

CWAC TEAM HANDBOOK

Welcome to the Chicago Wolfpack Aquatic Club (CWAC). This team handbook was prepared in order to help familiarize swimmers and parents with the CWAC program. The Team Handbook explains CWAC terms, conditions, policies and procedures. The Parent Handbook is for those newer to the world of competitive swimming and is aimed to educate parents about the sport. Various sections were taken from booklets and articles published by USA Swimming and the American Swimming Coaches' Association. Please make sure you are familiar with both handbooks.

The CWAC program emphasizes fun, enjoyment and excellence within the sport of swimming. CWAC coaches stress the development of life-long values of sportsmanship, self-respect, respect for others, honesty and responsibility to self. I hope the two handbooks will provide you with some insight on what CWAC and USA swimming is all about. If you have any questions please feel free to contact me at 312-432-8321. Welcome to CWAC: Training for Life.

Sincerely,
David Stephens
CWAC Head Coach

WWW.CWACSWIMMING.COM



CWAC Mission Statement

The Chicago Wolfpack Aquatics Club (CWAC) is a developmental and competitive swimming club in the heart of Chicago. The mission of CWAC is to embrace swimmers of every level and provide them with the best possible environment and resources, allowing them to progress from novice to the highest level of competition. The CWAC coaching staff strives to instill in young swimmers an understanding and appreciation for such concepts as high self-esteem, personal accountability, sportsmanship, teamwork, self-discipline, goal setting and goal achievement. These ideals will translate into each athlete's success in training, competition and in life as they grow and develop into adults.

CWAC Objectives & Values

- To encourage and achieve excellence in developmental and competitive swimming.
- To promote competitive swimming on a local, regional, state and national level.
- To advance and promote a program that encourages attendance, develops team unity and builds life-long friendships between team members and club families.
- To operate all of our programs at the highest levels of integrity and fairness.
- To provide a positive environment that is challenging, safe, healthy and rewarding for all athletes.
- To offer a professional, motivated and talented coaching staff.
- To build a solid base from which we can grow and expand our membership in the community.

Affiliations

CWAC is a charter club of USA Swimming and Illinois Swimming. All coaches must be USA Swimming Members, undergo a background check and have certifications in First Aid, CPR, Athlete Protection and Coaches' Safety Training. USA Swimming is the governing body for amateur competitive swimming in the United States. For more information on USA Swimming please visit their website at www.usaswimming.org

CWAC Terms & Conditions

All CWAC swimmers must complete the following registration process:

CWAC REGISTRATION

Registration must be completed online prior to practicing with CWAC. It includes the Registration Form which provides information for each family such as the mailing address, phone number, practice group and family e-mail address(es). Also included is the Emergency Health Information Form with information on any special medical conditions and how to contact an alternate person/relative in an emergency. The CWAC Code of Conduct should be read by both the parent(s) and swimmer. All information provided is secure on the website and not made public.

WEBSITE ACCOUNT

Once you have received your acceptance to the team and completed your website registration, you will be given your own online account and should verify your e-mail address. Here you will have access to your personal information, financial account, swim meet sign up, etc. Your primary e-mail address will be used as the user name to log in to this account. E-mails from the website are system generated, so be aware that they may be received as junk mail. Meet reminders, invoices and group notifications are all sent via e-mail so please make sure it is an e-mail account you check on a regular basis.

USA SWIMMING REGISTRATION

All CWAC swimmers must register with USA Swimming. This annual membership allows athletes to practice with CWAC and compete in USA Swimming sanctioned swim meets. USA Swimming provides supplemental insurance coverage for all swimmers. The \$62.00 USA Swimming membership fee is in addition to the tuition fees for the CWAC program, and payment must be included with the registration form. **DO NOT** mail the USA form to Illinois Swimming. A discounted fee is offered for those in the CPS lunch program. Documentation must be provided in a timely manner.

