Parent / Guardian and Swimmer Handbook
2026 – 2027

10 Stoneyhill Park
Conception Bay South
Newfoundland and Labrador
A1X 7B3
https://cbsb.poolq.net

Updated 12 September 2026

WELCOME TO ALL RETURNING AND NEW SWIMMERS!

We are excited to embark on the 2026 - 2027 swim season with you! Welcome to our new members and welcome back to our returning members of the CBS Bluefins.

Our Swim Club benefits tremendously from a supportive group of parents/guardians who continue to dedicate their time and resources to ensure the continued success of the Bluefins. We look forward to working (and having fun) with you this season as we support all of our swimmers.

Our Swim Club is growing stronger each season under the guidance of our very experienced Head Coach, who is a Bluefin alumni, former performance and varsity swimmer, and a Level Two Coach. We are fortunate to have a coaching team whose passion for the sport of swimming is evident through their dedication to the success of the swimmers, the team, and the Club.

Welcome to the new season and congratulations to our returning swimmers for a very successful 2025 - 2026 season. For our new swimmers and parents: we are so happy to have you join the Bluefins family!

Go Bluefins!

Val Moulton, President
(on behalf of the Bluefins Executive)

ABOUT THE CBS BLUEFINS

CBS Bluefins Swim Club is a member of Swimming/Natation Canada (SNC), which is the national governing body of competitive swimming in Canada. Each province has its provincial governing body of SNC, Swimming Newfoundland and Labrador (SNL) is our provincial governing body.

The CBS Bluefins Swim Club is a non-profit organization designed to provide aspiring young athletes the opportunity to train and compete in a competitive swim environment. Our Club currently has approximately 75 swimmers ranging from about ages 7 through 18 that swim at beginner, advanced, and nationally ranked levels.

Our Club is divided into several different training groups which each have their own practice schedule and coaches. Each of these groups is specifically designed to provide the swimmer with the necessary skill set in which they will need to either compete or if already competitive, to improve on their swimming capabilities.

Our swim season typically begins early in September and runs through June for our pre-competitive and competitive swimmers. Our athletes compete at the Provincial, Atlantic, and National Levels.

Established in 1989, the CBS Bluefins Swim Club quickly became one of the premiere swim clubs in the province. Since the Club's inception, Bluefin swimmers have continuously put their names in the record books and have qualified for bigger and faster competitions at both Provincial and National levels.

The CBS Bluefin Swim Club strives towards excellence in sport. Our athletes work very hard and are driven by one common goal which is to reach their highest potential. Our coaches are trained professionals and are there to help develop our inspiring swimmers to become some of this province's greatest young talent.

Today, our Club is filled with some of our fastest swimmers in Club history and has no intentions on slowing down. Our Club records page (https://cbsb.poolq.net/menu/club-records) is constantly being updated with several long-standing Club records falling this past swim year.

EXECUTIVE, COACHES, COMMITTEE MEMBERS

Executive Position	Name
President	Val Moulton
Vice President	Randy Hart
Treasurer (Finance)	Laura Critch
Treasurer (Operations)	Denise Pitts
Secretary	Renee Walsh
Fundraising	Shane Welcher
Events Planner	Crystal Potrebenko / Jerrica Cull
Media Relations / Communications	Tara Simms
Officials Coordinator	Alicia Penney
Parent Representative	Robyn Blommé
Coaching Position	**Name**
Head Coach	Jason Warford
Assistant Head Coach	Evan Simms
Coach	Clara Dwyer
Coach	Abbey French
Coach	Emily Whelan
Coach	Elly Stafford

Committees are needed to organize various aspects of the Club. Other committees may be struck as deemed necessary from time to time by the executive.

