program. The participation of parents and swimmers in these programs and activities is essential for their success.

Monthly Dues:

Monthly dues are arranged according to group and are subject to change. The following fee structure, passed by a majority vote of our General Membership on February 21, 2001, and are in effect:

- | | |
|--|---------|
| • 1 st child – Beginner Group | \$60.00 |
| • 1 st child – Intermediate Group | \$70.00 |
| • 1 st child – Advanced Group | \$80.00 |
| • 2 nd child – All Levels | \$25.00 |
| • 3 rd child or more – All Levels | \$ 5.00 |

Fees are due on the first of each calendar month and become delinquent after the tenth of that particular month. A swimmer who comes to practice at least one day in a month will be considered as “active” for the entire month.

Every first of the month, there will be a payment envelope in each family’s folder. Please put your monthly dues in this envelope and deposit it in the Treasurer’s folder. The monthly dues can also be mailed to:

Vallejo Aquatic Club, P.O. Box 5846, Vallejo, CA 94591

If a family is undergoing financial hardship, please contact the Club Treasurer or Membership Chair and alternative arrangements may be sought.

OUR FIRST CONCERN IS TO TRY TO KEEP THE SWIMMER IN THE WATER.

Inactive Status:

Vallejo Aquatic Club members may take an Inactive status on a monthly basis. If a swimmer is going to be away from swimming for a month (or more), a \$10.00 monthly Inactive Fee will apply. For families with more than one swimmer, the Inactive Fee does not apply as long as one swimmer in the family is still active. Appropriate monthly dues for active swimmers would still apply. The Monthly Inactive Fee is due on the first of the month and can be mailed to VJO's address or, if feasible, in the Treasurer's folder on deck.

Written notification of a swimmer's intention to go inactive or withdraw from the swim team is expected. Please complete an Inactive/Quit form, available on deck and give this form to the Membership Chair or the Treasurer. *A swimmer that is on "Inactive" status with VJO cannot swim in a meet as part of the VJO team.*

New Swimmer:

Dues for new members are due on the first day of registration. Swimmers can start their practice when the Membership Chair has received a completed registration form, Pacific Swimming Registration Form and applicable dues. The Membership Chair and the Treasurer will determine the start up date for each swimmer.

Every year, VJO takes a two-week break from all meets and practices. These two weeks are usually the last two weeks in August. Members that are active on August 1st are required to pay the entire month's dues for August.

Annual Family Membership Fee:

The Annual Family Membership Fee is \$30.00 and is payable at the time of registration. This fee is due annually on July 1st. It is prorated upon signup as follows: \$30 for July through December; \$15 for January through March; \$0.00 April through June but the full amount must be paid on July 1st.

Pacific Swimming Registration:

Every swimmer who competes or practices in a United States Swimming sanctioned event must register with and become a member of United States Swimming, Inc. (USA-S). This registration is renewable annually on the first of January. The registration fee is \$50.00. Swimmers who register between May and the end of August pay a "**Summer Only**" fee of \$28.00. **Summer Only** swimmers who wish to continue past August 31st must re-register at the full \$50.00 Annual Pacific Swimming Registration Fee in September. This \$50.00 fee will cover the swimmer for the remainder of the year (4 months) and the following calendar year.

Included with this registration is accident insurance which would cover the swimmer beyond their family's own insurance policies. Ongoing members will receive a notice by November for annual renewal of their Pacific Swimming Registration.

Team Uniform

NOTE: The purchase of any item of team apparel is optional. Team suits are highly recommended. Ask a coach or a Board member for the name of the Apparel Chairperson.

Racing Suits: The Vallejo team suit is a lycra/nylon blend-racing suit. All swimmers are encouraged to wear the team suit in competition.

Swim Caps: For those who wear caps, the VJO cap is mandatory at meets. Coaches usually have VJO caps for sale at a nominal price.

Team Shirts/Tanktops: Vallejo Aquatic Club's Sharks logo team shirts are available.

Warm-up Outfits: The official VJO warm-up suit consists of VJO logo sweat-shirt and pants. Also included for winter meets is the VJO logo swim parka.

SWIM MEETS

Meet Schedule

Copies of meet schedules are distributed into each swimmer's deck folder and are also available online at VallejoAquatics.org. It is the responsibility of each swimmer and/or their parents to check their deck folder for current announcements and Club news.

- Meets are not scheduled unless the Club and coaches deem it is important for swimmers to participate. It is not mandatory, however, to attend meets. One can also choose to enter only one day of a meet. Please inform coaches if not attending entire meet.
- On average, it is encouraged that all swimmers participate in at least one meet per calendar month. The meet schedule is developed with this philosophy in mind. In some cases, meets with similar classifications are scheduled as close as two weeks or as far as five weeks apart. This occurs when the meets available to us offer no other alternative.
- As a general rule, a swimmer should not compete on two successive weekends (except in championship meets or if VJO is hosting one of them). This policy holds true for all Club members.
- VJO members may only compete in Club and coach sanctioned competitions. No swimmer shall attend a meet without a VJO coach in attendance, or without prior approval of the Head Coach.