CWAC WEBSITE

The CWAC website aims to serve its members by providing news, accomplishments and updates during the season to its members. The following information can be found on the website:

- CWAC News – swimming links, swimmer tips, upcoming clinics / events, meet recaps, etc.
- Team Info – practice schedule, handbooks, groups, fees, forms, tryout info, etc.
- Swim Meets – meet info packets, meet schedule, etc.
- Team Records – short course and long course records, Illinois Top 10, etc.
- Calendar – team and group practice schedule changes, swim meets, meet sign up deadlines, etc.
- Wolfpack Swim School – lesson program information, schedule, registration, etc.
- CWAC Gear – team suits, apparel, equipment, vendor contact info, etc.
- Meet Results – results by name and events as well as results of previous seasons.

TUITION FEES

Your tuition account is used to cover pool rental, coach's salary, operating expenses, awards, website and other administrative fees. Each child's tuition is based on the group that they are placed in. Fees can be found on the team information page of the website.

MEET ENTRY FEES

A "meet entry fee" is the cost for participation in swim meets. Most meets we attend have entry fees associated with them. CWAC will initially cover the cost of the entries and then will invoice each participant for the amount owed. Entry fees for one swimmer for an average two day meet are about \$25 - \$30. For every sanctioned meet that an individual participates in there is an additional surcharge that goes to Illinois Swimming which usually ranges from \$3-\$5. There may be an additional facility fee charge from the host team. Entry fees will be charged after each meet and are included in the monthly invoices. **Once the entries for a swim meet have been turned in to a host team, the swimmer is responsible for their entry fees whether they swim or not.**

CWAC EQUIPMENT / GEAR FEES

Each registered CWAC swimmer will have a \$25 fee per year to cover the cost of their cap, t-shirt and equipment. Individual equipment purchased by the club for personal use will be invoiced separately. Examples of this type of equipment include snorkels and tempo trainers.

Apparel items and additional equipment are available for purchase through our vendor, The Swim Team Store. This is an online store and items are shipped directly to you. Caps are available for purchase at the pool throughout the season (\$5 latex or \$10 silicone). A personalized name cap order will be placed in the fall and spring. Swimmers qualifying for championship meets will receive additional gear. CWAC offers a wide range of items (for swimmers and parents) including T-shirts, sweatshirts, sweat pants, parkas, shorts and jackets.

PRORATING OF TUITION

Swimmers who sign up and join the team are expected to pay for the full season. Pro-rating of tuition is only done under the following circumstances:

- If the swimmer starts the season late and with head coach's approval
- If the swimmer changes groups during the season
- Special circumstances arise approved by the head coach

REFUNDS

Fees are not refundable unless (a) the program is canceled (b) a special circumstance arises or (c) you withdraw from a program for medical reasons. Special circumstances might include moving, family crisis, etc. You should immediately discuss any changes in your child's status with their coach and notify the head coach. If you do not notify the head coach, your account will be charged as though your child was training for that period. Meet entry fees are not refundable.

BILLING & PAYMENT

Invoices will be generated on the 1st of each month and will break down all charges. Balances are due on the 10th of that month. A \$10 late fee will be assessed for any outstanding dues after the 20th of the month.

Please remember that your child's tuition, annual gear fee, USA membership and meet entry fees are all separate. CWAC accepts cash and checks as well as credit cards and ACH (direct debit) transactions via the website. ACH and credit card fees are withdrawn on the first of each month and will deduct the entire amount owed for that billing period. For example, if your tuition dues for the month are \$100 and your meet entry fees are \$25, then \$125 will be withdrawn from your account on the first of the month. There is no additional fee for ACH usage, but due to the fees charged by the website and merchant provider there is a \$5 fee added to your monthly balance if you choose to use a credit card.

Checks should be **made payable to Chicago Wolfpack Aquatics Club (CWAC)**. Please note your child's name on your check or envelope. There is a \$25 fee for returned checks. Payments can be:

- Hand delivered to Coach Stephens at UIC or Coach Stabile at EP
- Mailed to Coach Stephens at 1076 W Roosevelt Road, Chicago, IL 60608

CWAC requests that if do not use an automatic payment option that you start off with a \$250 deposit per child to cover the USA membership fee, gear fee and the first tuition payment in addition to meet fees. Any swimmer who has an outstanding balance on their account at the end of each season will not be allowed to register for the next season until the balance is paid in full.

