



September, 2006

**Boise YMCA Swim Team
2007 Registration for New Members**

Dear Swimmers and Parents:

Welcome to the Boise YMCA Swim Team! We have put together a packet which we hope will provide you with all the information you need to begin swimming with our great team. Please read the material carefully. **If you are registering more than one child, please ask the coaches or contact the Registration Chair to obtain additional USA Swimming, Team Registration and Health forms or download the additional forms needed from the team website.**

All forms requiring a signature must be returned as soon as possible. If you have any questions regarding the information in your packet, please do not hesitate to call Frank Burlison, Head Coach (377-4886, ext. 426 or 344-5502, ext. 303), Rochelle Kirkpatrick, Registration Chair (938-0936); or Patty Stratton, Team Admin (376-1135).

PLEASE MAIL ALL COMPLETED FORMS, A COPY OF YOUR CHILD'S BIRTH CERTIFICATE, AND YOUR \$50 PAYMENT TO OUR REGISTRATION CHAIRMAN, ROCHELLE KIRKPATRICK; P.O. BOX 1812; EAGLE, ID 83616.

Please read and follow the instructions below. ALL SIX ITEMS MUST BE RETURNED!

- 1. Fill out and return** the 2007 USA Swimming Registration form. Your registration will be valid from now until December 31, 2007. Membership in USA Swimming provides your swimmer(s) with secondary accident insurance. **You must also include a check made out to The Boise YMCA Swim Team for \$50.** This annual fee must be paid in order for your swimmer to practice and compete with the team. Monthly dues and other charges will be billed—you will receive your first bill, along with our monthly newsletter, during the first week of each month. **Do not make your check out to Snake River!**
- 2. Important: You must provide a photocopy of your child's birth certificate with your Registration form if your child was not registered in 2005 or 2006.** The photocopy will be mailed to Snake River Swimming's Registration Chairman. You may mark out any information (other than legal name and birth date) which you would prefer not be known.
- 3. Fill out and return** the Team Registration form.
- 4. Fill out and return** the Health History form. It is very important we have up-to-date information and a doctor's name on file.
- 5. Sign and return** the YMCA Code of Conduct & Parent Pledge Forms.
- 6. Fill out and return** the Volunteer Information Sheet. We have listed several opportunities for parental involvement with the swim team. All parents are expected to help with our team meets—so indicate now what job you would like to do.

We have included a number of other important items in your packet. Please read the following and retain for your records:

Fees, Fund Raising, & Other Charges
Our Policy for Delinquent Accounts
Recommended Consequences for Misbehavior



USA SWIMMING

REG. DATE / OFFICE USE ONLY

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2007 ATHLETE REGISTRATION APPLICATION

LSC: SNAKE RIVER (SR) SWIMMING

ALL NEW REGISTRATIONS MUST INCLUDE A COPY OF THE ATHLETE'S BIRTH CERTIFICATE.

PLEASE PRINT LEGIBLY • COMPLETE ALL INFORMATION:

LAST NAME	LEGAL FIRST NAME	MIDDLE NAME

PREFERRED NAME	DATE OF BIRTH (MO./DAY/YR.)	SEX (M/F)	AGE	CLUB CODE	NAME OF CLUB YOU REPRESENT
				BY517	

FATHER'S LAST NAME	FATHER'S FIRST NAME	MOTHER'S LAST NAME	MOTHER'S FIRST NAME

MAILING ADDRESS

CITY	STATE	ZIP CODE

AREA CODE	TELEPHONE NO.

U.S. CITIZEN? YES NO

ARE YOU A MEMBER OF ANOTHER FINA FEDERATION? YES NO

IF YES, WHICH FEDERATION:

DISABILITY:

- A. Legally Blind or Visually Impaired
- B. Deaf or Hard of Hearing
- C. Physical Disability such as amputation, cerebral palsy, dwarfism, spinal injury, mobility impairment
- D. Cognitive Disability such as mental retardation, severe learning disorder, autism

ETHNICITY (In accordance with U.S. Census Bureau guidelines, you may make up to two choices if appropriate):

- Q. African American
- R. Asian or Pacific Islander
- S. Caucasian
- T. Hispanic
- U. Native American
- V. Other

MAKE CHECK PAYABLE TO:

Boise YMCA Swim Team

MAIL APPLICATION & PAYMENT TO:

**Rochelle Kirkpatrick
P.O. Box 1812
Eagle, ID 83616**

REGISTRATION FEE	
USA Swimming Fee	\$43.00
LSC Fee	7.00
TOTAL DUE	\$50.00

YEAR LAST REGISTERED _____. IF YOU REGISTERED WITH A DIFFERENT USA SWIMMING CLUB IN 2006, ENTER THAT CLUB CODE _____ LSC CODE _____ AND THE DATE OF YOUR LAST COMPETITION REPRESENTING THAT CLUB ____/____/____.

