

Greenfield Community Aquatic Team Policies

Version 2



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Swimmer Expectations

Purpose: To promote the best possible conduct of GCAT swimmers at all functions. To create the best possible individual, and public team impression at all times.

1. Drugs, Tobacco and alcohol are strictly forbidden for all GCAT swimmers.
2. Unsportsmanlike, indiscreet, and destructive behavior, including the use of obscene language will not be tolerated.
3. Interference with another swimmer's progress is not acceptable.
4. Swimmers are expected and required to conduct themselves in a courteous, respectful manner at all times as they are representatives of GCAT and the Greenfield Community.
5. A swimmer who earns a position in finals is expected to participate in finals and will not scratch finals. Only a GCAT coach may scratch a swimmer from an event, if the coach determines scratching is appropriate.
6. Disrespectful and unsportsmanlike behavior towards meet officials and workers is forbidden. Problems should be brought to a coach and allow the coach to handle any meet issues.
7. Friendship and camaraderie between teammates is priceless and essential to the success of our team/club GCAT. Comments that are unsportsmanlike, inappropriate, racial, sexist, and/or damaging to the team spirit by a GCAT swimmer, whether directed at opposing club swimmers or at GCAT teammates will not be tolerated.
8. All USA Swimming rules and codes of conduct will be followed.
9. Respectful behavior towards coaches, officials, and parents is expected. Any inappropriate behavior or comments directed towards coaches, officials, or teammates will not be tolerated.

Meet Expectations

1. A swimmer who earns a position in finals is expected to participate in finals and will not scratch finals. Only a GCAT coach may scratch a swimmer from an event, if the coach determines scratching is appropriate.
2. Clean up your area before you leave – swimmers and parents.
3. Keep all comments and behavior positive during the meet. As a swimmer and parent, you are representing GCAT. Please discuss frustrations and concerns privately.
4. Swimmers should not be in the spectator area during the swim meet because the water left behind can cause a slip hazard.

Practice Expectations

The following guidelines are to inform parents and swimmers of the coach's policies regarding practice. These policies have been developed over many years and are designed to provide the best practice environment for all.

1. GCAT does not have a set attendance policy. As with most athletic activities, competition will improve as practice time increases. Your coaching staff has spent a great deal of time preparing a practice schedule that caters to the variety of ages and ability levels for GCAT.
2. GCAT swimmers should arrive at the pool practice facility no earlier than 15 minutes prior to their workout time. They should also be picked up no later than 15 minutes after their practice time is over. This is for their safety and protection.
3. In order to continue the good relationship that we currently have with our High School, no swimmers are allowed in any areas of the High School other than the workout facilities and the halls that lead to them. It is also extremely important for siblings of swimmers, as well as any other young children involved with the team, to be under constant supervision.
4. While at practice, swimmers are the responsibility of the coaching staff. During workouts, swimmers are not to leave the pool area without the coach's permission. In addition, a parent must notify the coach verbally or with a written note if any swimmer would need to leave practice early.
5. GCAT is the guest of Greenfield Central High School and it is our responsibility to respect this privilege. Any damage to the school property may result in the financial liability of the swimmer's family. Any damage may also result in the swimmer being asked to leave the team permanently.
6. Swimmers qualified for championship meets (e.g., Divisionals, State, etc.) must attend practices the two weeks prior to the championship meet.

Parent Expectations

1. Set the example by showing respect and common courtesy at all times to the team members, coaches, competitors, officials, parents, and for all facilities and other property used during practice or competition.
2. Respect the integrity of swim officials by assuming decisions are based on honest, objective evaluations of performance. Only coaches may approach officials for clarification of rulings.
3. Understand that opposing teams, including their swimmers, coaches, and fans, want the same positive experiences for their swimmers as we do. Avoid criticism either verbally or by gesture. Look for opportunities to build rapport with teams that we compete and work with.
4. Demonstrate good sportsmanship during all practices, competitions and team activities. GCAT wins gracefully, loses graciously and congratulates their opponents either way.
5. Support your professional coaches as they strive to do what is best for each GCAT swimmer. Realize that swimmers become easily confused when coached by parents and benefit most from positive reinforcement of the professional coaching staff's instructions and advice. Your unconditional love and support before and after races will help them best.
6. Represent GCAT with excellence, respect, team spirit, good sportsmanship, and politeness.
7. If you have coaching concerns, address it with the appropriate coach in private. If you have club concerns, address it with the GCAT board via email at directors@swimgcat.org or directly with the board president.
8. Ensure that responses on any of the team's communications channels (text, email, social media, etc.) remain professional and considerate.
9. Do not interrupt or confront the coaching staff on the pool deck during practice or meets, including not being present on deck during practice or competitions unless you are working at the meet. Coaches are available before or after training, meets and competitions for feedback or to discuss issues.
10. Trust and support your swimmer's and coach's decisions around goal-setting, training commitments, swim event entries, and meet schedules. Do not impose your ambitions on your child.
11. Any questions about disqualifications, judging, etc. should be directed to your swimmer's coach.