BILLING SCHEDULE

- Fall / Winter billing will start on October 1st and continue for five months
- Spring / Summer billing will start on May 1st and continue for three months
- High School Boys billing will occur on October 1st and November 1st
- High School Girls billing will occur on January 1st and February 1st

CLUB TRANSFER

Swimmers who transfer from another USA Swimming team to join CWAC must fill out a Club Transfer Form at the time of registration. All transferring swimmers are unattached for 120 days following the last date of competition as a member of the prior team. While unattached, a swimmer may practice with CWAC and compete in meets, but may not represent CWAC or compete on relays until the 120-day period has expired. It is the transferring swimmers responsibility to pay the \$10 fee with the completed form to the head coach.

VOLUNTEER REQUIREMENT

All members must give 10 hours of service to the team during the course of the year. This can be done in a variety of ways. We typically host several meets throughout the year and would not be able to do this without the support of our parents. Typical jobs at non-hosted meets include officiating and timing. Jobs at hosted meet also include admissions, concessions, hospitality, bullpen, marshal, etc. There are also ways to help outside of swim meets that include party planning, award recognition, etc. Hours will be tracked on the team website.

CWAC PRACTICE

PRACTICE EQUIPMENT

CWAC will provide kick boards, pull buoys and zoomers to all swimmers. Swimmers are responsible for purchasing practice suits, goggles, caps and any additional equipment as instructed by each groups coach. Swimmers are responsible for bringing their equipment to practice every day. Storage bins will be provided, but each swimmer will be accountable for the picking up and maintenance of their equipment bags.

- Blue & Bronze Teams – water bottle
- Silver Teams – water bottle, dryland gear
- Gold Teams – mesh bag, fins, pull buoy, water bottle, dryland gear
- National Teams – mesh bag, short fins, snorkel, pull buoy, paddles, water bottle, dryland gear

PRACTICE CONDUCT AND RESPONSIBILITIES

Swimmers are encouraged to attend all prescribed workouts in order to facilitate continued advancement and ability to keep up in workouts. The number of practices that children attend is the greatest factor in their improvement. It is important that swimmers are suited and on the deck by the start of practice and they stay throughout the entire practice. **Please make sure your swimmer is attending the practice times for the group they were assigned to.**

When dropping off swimmers, make sure they are safely in the building before you leave. It is also the parent's responsibility to pick up swimmers after practice. Swimmers should stay in the immediate pool area unless instructed otherwise by a coach. Swimmers and families should stay off any equipment not associated with the swim team's usages of the facilities. We are guests of UIC and EP and it is important we treat the facilities with respect. Remember that during practice the coaches are working with the children. Please save comments or questions for the coaches until after the workouts are over. Parents choosing to stay for practice must sit in the bleachers and are not allowed on the pool deck. Parents are asked to refrain from coaching from the bleachers.

PRACTICE ATTIRE

All athletes, if wearing a cap at practice, are **required to wear CWAC caps**. Every swimmer will receive one latex cap as part of their gear fees each season. Additional caps will be available for purchase at the pool or billed to your account. \$5 for latex caps and \$10 for silicone caps.

COMMUNICATING WITH THE COACHING STAFF

CWAC is a coach-run team. If you have any general questions, comments or concerns feel free to talk to any coach on staff. If you have any specific questions or concerns, please contact your child's coach first. The coaching staff makes all decisions regarding the policies and procedures of the team.

Be sure to only talk to coaches AFTER practices or meets. Before or during practice, the coaches are busy making preparations and assisting the swimmers. The same is true for meets. Please remember that the coaching staff has the best interests of the swimmers and team in mind. It is always best to talk to the coaches directly when you have a problem or concern. Please allow 24 hours for an e-mail response.

CWAC Practice Groups

The CWAC program is divided into 4 levels; Blue, Bronze, Silver and Gold. Each level is based on age and within each level swimmers are divided into three practice groups according to ability level, group criteria, verifiable times, practice attendance, commitment and coach's recommendation. Each swimmer is allowed to progress at his/her own pace. As swimmers progress, they are allowed to move into more advanced training groups. Below is a basic description of each level and group, as well as criteria and requirements. This is a competitive swim team and swimmers are expected to participate in meets. All new swimmers must try out in order to participate on the team.