USA Swimming occasionally makes its membership list available to its marketing partners. Please notify USA Swimming's Member Services Dept. at 719/866-4578 if you do not wish to receive these mailings.

SIGN
HERE x _____
SIGNATURE OF ATHLETE, PARENT OR GUARDIAN

CHECK IF YOU WOULD BE INTERESTED IN MAKING A DONATION TO THE USA SWIMMING FOUNDATION ANNUAL FUND

**BOISE YMCA SWIM TEAM
REGISTRATION FORM**

Date _____

Swimmer's Name: _____

Preferred Name: _____ Last **Birth Date:** _____ First Middle Initial **M/F**
Circle One

Home Address: _____

Emergency Phone: _____ Street **School:** _____ City Zip **Grade:** _____

Father's Name: _____ **Phone #** _____

Home Address: _____ Last First

Place of Business: _____ (IF DIFFERENT FROM SWIMMER) **Phone #** _____

Mother's Name: _____ **Phone #** _____

Home Address: _____ Last First

Place of Business: _____ (IF DIFFERENT FROM SWIMMER) **Phone #** _____

Are You Currently USA Swimming Registered? _____ Yes _____ No

Previous USA Swim Club: _____ **Previous LSC:** _____

Last Date of Competition: _____ **Meet Location:** _____

Swimmer Group: Yellow ___ White ___ Green ___ Red ___ Blue ___ Bronze ___ Silver ___ Gold ___

Primary YMCA: Downtown _____ West YMCA _____

All mailings (monthly bills, newsletters, announcements, etc.) will be sent to the Swimmer's home address unless noted below. In addition, a swim team roster is prepared monthly. The roster is used by the Calling Committee, Meet Entry Chairman, Aquathon Chairman, etc. Please note below how your family would like to be listed on the roster.

Meet information and other important team communications are emailed to all families. Please be sure to provide an email address if you have one.

Swimmer's Name: _____

Parent(s) Name: _____

Home Address: _____

Home Phone: _____

Email Address: _____

Boise Family YMCA / Boise YMCA Swim Team
Authorization to Provide Emergency Treatment to a Minor

This form must be read and signed before the participant is permitted to take part in any travel, training, competition and/or meeting sessions. By signing this agreement, the parent/legal guardian of the said participant affirms having read it.

This is to certify that we as parent(s)/guardian(s) with legal responsibility for **(Name of Participant)** _____ do consent and agree to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital service that may be rendered to said minor under the general or special instructions of the Emergency Physician in charge at the health facility selected by the Boise Family YMCA/Boise YMCA Swim Team.

It is understood that this consent is given in advance of any specific diagnosis or treatment being required, but is given to encourage the Boise Family YMCA/Boise YMCA Swim Team and any said physician to exercise their best judgment as to the requirements of such diagnosis or treatment.

It is also understood that this authorization extends to the performance of major surgery and to the administration of blood and any extensive resuscitative measures as may be needed in the case of drowning or other serious accident.

We hereby designate _____, M.D. as primary physician and request the Emergency Physician to call him/her at _____ for primary care of the above said minor, if practicable. (Phone #)

Parent/Legal Guardian Signature: _____ **Date:** _____

Parent/Legal Guardian Name (Printed): _____

Medical Insurance Information

Parent(s)/Legal Guardian(s) need to provide current medical insurance information for the above said participant.