Team Effort Meets

Team championship meets are indicated on the meet schedule. Since most emphasis is placed on these meets, it is expected that those Vallejo Aquatic Club swimmers who qualify to swim in at least two events shall attend these meets and contribute to the total team effort. Meets that are in this category include: the Pacific Swimming Championships, Zone III Championships and the Redwood Empire Athletic League (REAL) Championships.

Entering meets

- If you have any questions about whether to enter a specific meet, always confer with your coach.
- If you have any questions about which events to enter, always consult with your coach.
- If you have any questions about how to fill in meet entries, consult with one of the more experienced parents or with a coach. They will be glad to help you.
- At certain meets the coaching staff reserves the right to choose a number of events. For example, the Coach may require all swimmers to enter one IM event.

Swim Meet Procedures

- Arrive at the pool at the time specified by the coaching staff.
- Swimmers must report to the check-in table and check in for all events entered. If there are any problems during check-in or possible mistakes made with entry forms, discuss the matter with your coach so corrective action can be taken immediately.
- A member of the Vallejo Aquatic Club coaching staff will oversee warm-ups.
- It is recommended that all VJO swimmers wear the team suit. All other team apparel is optional; however, wearing the complete team uniform promotes team unity and greatly aids spectator recognition. For those who wear a cap, a team cap is mandatory.
- All swimmers should know which events he/she is swimming and be present to swim. To facilitate this, it is asked that all VJO swimmers sit in the same area of the pool under the VJO tent.
- Prior to each event swimmers must check in with their coach.
- At the conclusion of each race, the swimmer should ask the lane timers for their stopwatch time. **The swimmer should then come immediately to the coaching staff.** This gives the coaches an opportunity to discuss the race with each swimmer and add positive and constructive comments concerning splits, stroke technique, race strategy, etc.
- At most meets, electronic timing is used. The official time is generally the one recorded in the computer by the swimmer touching the wall and appearing on the scoreboard.
- Before and after races, swimmers should warm up and warm down in an area of the pool not being used for competition. Ask your coach for specifics. In between races, swimmers are asked to rest and stay warm. All energy should be stored and used for competition.
- **It is very important that parents check with the coaching staff prior to leaving the swim meet to make certain that their child is not entered on a relay team.**

What to bring?

- VJO team swimsuit (plus extra suit)
- VJO team swim cap
- Goggles, plus extra pair
- Two or more towels
- Swim parka or other warm coat on colder days
- Old blanket or sleeping bag
- Quiet games or books
- Food - nutritious snacks
- Water bottle
- Rain gear/sun block if necessary

Behavior at Meets

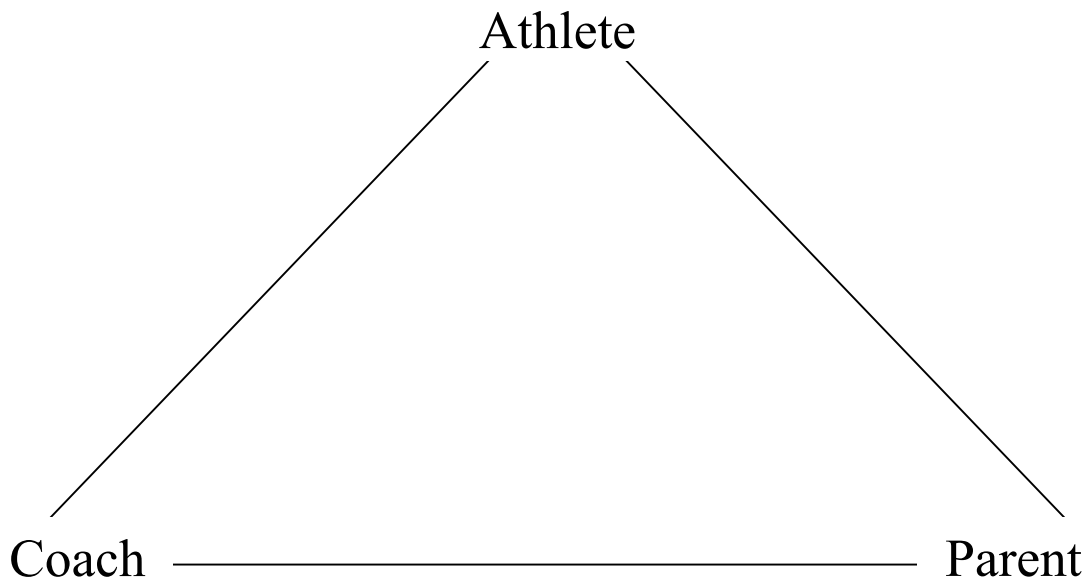
- Whenever and wherever a VJO swimmer wears any item of the team uniform, he/she should remember that his/her actions reflect on the entire team. Let your actions reflect the pride you have in the Vallejo Aquatic Club.
- For safety purposes, swimmers and parents should stay out of the competition area during a meet unless otherwise swimming or serving in an official capacity. Keeping off the deck is also a matter of courtesy to the officials, meet hosts, and others working at the meet.
- All questions swimmers and parents have regarding meet results, an officiating call, or the conduct of a meet, will be referred to the VJO coaching staff only. They will pursue the matter through the proper channels.
- As a matter of pride, VJO families should leave the rest area and the pool in a neat and clean condition at the conclusion of each day of a meet.
- VJO swimmers are never to scratch or late enter an event without consulting with one of the coaches.
- **After a swimmer is finished with his/her races for the day, they must notify a coach if they wish to leave the meet.**