Blue Level – Ages 8 & Under

This is an instructional level that introduces swimmers to all aspects of swimming. All practices involve instruction on proper swimming technique, body positioning, starts and turns. Swimmers are able to learn how enjoyable the sport is while building confidence in their abilities. Swimmers are encouraged to start participation in meets. Please note that this is not a learn-to-swim program and should not be thought of as swim lessons.

Bronze Level – Ages 9-10

This level is for swimmers familiar with all four strokes and continues to build on developing and refining their technique. Swimmers become accustomed with using the pace clock and doing sets with intervals. Training becomes more intense with an introduction to goal setting. Swimmers should be now participating in swim meets.

Silver Level – Ages 11-12

This level continues to build on swimming technique while introducing swimmers to competitive swimming and training. Conditioning training increases as each swimmer progresses and swimmers continue to emphasize swimming technique while building an aerobic base. Swimmers begin using more training equipment in addition to more interval work as well as an introduction to drylands. Meet and practice attendance requirements may be established by the coaches.

Gold Level – Ages 13 & Over

This level is the entry point for senior swimming and is for swimmers looking to fine tune their technique with a significant portion of practice time devoted to aerobic training. Dryland and equipment usage are common as swimmers are challenged to push themselves both physically and mentally. Goal setting and accountability are an important part of this level. Meet and practice attendance requirements will be established by the coaches.

National Level – Ages 13 & Over

Swimmers in these groups are highly proficient in all four competitive strokes. Continued emphasis is placed on swimming technique, and a significant amount of time is devoted to conditioning and training. Training will encompass all energy systems as well as stroke specific and distance work. Practices are difficult both physically and mentally. Swimmers in these groups should desire to compete at a state, sectional and national level and are required to participate in the highest level meet for which they qualify. Double practices and drylands sessions are part of the training. This is a year round training group and swimmers are expected to fully commit to the training program. Swimmers and parents will have a meeting with the head coach to discuss expectations before being placed in the group.

CRITERIA EXPLANATION

These criteria were developed carefully and critically for several reasons. First, it is important to have set standards that must be achieved before a swimmer moves to the next level. This will ensure his/her success at the new level and sets an equal playing field for everyone. Second, when swimmers know what they need to achieve in order to progress in the program, they have an easier time setting goals for themselves. Third, this will help the team improve as a whole as each swimmer strives for specific standards. As each individual improves, the team improves. Finally, it is a goal of the program that each swimmer reaches his/her full potential.

When moving a swimmer from one practice group to another, the coaches will also take into account the swimmer's **level of commitment** to the sport, attendance, meet times, maturity and make sure that the swimmer is mentally ready for the next level. Swimmers may be promoted to the next training group at any time during the season and ultimately the coach has the final say as to when a swimmer is ready for the next group. Trial sessions may be offered to see how swimmers handle a different training group.

An important point to remember is that the coaches want to insure the success of each swimmer as they move from one practice group to another. **It not advisable to move a swimmer up to the next level when that swimmer is not ready**, regardless of mastering the outlined skill requirements. If a swimmer cannot maintain the standards listed for his/her practice group within the first four weeks of the season, he/she will be assigned to another practice group. Swimmers are placed into training groups according to each groups criteria, verifiable times and coach's recommendations. While we look at times standards in making group moves, that is just one of many factors which include attendance, attitude, practice performance and well-rounded swimming ability which all come into play.

CRITERIA, PLACEMENT & ADVANCEMENT TO THE NEXT PRACTICE GROUP

The following criteria are used as guidelines when placing and/or moving a swimmer from one practice group to another. Please note that the time standards below are meant to be used as a point of reference and other factors will be taken into consideration as previously noted.

In order to be placed on the Blue Level, swimmers must be able to perform the following skills:

Willingness to attempt dives and flip turns

Ability to focus for the entire practice session

Learn basic lane etiquette for practice and acclimation to use of a pace clock

- Blue I – 50 free 44.99 / 50 back 55.69 / 50 breast 1:01.29 / 50 fly 54.39
- Blue II – Should be able to do 25 yards free under :30 and 25 back under :35
- Blue III – Freestyle with side breathing, backstroke unassisted, understanding of fly and breast

In order to be placed in the Bronze Level, swimmers must be able to perform the following skills:

Freestyle and backstroke with good form

Legal butterfly and breaststroke (50 yards)