Volunteer Policy

Every GCAT family must volunteer for each home meet and hosted meets at other facilities, (e.g. IU Natatorium). Volunteer requirements will depend on the nature of the meet (duration, number of swimmers, etc.) and will be communicated in advance of the meet. Volunteers must be at least high school age or an incoming high school student for the family to receive volunteer credit.

Other volunteer opportunities are available throughout the year as well. If you are interested in helping in other areas, please see a Board Member or Coach.

Unattached Swimming Policy

GCAT swimmers may not swim as unattached swimmers at meets that are not on GCAT's competition schedule. Please understand this does not include zone meets that swimmers qualify for under the LSC Indiana Swimming. For all other championship meets that require qualifying times, swimmers will be registered with GCAT and a GCAT coach will be in attendance.

Our aim at GCAT is to encourage all our swimmers to use defined time standards, the GCAT team meet schedule, and consistent training as stepping stones to reach the next level. GCAT is a team. We value each member's unique roles —parents, coaches, and officials— and firmly believe in upholding these boundaries. Overstepping these roles can lead to complications. Our coaches work hard to develop the training they provide for their groups and we feel strongly in respecting that bond between a swimmer and their coach. We continually strive to improve and provide the best overall development for our swimmers, both in and out of the water. We have been successful in doing so and we plan to continue with this philosophy.

Animal Policy

No pets/animals, except for service animals, are allowed at GCAT practices and GCAT meets. The presence of animals is a liability for GCAT and distracts from training and meets.

No Solicitation Policy

No one, other than GCAT coaching staff and GCAT board members, may advertise for non-GCAT athletic training or coaching services while attending GCAT practices and GCAT-hosted meets.

Financial Policies

Financial Policy

Seasonal Commitment: You are committing to be a member of Greenfield Community Aquatic Team for the season for which you have registered. No dues are refundable unless you have a medical condition which prevents you from swimming (doctor's note required), or your family is moving out of the county. If you are new to GCAT we offer a trial period in which after two weeks you decide that being part of a competitive swimming program is not right for your child(ren) at this time, we will refund all registration fees and training group fees minus \$30 per swimmer for the instruction your child(ren) received during that 2 week period.

Meet Entry Fees: Swimmer may voluntarily enter meets by signing up via the GCAT website. Entry fees vary by meet and will be charged if the swimmer is signed up for the meet. Please keep in mind that teams charge GCAT for meet events upon entry and that these fees must be paid regardless of whether or not the swimmer actually swims in the meet. Once the signup deadline for the meet has passed you are responsible for the meet fees.

Billing And Collection Policies & Procedures

All invoices are due on the 1st of each month and may be viewed by logging on to your private account on the club's website, www.swimgcat.org. Once we have you registered in our system you will be emailed instructions on how to login and set up passcode.

- You are responsible for notifying the team treasurer (billing@swimgcat.org) if you believe your billing summary is incorrect.
- All invoices are due by the end of the month and may be subject to a \$10 late fee.
- Bills will be considered delinquent if they are not paid by the 15th of the following/month (i.e. over 30 days past due) and coaches will be informed that the child will not be permitted to participate in competitive meets until delinquent balance is paid in full.
- If balances are 60 days past due, you and coaches will be informed that the child will not be permitted to participate in competitive meets or practices.
- If balances are 90 days past due, the club will pursue any means necessary to collect balance due, including, but not limited to, the use of an outside collection agency. Any fees charged by the collection agency or legal fees incurred while trying to collect on a past due account will be the responsibility of the swimmer's family.
- The club recognizes that members may encounter periods of financial hardship. Any request for special consideration for an alternative payment plan must be submitted to the Treasurer and approved by a small committee. These requests will be handled confidentially. Please contact us as early as possible so balances do not escalate.

Updates to Policies and the Handbook

The Board of Directors reserves the right, in its sole discretion, to make immediate changes or additions to this Handbook if it determines that such changes and/or additions are appropriate and/or necessary and are in the best interests of the Greenfield Community Aquatic Team members and/or their families. Any such changes or additions may be adopted to become effective immediately upon issuance of written notice of the changes or additions to all members and their families via email, even if such changes or additions are adopted during a swimming season.

Conflict Resolution and Violation of the GCAT Policies

Parents or swimmers that have questions or concerns about the GCAT Policies should contact the GCAT Board of Directors at directors@swimgcat.org. Violation of the GCAT Policies are grounds for disciplinary actions. This can include parent contact, swimmer & parent meetings with coach and/or club board, temporary suspension from team practices and meets, and expulsion from GCAT. At the discretion of the GCAT Board of Directors, repeat violations may result in permanent removal from GCAT including all practices and all meets.