COMMITTEES	
Responsibility	**Elected Member**
Officials	Alicia Penney
Results	Head Coach
Fundraising	Shane Welcher, Sub-Committee and Executive
Awards	Sub-Committee and Executive
Records	Head Coach
Social Media Updates	Tara Simms
Swim for Hope	Sub-Committee

GENERAL INFORMATION

Swimmer Pathway and Practice Schedule

The Coaching staff will inform you of practice times and swimmer group placement. The swimmer pathway placement (see Swimmer Pathway schematic below) and amount of practice time required by each swimmer is determined by the coaching staff and is dependent upon the age and skill of the swimmer. As swimmers mature, they generally require more practice time. To maintain maximum benefit to all swimmers, it is important that the schedule is adhered to. The practice schedule is posted on the CBS Bluefins website https://cbsb.poolq.net/menu/practice-schedule

Practice schedules and group placement are subject to change at any time. Coaches review practice schedules and groupings on a regular basis and may make changes. However, parents will always be notified in advance of any changes.

Swimmer Equipment / Gear

Swimmer equipment requirements vary by swim group. Please refer to the Swimmer Pathway schematic below for guidance.

Meetings

All parents will be contacted via e-mail of the date, time and location of meetings. Special meetings may be called from time to time as outlined in the by-law of C.B.S. Blue Fins Swim Club Inc. Note that the Club holds an Annual General Meeting near the end of the swim season—all parents/guardians are encouraged to attend.

Fundraising

There will be several fundraising events for the year. They may consist of a number of the following: ticket sales (i.e., 50/50), food sales, recycling drive and obtaining corporate sponsors. Families will be made aware of each event in advance. As required, a fundraising levy may be imposed on families that do not participate in fundraising activities; however, this will be notified to families in advance, as it is very important for all swimmers to participate in the fundraising efforts of the Club.
The CBS Bluefin Swim Club is a parent/guardian volunteer run organization that relies heavily on all families to ensure club activities and swim meet operations run smoothly. As with all volunteer organizations, ensuring there are enough volunteers to run the program can be a challenge. Families will be expected to commit to a volunteer swim meet activity (on deck or in the kitchen) and specific fundraising activities.

Communication with the Executive and Head Coach

- Executive: cbsbluefinsnl@gmail.com
- Head Coach: warford.jason@gmail.com
- Billing: cbsbluefinstreasurer@gmail.com
- Parent Rep: bluefinsrep@gmail.com

PATHWAY FOR SWIMMERS

CBS BLUEFINS SWIM CLUB

OUR SWIMMER PATHWAY

FUNDAMENTAL STREAM	PRE-COMPETITIVE · GROUP 1	An equal-entry introduction to the Bluefins program. Swimmers build water confidence, stroke foundations, streamlines, turns and safe lane habits.		Goggles • cap • water bottle
	PRE-COMPETITIVE · GROUP 2	An equal-entry introduction to the Bluefins program. Swimmers build water confidence, stroke foundations, streamlines, turns and safe lane habits.		Goggles • cap • water bottle
DEVELOPMENT STREAM	AGE GROUP 1 · BRONZE	Our entry-level competitive group. Swimmers develop legal strokes, starts, turns, pace-clock skills and confidence at introductory competitions.	ATTENDANCE 80%+	Goggles • cap • water bottle • fins • pull buoy • club T-shirt
	AGE GROUP 2 · SILVER	Builds dependable technique and stronger training habits while swimmers expand their event range, aerobic fitness and underwater skills.	ATTENDANCE 80%+	Goggles • cap • water bottle • fins • paddles • pull buoy • club T-shirt
	AGE GROUP 3 · GOLD	Develops skilled age-group swimmers for higher training loads, stronger individual medley ability and progression toward provincial competition.	ATTENDANCE 80%+	Goggles • cap • water bottle • fins • paddles • pull buoy • optional snorkel • club shirt
PERFORMANCE STREAM	PROVINCIAL	For swimmers competing at the Provincial Championship level and progressing toward East Coast qualification—or with Head Coach approval.	ATTENDANCE 85%+	Goggles • cap • water bottle • fins • paddles • pull buoy • snorkel • club shirt
	ATLANTIC	For swimmers competing at the East Coast level, clearly progressing toward it, or with Head Coach approval, with advanced aerobic, threshold and race-pace training.	ATTENDANCE 85%+	Goggles • cap • water bottle • fins • paddles • pull buoy • snorkel • club shirt
	NATIONAL	Our highest-performance group for swimmers preparing to compete above the East Coast level, pursue national goals, or enter with Head Coach approval.	ATTENDANCE 90%+	Goggles • cap • water bottle • fins • paddles • pull buoy • snorkel • bands • jump rope • performance suit