Forward and Backstroke start

Streamlines off all walls and after dives

Open turns (breaststroke and butterfly)

Flip turns (freestyle and backstroke)

Proficiency and understanding of basic drills of all strokes

Have the desire to participate in competitive swim meets

- Bronze I – 10 & Under Regional Times
- Bronze II – 10 & Under 'B' Time Standards
- Bronze III – legal in 3 of the 4 strokes for 50 yards

In order to be placed in the Silver Level, swimmers must be able to perform the following skills:

Freestyle and backstroke with good form

Legal butterfly and breaststroke (100 yards)

Proficient in starts (forward and back) and turns (flip and open)

Streamlines off all walls and after dives (5 yards)

Ability to maintain proper basic interval work in practice

Proficiency and understanding of basic drills of all strokes

Expectation to participate in competitive swim meets

- Silver I – 11-12 'AA' Time Standards – Outstanding stroke technique in all four strokes
- Silver II – 11-12 'BB' Time Standards – Technically sound in all four strokes
- Silver III – 100 freestyle under 1:30 and 100 IM under 2:00

In order to be placed in to the Gold Level, swimmers must be able to perform the following skills:

Racing starts with proper technique and breakouts

Open turns for butterfly and breaststroke with correct technique and breakouts

Underwater pullouts for breaststroke of a start/out of a turn with correct technique and breakouts

Flip turns for freestyle and backstroke with correct technique and breakouts

Individual Medley turns with correct technique and breakouts

Relay exchanges with proper technique

Ability to read a pace clock and maintain proper interval in practice

Proficiency in all stroke drills

- Gold I – 4-5 Open Regional Time Standards
- Gold II – 13-14 Regional Time Standards
- Gold III – 13-14 'B' Time Standards

In order to be placed in or moved to the National / National Teams, swimmers must be able to perform the following skills:

Outstanding stroke technique in all four competitive strokes

Ability to read a pace clock and maintain proper intervals in practice

Proficiency in all stroke drills

Calculate heart rate and relate to training charts

Strong desire to compete on a state, sectional and national level

Swimmers in these groups are required to maintain 85% practice attendance.

- National II – 4-5 Illinois Senior State Time Standards
- National I – must have a Summer Speedo Sectional or NCSA Junior National Bonus Cut and be able to complete 15x100 1:20 LCM

Swim Meets

SIGNING UP FOR MEETS

All meet entry should be done in the “swim meet” section of the website. On this page is a list of meets the team is planning on attending and the sign up deadline for that meet. If you click on a specific meet it will take you to the meet page that provides information about the meet including the meet packet. The meet packet provides meet information about the sessions, entry limits and event listings.

Decide which meets you would like your child to attend and enter them with any comments. Comments might include the events they would like to do, or that they can only attend one day of the meet.

After the initial entry deadline has passed we will post and e-mail the meet entries for attendees to double check before sending in the official entry list. **Once the entries for a swim meet have been turned in to a host team, the swimmer is responsible for their entry fees whether they swim or not.** Changes or additions to the entries are at the discretion of the host team. A final entry report will be posted when the meet entries have closed.

All ISI meets have entry fees associated with them that will be invoiced to your account. Swimmers who compete in meets are accountable for paying their entry fees in a timely manner. You cannot sign up for meets if your account is more than 30 days past due.

Most meets, with the exception of a few, **DO NOT** have any qualifying times, so everyone may participate. All championship meets **DO** have qualifying times and they are posted on the website.

Swimmers may not attend meets on their own without permission from the head coach.

CHAMPIONSHIP MEETS

It is assumed that all swimmers who qualify for regional, state, sectional or national championship meets will be available to compete in these meets. Meet entries for these swimmers will be handled on an individual basis by the coaches. If you have a conflict, let your coach know immediately.

MEET LINE-UPS

The coaches are responsible for developing meet line-ups. When constructing meet line-ups, the coaches use the following philosophy: First, swimmers compete only in the strokes that they can legally swim. This reduces the likelihood of a disqualification. Second, swimmers compete only in the distances that they are physically and mentally ready to handle. The coaches, however, regularly challenge swimmers to attain greater levels of performance. Finally, swimmers are placed into a wide variety of events (not just their favorites). Swimmers need experience in every stroke and every race distance. This helps them develop as all-around swimmers and helps avoid burnout. Coaches will definitely take into consideration the entries of the swimmers and parents, but ultimately the coaching staff will make the final decision on meet entries. Typically swimmers are not allowed to “swim up” an age group.