Out of Town Meets

Trips to meets in other cities are an important aspect of a swimmer's career while advancing through the age group ranks. Vallejo Aquatic Club has established the following policies for the safety of the swimmers and the peace of mind of the parents:

- Parents are encouraged to attend out of town meets with their swimmers and to help chaperone other youngsters. These trips can be great fun for parents and swimmers alike and are rare opportunities to participate in a special way in each young swimmer's career.
- A coach has too many responsibilities to the entire team to accept responsibility for an individual swimmer. If this option must be utilized, a release form will be required for the swimmer in question and signed by his/her parent.
- Any swimmer riding in a car is responsible to the parent/driver for his/her behavior and is expected to adhere to the VJO Code of Behavior at all times.

PARENT-COACH-SWIMMER RELATIONSHIP



There must be free and open communication between all three aspects of this triangle. The athlete must be able to communicate with the coach and their parents, the parents must be able to communicate with the athlete and the coach, and the coach must be able to communicate with the parent and the athlete.

Each aspect has their personal roles and responsibilities.

Coaches Roles and Responsibilities:

- Be fair and compassionate to all athletes regardless of abilities.
- Provide a technically sound program that is geared toward the individual athletes' needs.
- Lead by example through integrity, honesty and compassion in a fully supportive manner.
- Remain up to date and educated on the latest coaching methodology and scientific breakthroughs.
- Be approachable and open to all members of the triangle.
- Provide constructive critiques when appropriate.

Athletes Roles and Responsibilities:

- Treat teammates, competitors, coaches, officials and parents with respect and dignity.
- Support teammates at all times including practice sessions, travel and at competitions.
- Show up to practice on time and with proper equipment.
- Never use profanity or abusive language.
- Obey the rules of the coaching staff at all times.
- Never leave the deck area or pool with out first informing a coach.
- Prepare to be challenged at every practice session.

Parents Roles and Responsibilities:

- Provide an atmosphere where personal success is more important than “winning” or “beating” another competitor.
- Allow the coach to provide the technical feedback to the athlete
- When entering your child in a competition, let the coach know the events you have entered, what days they will be swimming and any other considerations such as leaving the meet early for another commitment (email to vjcoachrob@yahoo.com phone 553-7946 or 631-5488 cell or by placing in coaches file)
- Always be supportive of your child, the coach and the team. Any concerns or complaints should be directed to the coaching staff or the Executive Board. Do not discuss your concerns in the stands. Other parents may agree with you but they cannot solve or answer your questions.
- Try not to provide concrete rewards for good performances. A great performance in a practice or in a meet is reward in and of itself!

- For insurance purposes, parents should not be on deck during practice. Only swimmers, coaches and board members are covered by insurance to be on deck.

COMMUNICATION

All Club information and communications are disseminated in each family's folder. Your folder is alphabetically arranged on the rolling cart, which is at practice everyday. It is the responsibility of swimmers and parents to check the folder daily.

An important link of the swimmer-coach-parent triangle is the parent-coach communication line. Parents and swimmers are kept informed of Club activities through a monthly newsletter. Shark Attack is available to all swimmers each month. Additionally, a monthly calendar that outlines upcoming events is distributed to folders in the deck cart at the beginning of each month that outlines upcoming events.

VJO utilizes an automated phone tree system to inform membership of upcoming events or changes. Please advise the team of any phone number changes.

If any questions or problems arise, the lines of communication between the parents and coaches will always be open. Feel free to contact any coach about problems or suggestions concerning your swimmer, after or between practices. It is very important that you let us know if there is anything we can do to aid your swimmer in his/her full enjoyment of the sport from which he/she can realize greater success. It is best to communicate with the coach involved with your youngster's group. The Head Coach will be available during his/her office hours of 11:00 a.m. to 3:00 p.m., Monday through Friday. The Club phone number is (707) 553- SWIM (7946).