Group movement is not always linear. Groups and Group Rosters are reviewed and changed by the coaches on a regular basis.

SWIMMER CODE OF CONDUCT AND ETHICS

Purpose

The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment for everyone by making you aware that there is an expectation, at all times, of appropriate behavior inline with CBS Bluefins core values.

Core Values

Respect: Treating each other with dignity and kindness.
Honesty: Being truthful and fair in all actions.
Teamwork: Working together towards common goals.
Commitment: Being dedicated to personal and team goals.
Integrity: Doing what is right and being trustworthy.
Courage: Standing up for what is right and facing challenges.
Unity: Building a sense of belonging and support within the team.
Care: Showing kindness and concern for others.

Code of Conduct and Ethics

The Club Executive and coaches have the responsibility to ensure that all swimmers are treated with respect and that members maintain a positive reputation for our Club.

All swimmers have the responsibility to follow the rules listed below while participating in any Club sponsored function including meets, practices, travel to swim meets, and social activities. Failure to do so will result in disciplinary action, which could include suspension from the Club.

1. I will treat everyone with fairness, honesty, and integrity.
2. I will ensure my comments are appropriate and avoid criticizing others, including the coaches.
3. I will show respect to all athletes, parents, guardians, officials, coaches, and pool staff at all times.
4. I will not use foul language.
5. I will not participate in any form of harassment* against others.
   (*harassment is considered comments or actions against another person which is known or ought to be reasonably known to be unwelcome).
6. I will not engage in destructive gossip regarding coaches, staff, parents, guardians, athletes, or officials.
7. I will not use banned substances, illegal drugs, and alcohol or tobacco products.
8. I will not engage in any activities that could endanger or hinder other athletes or cause damage to property.
9. I will not leave practice or Club functions without permission from the coach, official, or chaperone.
10. I will listen to my coach.

Swimmers' Commitment to the Coach

1. I will know my practice schedule and will be on time. This means being on deck at least 10 minutes before practice starts.
2. I will help with pool set-up and deck clean-up as requested by my coach.
3. I will bring the required equipment to practice as outlined by my coach.
4. To avoid dehydration, I will bring a bottle of water to practice and to meets.
5. I will maintain a healthy lifestyle, including nutritious food choices and ensuring I get enough rest.
6. At swim meets, I am responsible for remembering which event/heat I am in, and will report to the marshalling area on time before each swim.
7. I will wear CBS Bluefins team attire at meets as required; this includes, at minimum, the CBS Bluefins official cap, Head Coach approved swimsuit, and CBS Bluefins t-shirt.
8. When travelling for meets, I will follow rules outlined by the coaches and chaperones. When the coaches and chaperones deem behaviour unacceptable, I can be penalized, up to and including removal from the competition and being sent home at my family's expense. In extreme cases, dismissal from the Club could result.
9. Internet Web sites, such as, but not limited to Facebook, Instagram, and Snapchat, etc. on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other swimmer (CBS Bluefin or otherwise), coach, or volunteer.
10. I will have fun and promise to advise my coach or parents/guardians if this is not the case.
11. I am representing the CBS Bluefin's Swim Club and will always support my team and be a positive role model.

I am aware that failure to fulfill these obligations could result in dismissal from practices and/or meets, up to and including, termination of membership.