Provider: _____ **Access Phone #:** _____

Enrollee Identification #: _____ **Group #:** _____

Any Other Necessary Information: _____

Participant's Health History

Name: _____ **Birth Date:** _____

Father's Name: _____ **Mother's Name:** _____

Address: _____ **City:** _____ **Zip:** _____

Phone (home): _____ **Phone (cell/office):** _____

Emergency Contact: _____ **Phone:** _____

Allergies: _____

History of Significant Disease/Surgeries: _____

Date of Last Tetanus: _____

Current Medications: _____

YMCA Code of Conduct For Boise Y Swim Team Participants

The purpose of the Boise Y Swim Team is to provide meaningful experience and opportunity for recreational and competitive swimmers. The YMCA Character Values of Caring, Honesty, Respect and Responsibility guide the swim team to ensure an atmosphere of safety and belonging for all participants.

Caring

- I will be supportive of my teammates.
- I will do my best to be a role model to younger swimmers.
- I will take pleasure in and celebrate others success.

Honesty

- I will tell the truth.
- I will own up to and apologize for my mistakes.

Respect

- I will demonstrate good sportsmanship at all times.
- All cheering will be positive.
- I will be respectful of teammates, competitors from other teams, officials, coaches and parents.
- I will treat facilities and equipment we are privileged to use with respect.
- I will use respectful language and refrain from abusive or profane language.
- I will show respect by winning with class and losing with class with dignity and humility.

Responsibility

- I will take responsibility for my own actions.
- I will help with set up, clean up and putting equipment back where it belongs.
- I will volunteer as much as my schedule permits.
- I take responsibility for my swimming performance recognizing that my efforts in practice lead to my results in meets.
- I will base my success on my own performance, not by comparing it to others.
- I will come to practice ready to do my best and will not be disruptive to others.
- I will do my best to model Y values.
- I will represent the YMCA and the team in a manner for which we can all be proud.

I have read and I understand the YMCA Code of Conduct for Boise Y Swim Team. I agree to abide by the expectations described above and understand that I will receive disciplinary action that may include being removed as a participant if I fail to meet any of the expectations.

Swimmer Signature: _____

Date: _____

Parent Signature: _____

Date: _____



We build strong kids, strong families and strong communities

YMCA and Positive Coaching Alliance Parent Pledge

Parents please read, initial each item, sign and return to the coaching staff.

1. I pledge to get my swimmer to practice and swim meets on time. I understand that it can be embarrassing for my child to be late and that I may be putting him/her at risk by not providing adequate time for warm up. This shows respect for the coach, and it tells my swimmer that he/she is my top priority. _____ (initial)
2. I pledge to use positive encouragement to fill my child's Emotional Tank because athletes do their best when their "Emotional Tank" is full. I understand that fewer than 1% of youth sports participants receive college scholarships and that the top three reasons kids play sports are: a) to have fun, b) to make new friends, and c) to learn new skills. I understand that swimming is for the swimmer, and I will keep swimming in the proper perspective. _____ (initial)
3. I pledge to reinforce the ELM Tree of Mastery with my child (E for Effort, L for Learning and M for bouncing back from Mistakes). Winners are people who make maximum effort, continue to learn and improve, and do not let mistakes, or fear of making mistakes, stop them. I understand that mistakes are an inevitable part of any game and that people learn from their mistakes. I understand that children are born with different abilities and that the true measure is not how my swimmer compares to others but how he/she is doing in comparison to his/her best self. _____ (initial)
4. I pledge to Honor the Sport of Swimming. I understand the importance of setting a good example for my child. No matter what others may do, I will show respect for all involved in swimming including coaches, swimmers, spectators and officials. I understand that meet officials make mistakes. If the meet officials make a mistake, I will Honor the Sport and not make any comments. _____ (initial)
5. I pledge to refrain from yelling out instructions to my swimmer. I will not coach from the deck. I understand that this is the coach's job. I understand that swim meets are chaotic times for swimmers trying to deal with fast-paced action. I will limit my comments during the swim meet to encouraging my swimmer. _____ (initial)
6. I pledge to refrain from making negative comments about my child's coach in my child's presence. I understand that this plants a negative seed in my swimmers head that can negatively influence my swimmers motivation and overall experience. _____ (initial)
7. I pledge to follow the YMCA Character Values of Caring, Honesty, Respect and Responsibility. I will allow my swimmer to be responsible for his/her actions and will encourage them to be caring, honest and respectful to all swim team participants and parents. _____ (initial)

Parent's Signature: _____

Date: _____

Print Swimmers Name: _____



We build strong kids, strong families and strong communities

BOISE YMCA SWIM TEAM

Parent Volunteer Form

Name: _____ Date: _____

Swimmer Name(s): _____

Address: _____ City: _____ Zip: _____

Email Address: _____ Phone #: _____

The activities and success of the Boise YMCA Swim Team program are very dependent on the efforts of the many volunteers who serve each year. Please indicate areas in which you will help.