Relays – Some meets will have relays and swimmers are expected to compete if asked. Championship meet relays are determined by the coaching staff.

SWIM MEET PROCEDURES

Meet Check-in – Swimmers must check-in with a coach 10 minutes prior to warm-up. Please arrive to meets in a timely manner.

Positive Check-in – Most meets have a positive check-in policy. When this is the case, swimmers must check in at the positive check-in table. When positive check-in closes (usually during the warm-up period), all swimmers who have not checked in are scratched from the meet. Scratched swimmers are not allowed to compete in the meet that day. There are no exceptions and no refunds.

Meet Warm-up – All CWAC swimmers must participate in the warm-up before all meets. The warm-up may last from 30 minutes to one hour. The reason for the warm-up is to allow swimmers to adjust to the competition pool, loosen up their muscles and to make final preparations before competition. The warm-up is mandatory for all CWAC swimmers. Swimmers must be on time for meet warm-ups.

SWIM MEET ATTIRE

All CWAC swimmers are expected to wear the team uniform when competing at meets. The team uniform includes a team swimsuit, team cap and team T-shirt. Team T-shirts and caps are distributed to team members at the beginning of the season. Team suits are sold on the website. Replacement caps and shirts are available for sale.

Wearing team swimsuits and caps, will help the coaches identify swimmers more easily, and will also improve team recognition, team unity and team spirit. Team uniforms display pride in our team and in our sport. Fans can easily identify CWAC swimmers by their swimsuits and caps, adding to the excitement of each meet. Team gear should be worn for all awards ceremonies.

SWIM MEET FORMATS

CWAC competes in a wide variety of meets in order to accommodate the needs of every swimmer on the team. Below is a brief explanation of each type of meet:

Intra-Squad Meet - This is a meet that involves only CWAC swimmers. This meet offers events and opportunities to meet the needs of our swimmers. For instance, we may hold a meet specifically designed to introduce developmental swimmers to competitive swimming.

Dual Meet - This is a meet between two teams and swimmers compete in individual events and relays.

Pentathlon - In this meet, swimmers compete in 5 events (freestyle, backstroke, breaststroke, butterfly, and individual medley). The distances vary depending on the meet and the age group. The times for all 5 events are added up and places in each age group are determined by the total time for all five events.

ISI Meet - This meet includes multiple teams and often spans several days. Each day is divided into sessions that last four hours or less. Swimmers need to sign up for these meets well in advance and are required to pay entry fees. These meets are highly recommended for swimmers in the bronze, silver and gold training groups. Swimmers in the blue group are encouraged to attend when they are ready.

Conference Championship - CWAC is a member of the Windy City Conference with seven other teams. Two conference championships will be held each season (winter and summer). There are no time standards to compete in this meet and it serves as a championship meet for those who do not qualify for other meets with time standards. Swimmers may not compete in events in which they have regional times.

ISI Regional Meet - The state is divided into several regions and any swimmer who achieves a regional meet time standard may compete in that event as long as they have not qualified for the Age Group State or Senior State Championship Meet in that event. The age groups at this meet are: 10 & under, 11-12, 13-14 and 15-18. This meet is held during the short course and long course season and there are no relays.

ISI State Age Group Championship Meet - This is the state championship meet for swimmers ages 14 and under. The age groups at this meet are: 10 and under, 11-12 and 13-14. Swimmers and relays that achieve at least one Age Group State qualifying time will compete in this meet. During the winter this meet is held in a 25-yard pool and in the summer is held in a 50-meter pool.

ISI Senior State Championship Meet - This is the state meet for all eligible qualifiers with no age restrictions. Swimmers and relays that achieve at least one Senior Championship qualifying time will compete in this meet. Everyone competes in the same age group. In winter, this meet is held in a 25-yard pool. In summer, it takes place in a 50-meter pool.