PARENT / GUARDIAN CODE OF CONDUCT

The CBS Bluefins Swim Club is committed to providing a supportive environment in which all individuals (athletes, coaches and families) are treated with respect. As such, parents/guardians are expected to adhere to some basic guidelines which are provided below.

1. I will conduct myself in a manner consistent with the values of the CBS Bluefins Swim Club, which include fairness, integrity and respect. This pertains to interactions with all athletes, other parents/guardians, officials and coaches.
2. I will refrain from comments or behaviours that are disrespectful, offensive, racist, abusive or sexist.
3. I will not engage in destructive gossip regarding coaches, staff, parents, guardians, athletes or officials. Internet Web sites, such as, but not limited to Facebook, Instagram, Snapchat, etc. on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other athlete (CBS Bluefin or otherwise), coach, or volunteer.
4. If I have questions or concerns with respect to my swimmer's program, I should contact my swimmer's coach directly. Any further concerns will be directed to the Head Coach. If my concern is still unresolved, I will contact the Club President.
5. I will not approach coaches or officials on the swim deck during swim meets or during practices. Instead, I will arrange to meet with coaches before or after the sessions.
6. I will ensure that my swimmer arrives at practice on-time.
7. I will encourage a healthy lifestyle including nutritious foods and adequate sleep.
8. I will be supportive of my swimmer and the team at all times, regardless of performance level.
9. I understand that volunteer organizations such as The CBS Bluefin's depend on the energy and goodwill of parents/guardians to fulfill numerous, essential roles. Should I have an issue with meet technical organizers or board members, I will respect that these are all volunteers working on my swimmer's behalf. If I feel the need to take issue with any member of our "team", I will do so privately & directly with the people involved. If resolution is not achieved, I will contact the Club President.
10. I will ensure that my swimmer understands that Internet Web sites, such as, but not limited to Facebook, Instagram, Snapchat, etc. on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other athlete (CBS Bluefin or otherwise), coach, or volunteer.
11. I will support my swimmer and the Club by volunteering my time to assist in meets, social events and fundraising activities.
12. I will also have fun!

I understand that failure to comply with this Code of Conduct may result in disciplinary action as determined by the CBS Bluefins Board of Directors, up to and including termination of membership.

HARASSMENT AND BULLYING POLICY

Application and Scope

This Harassment and Bullying Policy applies to all categories of members in the CBS Bluefin's Swim Club as well as to all individuals participating in activities of or employed by the CBS Bluefins Swim Club, including, but not limited to, swimmers, their parents/guardians, coaches, officials, organizers, managers, volunteers, directors, officers and employees.

This policy applies to harassment and bullying, which may occur during the course of all CBS Bluefins Swim Club business, activities and events, including but not limited to competitions, team practices, team events, training camps, exhibitions, meetings and travel associated with these activities.

Within this policy, the words harassment and harass shall include bullying and bully.

What is Harassment?

Harassment is behaviour, by one person towards another, which is insulting, intimidating, humiliating, malicious, degrading or offensive. It creates negative and uncomfortable feelings for the person, or group of persons, to whom it is directed. Such a person may feel anything from discomfort or embarrassment in the presence of the person or group of people displaying the behaviour, to a feeling of terror or even fear for their safety. Harassment can take many forms whether physical, verbal, sexual, or emotional, and most often involves a combination of these elements. One of the defining characteristics of harassment is that it usually takes place where one person is in a position of power over another, or has the trust of another, and then abuses the relationship. It doesn't matter that a person did not mean their behaviour to be harassing or did not intend to abuse their position of power or trust. It is the effect of the behaviour that is most critical. Types of behaviour which constitute harassment include, but are not limited to,

- Unwelcome remarks, innuendo or teasing about a person's looks, body, attire, age, race, religion, sex or sexual orientation
- Written or verbal abuse or threats
- Condescending, patronizing, or threatening behaviour that undermine self-esteem or diminish performance
- Practical jokes that cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
- Unwanted or unnecessary physical contact including touching, patting, or pinching
- Unwelcome flirtation, sexual advances, requests, or invitations
- The display of visual material which is offensive or which one ought to know is offensive
- Leering or other suggestive or obscene gestures
- Any form of hazing

- Any form of physical assault
- Any sexual offence including sexual assault
- Behaviours such as those described above that are not directed towards individuals or groups but have the effect of creating a negative or hostile environment

What is Bullying?