PARENTAL ROLES

As described below, parents have numerous avenues in which they can apply their talents to the Club. It is vital that parents take an active role in Club operation. No one person or only a few people can run the Club by themselves.

Club Officers

The officers of the Club are President, Vice-President/President-Elect, Secretary and Treasurer. These positions are nominated and elected by the General Membership. Elections are held each September. All officer positions have a one-year term, except for the VP/President-Elect position, which has a 2-year term, commencing on October 1st. The maximum term for officers is two consecutive years.

Board of Directors

The VJO Board of Directors is comprised of four elected officers and five members. The five members are appointed by the President and approved by the other officers. The five Board members are as follows:

1. *Meet Director* – Coordinates/oversees meets hosted by VJO.
2. *Officials Chairperson* – Coordinates/oversees officials for the Club.
3. *Communications Chairperson* – Coordinates Club internal and external communications.
4. *Membership Chairperson* – Manages registration of new members, Pacific Swimming Registration and maintains current membership list.
5. *REAL Representative* – Represents VJO in REAL meetings and activities.

Refer to the Vallejo Aquatic Club By-Laws for additional information regarding Officers and Board Members.

Ad-Hoc Rules

In addition to the above formal positions, we always need help raising funds, working on committees, working at swim meets and doing organizational work. Please help your child/children and the entire team by volunteering your talents.

One of the most important ways for a parent to support the team is to become a swim meet official. VJO depends on swim meets as a major source of revenue. The more parents we have trained to fill the various official roles at swim meets, the better. The need for trained officials cannot be overstated. Certain meets attended by VJO require a specific swimmer/official ratio. If this requirement is not met the swimmers do not get awards. Meets cannot be held unless there are enough officials for the meet. Parents can learn such things as:

1. Stroke and Turn Officiating
2. Colorado (electronic timing system) duties
3. Head Timer
4. Meet Marshall
5. Registration/Clerk of Course.
6. Computer Operator

Please consult with the Officials Chairperson for further information and details on the functions of officials.

SOCIAL ACTIVITIES

The primary objective of the Vallejo Aquatic Club is to provide our youngsters with excellent training in competitive swimming. Equally important, however, is that VJO is a family organization. We feel it is important to provide an environment where swimmers and families may form life long friendships. We feel that Club social activities enhance team unity and help to forge these friendships.

The Vallejo Aquatic Club has several social events during the year. Examples of these events include the Annual Awards Banquet, poolside barbecues and potlucks, Holiday parties and other social activities.

AWARDS BANQUET

Every September there is an Awards Banquet/General Membership meeting that all members are expected to attend. This is a year-end social event in which each and every swimmer will be recognized.

GLOSSARY

Time Standards

Refer to current Pacific Swimming Swim Guide.

DQ

This term stands for "Disqualified." This occurs when a swimmer is disqualified in a race by a Stroke and Turn Official for performing an illegal stroke or turn technique.

I.M.

This stands for Individual Medley. This is an event when a swimmer swims all four strokes in a race. The order of strokes for this race are: butterfly, backstroke, breaststroke, and freestyle.

Age Up

This term is used to indicate that a swimmer has had a recent birthday and has moved up to the next age group. As an example, a swimmer who has just turned 11 has just "aged up" from the 9 -10 and 10 and under age group into the 11-12 age group.

Carded

The term which refers to an adult swim race official. To say that a person is carded is to say that that person holds a Pacific Swimming Non-Athletic registration card and is qualified to perform one or more swim meet official functions. By rule, only carded people are allowed on deck during a swim meet.

Check In

This term refers to the procedure the swimmer goes through when he/she arrives at the meet. The swimmer must register at the Clerk of Course. This lets the swim meet officials know that the swimmer is present and ready to swim. The swimmer should "check in" immediately upon arrival at the meet.

Colorado System

The name of the electronic timing system used at most swim meets.

Deck

Refers to the cemented area surrounding the pool.

Dual Meet

A swim meet held between only two teams.

Long Course

The course where the length of each lap of a race is the length of a 50 meter pool. Long course season runs from April to August.

Short Course

The course where the length of each lap of a race is the width of a 25-yard wide pool. Short course season runs September through early April.

Split Time

A time taken at certain intervals during a race.

REAL

This stands for Redwood Empire Aquatic League. VJO is part of this multi-team league. Each year there is a REAL championship meet in August before the end of swim season. **This is the biggest team meet for VJO. Every swimmer is expected to swim in this meet.**

Zone 3

The Zone of Pacific Swimming to which VJO belongs. This zone encompasses the North Bay Area and north to the Oregon border and east to (not including) the Sacramento Valley.

Revised 10/2005