Zone Championship Meet - Swimmers with at least one AAA time may compete in this meet. Swimmers compete for Team Illinois. This is a championship meet with Team Illinois competing against eight other states in the Central Zone. Every Olympic year it is a Mega-Zone Meet where Team Illinois competes against all 16 states in the Central Zone. This meet is held in summer only (usually in early August). The age groups at this meet are: 10 and under, 11-12 and 13-14. A separate Senior Zone Meet is held at a different location

Sectional Championship Meet - This is a championship meet run by USA Swimming. The purpose of this meet is to qualify individuals and relays for the National and Junior National Championship Meets. Swimmers and relays (no age restrictions) that achieve at least one Sectional Championship qualifying time will compete in this meet. Everyone competes in the same age group. During the winter, this meet is held in a 25-yard pool. In the summer, it takes place in a 50-meter pool.

JR National Championship Meet – This is the 18 & under national championship. Swimmers and relays that achieve at least one Junior National Championship qualifying time will compete in this meet. Everyone competes in the same age group. The meet dates and formats vary from year to year.

National Championship Meet - This is THE national championship. There are no age restrictions at this meet. This is the national team selection meet (the top finishers in each event are placed on the USA National Team that represents the United States in international competition). Every four years this meet doubles as the Olympic Trials. Swimmers and relays that achieve at least one National Championship qualifying time compete in this meet. Everyone competes in the same age group. This meet takes place in a 50-meter pool and is typically held in spring (March) and summer (August).

Olympic Trials – This meet is held every four years and takes place several months before the Olympic Games. There are no age restrictions at this meet, but swimmers must achieve an Olympic Trial cut in an event in order to compete. This meet serves as the selection meet for the United States' Olympic Team.

OTHER INFORMATION ON MEETS

Missed Meets - Please notify your swimmer's primary coach and the head coach as soon as possible if you cannot attend a meet that you signed up to attend. Giving coaches ample notice makes it much easier to make line-up and relay changes.

Away Meets - Swimmers are responsible for their own transportation to and from away meets unless the meet is a team bus / plane trip.

Coaches at Meets - The coaches rotate which meets they will attend. The number of coaches will usually depend on the number participants. There will be at least one coach per session at ISI meets, as well as at state, regional and national championship meets.

Parents at Meets – Parents are not allowed on the pool deck unless they are timing, volunteering or officiating. Please bring healthy snacks to meets for your swimmers. Parents should cheer and support all CWAC swimmers.

Volunteering at Meets – Typically our team needs to help time at meets that we both host and attend. Parents will be asked to volunteer 10 hours of their time throughout the year. There are numerous ways to get involved and timing is a great way to learn the sport and help support the team.

Officiating at Meets – Parents interested in becoming an official must take a class to become certified. CWAC will pay for officials USA membership upon completion of their course work. Please check with the head coach for more information on becoming an official.

Team Communication

CWAC Website - The CWAC website is the primary source of information for the team and contains announcements, forms, calendars, meet results, meet sign up, bill payment, etc. The CWAC website is www.cwacswimming.com

CWAC E-mail - In addition to the website communication with parents is done via e-mail. The address I will be sending information from is david.stephens@ignatius.org. Please make sure your e-mail provider does not block this address and that we have correct e-mail addresses for you on file. You may enter up to 3 to 4 e-mails per account. Many e-mails will be system generated from our website to please keep an eye on your junk mail. Weekly e-mails will be sent by the head coach and your group's coach.

CWAC Bulletin Board - The CWAC bulletin board is located at the pool. Team information, updates and meet results are posted on the bulletin board. Be sure to check the bulletin board regularly.

Parent Meetings - There will be a parent meeting at the beginning of the season and as needed throughout the year. These meetings are another opportunity for the coaches to maintain open lines of communication with parents. Any questions relating to the team are discussed at parent meetings.

CWAC Hot Line - If you have any questions or need to leave a message for a coach, you can call the coach directly 312-432-8321. The messages are checked daily and a coach will try to contact you immediately if a reply is requested.

Coaches E-mail - Every coach's e-mail is posted on the website under the coach's section of the website.

On Deck App - Our website provider offers a team app for parents that allow you to track your child's times.

Ribbon Box - Ribbons from each meet will be sorted in alphabetical order and will be available following the meet.