Bullying is defined as hurtful interpersonal mistreatment of a person and is an act of intentionally hurting someone in order to insult, humiliate, degrade or exclude him or her. Basically, it is "mean" and harmful behaviour.

Hurtful actions include, but are not limited to,

Physical – i.e., hitting, kicking, grabbing, shoving, spitting on, beating others up, damaging or stealing another person's property.

Verbal – i.e., name-calling, humiliating, degrading behaviour, hurtful teasing, threatening someone (this may happen in notes or in person, over the phone, through text messages or a chat room).

Relational – i.e., making others look foolish, excluding peers, spreading gossip or rumours (this may happen in person, over the phone, or through the computer).

Reactive – i.e., engage in bullying as well as provoke bullies to attack by taunting them.

Policy

The CBS Bluefins Club is committed to providing a safe and healthy swim environment for everyone. All Club participants have a right to swim/volunteer/work in an environment free from harassment and bullying. No one at the Club has to tolerate harassment or bullying for any reason or by any individual at any time. No one has the right to harass or bully anyone else, at swimming events / work, or in any situation related to CBS Bluefins activities. It is the CBS Bluefins Club's commitment to foster an atmosphere of understanding and mutual respect so that each swimmer, parent, guardian, coach, volunteer plays a role in the swim community and can contribute fully to the development and success of the Club.

The CBS Bluefins Club will adhere to this policy at all levels of structure within the organization including its Executive.

2026-2027 CBS SWIM TEAM FEES

Billing Group	Sub Billing Group	Payment Schedule	1st Active Member	2nd Active Member, 10% Discount	3nd Active Member, 20% discount
Pre-Competitive:					
	» Annual	Annual dues	$1000.00	$900.00	$800.00
	» Monthly	Monthly Dues	$100.00	$90.00	$80.00
	» Semi-Annual	Semi-annual	$500.00	$450.00	$400.00
Age Group I:					
	» Annual	Annual dues	$1300.00	$1170.00	$1040.00
	» Monthly	Monthly Dues	$130.00	$117.00	$104.00
	» Semi-Annual	Semi-annual	$650.00	$585.00	$520.00
Age Group II and Age Group III:					
	» Annual	Annual dues	$1,400.00	$1260.00	$1120.00
	» Monthly	Monthly Dues	$140.00	$126.00	$112.00
	» Semi-Annual	Semi-annual	$700.00	$630.00	$560.00
Atlantic Group and Provincial Group:					
	» Annual	Annual dues	$1,550.00	$1395.00	$1240.00
	» Monthly	Monthly Dues	$155.00	$139.50	$124.00
	» Semi-Annual	Semi-annual	$775.00	$697.50	$620.00
National Group*:					
	» Annual	Annual dues	$1750.00	$1575.00	$1400.00
	» Monthly	Monthly Dues	$175.00	$157.50	$140.00
	» Semi-Annual	Semi-annual	$875.00	$787.50	$700.00

Note: The Executive may adjust swimmer fees during the year in the event that pool rental fees are adjusted by the Town of CBS during the season. Parents will be provided a minimum of 30 days notice prior to any such fee change. *National Group swimmers will have an extra practice scheduled on Tuesday evenings that are subject to additional costs, which will be charged to your account.

Please Note: A family with two (2) or more swimmers discount rate

The first swimmer (starting with the highest fees) will pay full swim fees and each additional swimmer in descending order will get a 10% discount of the cost for their annual/monthly/or semi-annual fees. See the above chart to be clear on what needs to be paid if you have more than one swimmer registered.

SNC/SNL fees as issued by Swim NL.