Meet Hospitality Room Co-Chair _____
Meet Concession Co-Chair _____
Meet Official _____
Meet Announcer _____

Meet Hospitality Room Worker _____
Meet Concession Worker _____
Meet Awards and Results Worker _____
Train to be meet Official _____

Fall Retreat Co-Chair _____
May Banquet Co-Chair _____
Aquathon Fundraiser Co-Chair _____
Newsletter Chair _____
Management Council _____

Fall Retreat Chaperone _____
May Banquet Worker _____
Aquathon Worker at Weekly Events _____
(once per week for about 4 weeks)

*The team hosts 2-3 major meets and several dual and intrasquad meets during the year. All parents of participating swimmers **will be assigned timing shifts**, unless they have a specific assigned job at the meet or are an official.*

BOISE YMCA SWIM TEAM FEES, FUND RAISING, & OTHER CHARGES FOR FALL 2006

Becoming a member of the Boise YMCA Swim Team means fun, fitness, and teamwork. It also means a financial obligation to pay your monthly dues and other charges in a timely manner. The following outlines what you can expect to pay as a member of the Boise YMCA Swim Team. At first glance, it may seem as if the swim team is expensive. However, when taking into account the hours of coaching your swimmer receives for his monthly dues, the swim team offers a reasonable team experience designed to promote self esteem, self-discipline, and good sportsmanship.

YMCA MEMBERSHIP: Because the swim team is a Boise YMCA program, each Swim Team member must also be a member of the Boise YMCA. The membership fee varies depending upon whether you have a youth or family membership. Arrangements for becoming a YMCA member should be made at the front desk. Your membership allows you full use of both the Downtown and West Boise facilities. Currently, the youth membership is \$19.90, plus tax, per month if paid by monthly bank draft. If you choose not to do the bank draft, monthly dues are \$29.85, plus tax, payable in advance. There is no joining fee required for a youth membership.

USA SWIMMING: As the Boise YMCA Swim Team is a member of USA Swimming, all members are required to pay a yearly membership fee. The **annual** fee for 2007 is \$50. The USA Swimming membership provides secondary health and accident insurance in case of injury during swim team practice and during swim meets.

MONTHLY DUES: Unlike most Boise YMCA programs, the Boise YMCA Swim Team is responsible for paying all program costs including coaches salaries, team travel, financial assistance, and operating expenses. Therefore, the Boise YMCA Swim Team must charge each swimmer monthly dues. The dues are dependent upon the group which your swimmer is placed in and will change as your swimmer moves from group to group. Our current monthly dues are as follows: Yellow - \$41.00; White/Green - \$41.00; Red - \$46.00; Blue - \$50.00; Bronze - \$63.00; Silver - \$63.00; and Gold - \$76.00. A discount will be given at the rate of 90% for a second swimmer, 50% for a third swimmer, and no charge for additional swimmers after three. (The swimmer in the most advanced practice group will be charged 100%, the second highest group 90%, etc.) The discount applies to dues only. Families will receive a bill each month, along with the team newsletter.

TEAM ADMIN FEE: Each January, team members are charged \$12 to cover the cost of meet relay fees (annual team admin fee) for all meets. This fee is pro-rated throughout the year (i.e. swimmers joining the team for the first time in September will be charged \$4.)

FINANCIAL ASSISTANCE: Financial Assistance (FA) for Boise YMCA Swim Team monthly dues is available. If you are in need of Financial Assistance, the swim team asks that you apply through the Boise YMCA for assistance with their membership fee. Applications for Financial Assistance are available at the front desk. Once you have been approved for assistance by the Boise YMCA, notify the Administrative Assistant of the swim team. The Swim Team will then grant Financial Assistance at the same percentage and in the same method as the Boise YMCA. **Financial Assistance provided by the swim team is not available for anything except monthly dues.** In addition, families on Financial Assistance are expected to regularly volunteer and participate in Aquathon. Please direct all financial questions to our Team Admin, Patty Stratton (376-1135).

-OVER-

LEAVE OF ABSENCE: Because of the size of our team (consistently 150 families), it has become more and more difficult to keep track of swimmers who take a leave of absence for a short period of time. In addition, it is extremely hard to prepare an annual budget which takes into consideration the income lost by swimmers who decide to take a leave of absence of any length. Therefore, we have developed a Leave of Absence policy. This policy is as follows: A leave of absence will be granted for one month (31 days) with no penalty. A swimmer whose leave of absence lasts more than 31 days will be assessed a rejoining fee of ½ their current monthly dues.

AQUATHON: Because of the expense of staffing two pools and providing a quality program for up to 200 children, monthly dues are simply not enough to cover the costs involved in running our swim team. Therefore, each year in January, swimmers are asked to participate in Aquathon, our major fund-raiser. The Boise YMCA Swim Team feels Aquathon is a fair and equitable way to have everyone participate in fund raising. Swimmers obtain pledges from members of the community for swimming a certain number of laps (max of 200 in 2 hours). Many families make a cash contribution to the team in lieu of participating in Aquathon.

COACHING FEES: Swimmers attending meets with qualifying standards or travel meets outside the Snake River LSC that require the travel of a coach and/or chaperon will be charged a coaching fee if they have not participated in Aquathon at their suggested level. Coaching fees will also be charged to swimmers who have not done Aquathon and have paid less than 3 months dues prior to attending the travel meet, returning collegiate swimmers, and non-Boise YMCA swimmers who travel with the Boise Y Swim Team. Coaching fees are reviewed and set by the Board each year.

TEAM UNIFORM: There is no requirement to purchase the Boise YMCA Swim Team swim suit, sweats, shorts, or t-shirts. Coaches do ask all members to purchase the team swim cap (\$3.75 each for latex, \$12 for silicone) if they are participating in swim meets. The team swim cap is not required to be used during practice. Team suits are available through J.D. Pence. Team sweats are ordered a couple of times a year. For questions about team clothing items, please call Sherri Lauer (383-4134).

SWIM MEETS: The Boise YMCA Swim Team hosts 2-3 swim meets each year. In order to run these meets, we need many volunteers. We ask each swim team family to volunteer 3-4 hours of their time during these weekends. Volunteering is a great way to meet new people and get involved in your child's activity. Swim meets are also major fund-raisers for the team. Through the sale of t-shirts and heat sheets we generate needed funds to help with our fund raising goals. Families are asked to either contribute food items to the hospitality room at our home meets or pay \$5/meet. The hospitality room provides food for our coaches and volunteer officials.

Fees are charged to enter any swim meet. These charges include a per event entry fee and a swimmer surcharge. The average meet will cost a swimmer approximately \$12-15 in entry fees depending upon the number of events entered. Swimmers are billed for these entry fees. All relay fees are paid by the swim team. The team must pay the host club for all entry fees in advance. **A swimmer who enters a meet and does not cancel the entry with Patty Stratton before the check is sent to the host club must pay for his/her entry whether or not he/she ultimately attends the meet.**

QUESTIONS: If you have further questions, do not hesitate to talk to the coaching staff (please do not interrupt practice but contact coaches before or after practice) or any of the following:

Head Coach	Frank Burlison	344-5502 ext 303
Team Administration	Patty Stratton	376-1135
Registration Chair	Rochelle Kirkpatrick	938-0936
New Members Chair	Bev Ackerman	884-3934

POLICY FOR CONTROLLING DELINQUENT ACCOUNTS

REASON FOR THE POLICY. As a volunteer, not-for-profit organization, the Boise YMCA Swim Team depends on the cooperation of its members, especially in the matter of finances. Some members are chronically late, erratic, and even delinquent in meeting their obligations. In the past, we have had no established policy in this area and unpaid balances have become alarmingly large without having any way to control them. **Financial aid and special arrangements for hardship are supported by the Swim Team and the YMCA**, so seriously past-due accounts are unfair to everyone--those who owe them and those who subsidize them.

This policy is not intended to punish anyone. It is a necessary consequence of being a large team requiring business-like administration. Few members will be affected by it, but we all need to be reminded our responsibilities are real and not meeting them will have direct, tangible consequences the whole swim team supports.

The policy defines the club's expectation for payment of dues and fees and allows for exceptions in special cases. It then defines membership in good standing, how one can lose that status, and what the consequences of that loss are. It also provides for tracking and reinstatement.

1. **PAYMENT EXPECTATIONS.** Members are billed monthly for swimmer's fees, meet entry fees, and other items which members have agreed to charge to their accounts. Payment is due upon receipt, and will be considered past due fifteen days after the bill's mailing date. Bills are mailed to members on the 1st of each month; therefore, an account becomes past due if balances owing are not received by the Team Administrative Assistant by the 15th of that month.
2. **EXCEPTIONS.** Members with special financial situations will be accommodated if they make arrangements with the Team Admin. Such arrangements must include a written payment schedule, signed by the member, which brings the balance current within a reasonable time period. It is the responsibility of the member to bring the issue to the attention of the Team Admin, Treasurer, and the Head Coach.
3. **MEMBER IN GOOD STANDING.** A member in good standing is any member whose account is:
 - a. Current or
 - b. Less than 60 days past due and who has made special payment arrangements with the Team Admin as described in **Exceptions**.
4. **LOSS OF STATUS AS MEMBER IN GOOD STANDING.** A member who ceases to be a member in good standing loses membership privileges for themselves and their swimmers, including elective or appointive positions on the management council, appointive positions for team events, subsidy or reimbursements for meets, and eligibility for participation in workouts and meets.
5. **PROCEDURE.**
 - a. This policy will be included in the registration packet for all new swimmers.
 - b. The Team Admin will provide the Treasurer and Head Coach with a list of all accounts over 30 days past due on a monthly basis.

- c. The Team Admin will prepare a special report of past due accounts for review by the Treasurer and Head Coach each month and report monthly any payments received on such past due accounts. The Treasurer or Head Coach will report monthly to the Executive Committee on those members who are no longer in good standing due to delinquencies.
- d. If a member's account becomes 30 days past due, the Team Admin will enclose a copy of this policy with the following month's billing, providing no other arrangements have been made.
- e. If a member's account becomes 60 days past due, and no satisfactory arrangement has been made with the Team Admin to cure the past due balance, the member will be considered to have lost good standing status. At this point, a letter will be sent by the Head Coach/Treasurer so indicating, as well as advising that swimming and other privileges will be suspended until the account is brought current, or until a satisfactory arrangement has been made as described in **Exceptions.**

Leaves of Absence/Resignation Policies:

Members wishing to either resign from the team or temporarily take time off from the team to pursue other activities and interests, must complete the **Leave of Absence** form in a timely manner and submit this to the Team Admin for processing, in order to avoid being billed and held liable for fees and charges during the period of absence. The team Leave of Absence form can be downloaded from the team website: www.boisevswimteam.org

These forms are available at the West Y office of the Head Coach, the Downtown office of the Assistant Head Coach, the team web site, or upon request of any of the coaches.

This form must be ***completed and mailed*** to the Team Administrative Assistant such that the Team Admin receives it by the 25th of the month preceding the month in which the leave of absence or termination is planned to begin. Otherwise, the member will be responsible for all fees and charges normally assessed in that billing cycle. (i.e. member x wishes to take a 3-month hiatus to play soccer commencing in September. Team Administrative Assistant must receive Leave of Absence form no later than August 25; otherwise the member will be charged for September.)

Recommended Consequences for Misbehavior

Boise Y Swim Team recommended consequences for not abiding the YMCA Code of Conduct and/or the Travel Code of Conduct are:

First Offense:	Warning by attending coach. Parents contacted.
Second Offense:	Conference with participant(s), parents, attending coach and Y personnel. Punishment agreed upon for next offense.
Third Offense:	Punishment performed.
Continued or: Severe Offenses	Handled by YMCA personnel.
Vandalism	Restitution for damage, written apology and a determined suspension from team activities.
Theft	Restitution, written apology, and a determined suspension from team activities.
Substance Abuse	Zero tolerance. Any participant who commits a substance abuse offense is immediately suspended from any team activities. The length of the suspension will be determined by YMCA personnel.

Offenses that occur during travel activities the parents will be contacted. Depending upon the severity of the offense, a swimmer could be scratched from events, or for the remainder of the meet.

Parents are responsible for transportation, any expenses and liabilities if a swimmer needs to be sent home.