SNC / SNL FEES

In addition to CBS Swim Club fees, SNC and SNL levy Annual Fees, which are issued by SNL. These Annual Fees are required to be paid in full at the time of swimmer registration. Additional information on different categories of fees issued directly to the Club etc. is found on the CBS Bluefins website at https://cbsb.poolq.net/menu/swim-team-fees (see "2026-2027 Fee Schedule").

Swimming NL Category and Fee	Swimming Canada Category and Fee	Total Fee
Winter Club Competitive—open and year-round [$101]	Competitive [$76.00]	$177.00
Pre-competitive – moving to competitive after 1 March [$41]	Pre-competitive [$17.50]	$58.50*
Pre-competitive – moving to competitive before 1 March [$71]	Pre-competitive [$17.50]	$88.50

*Pre-competitive swimmer fees to be adjusted if they move to competitive swim group prior to 1 March 2027.

SWIM MEET FEES

All competitive swimmers are expected to compete in swim meets. When a meet is posted it is mandatory to commit online (via the Bluefins website) or your swimmer will not be registered. The opt-out date for meets will be posted on our website and will also sent to each family representative via email. However, as an exception, if for some reason the date is missed it will be the responsibility of the swimmer/parent to contact the Head Coach; if not contacted and not committed on-line then the child will not be registered for the meet. Reimbursements for missing a meet may be given for medical reasons or extenuating circumstances **if the host club is offering a refund.** A medical note / documentation is required to be submitted in writing to the treasurer of our Club. Meet fees will be subject to a surcharge to offset coaching expenses and salaries. The surcharge is non-refundable.

SNL have updated the meet fees for 2026-2027 and they are as follows:

Short course fee	$50
Long course fee	$100

The Club has set coaching meet fees for 2026-2027 as follows:

Local meets	$20
Corner Brook	$50
Carbonear	$40
Gander	$50
Out of Province	$150*

*Reference “Out of Province Swim Meet Policy” later in the document.

2026 - 2027 REGISTRATION CHECK LIST

Everyone will need to register online

Just go to our website C.B.S. Bluefins Home (https://cbsb.poolq.net) and click on the registration tab.

Accepted method of payment are Credit Card, automatic withdrawals through your banking institution, or EMT to cbsbluefinstreasurer@gmail.com

The initial payments for the season will include your one-time SNL and SNC fees (combined) and your first registration payment. The Bluefins registration amount depends on your selected frequency of payment: monthly, semi-annual or annual.

*Additional transactions can be paid via your credit card upon request. i.e. Meet fees, SNC/SNL fees, fundraising fee, etc. or via EMT.

Please note: If you use your credit card or complete transactions via automatic withdrawals from your banking institution applicable transaction fees and surcharges will be applied.

If you wish to use any funds from your account, please advise the treasurer before registration so the credit can be applied to your account.

The following forms that require confirmation of your review can be found under the Documents section on the CBS Bluefins website:

Swimmer Code of Conduct
Parent Code of Conduct
Locker Room Policy

The Swimmer Account Policy (see below) has been developed to help manage funds raised and how these funds can be used for a swimmer(s) account.

Funds raised through the annual Swim for Hope can only be used to cover registration costs. Funds raised through other fundraising efforts can be used to cover meet fees, purchase swim hats, and other event costs. If a swimmer leaves the Club during the swim season, funds in the swimmer account will revert back to the swim club at the end of the current swim season. If a swimmer fails to register for the new season, funds in the swimmer account will revert back to the Club December 31st of the current year.

SWIM MEET GENERAL RULES AND REGULATIONS

Our Club participates in age group competitive swim meets both provincially and nationally. The age group categories for invitational swim meets are normally 10 & under, 11 & 12, 13 & 14 and 15+. Boys and girls compete separately. Swimmers change age groups on their birthday. In the case of a swimmer's birthday falling on the date of a meet, the swimmer will swim in the older age group. If the swimmer's birthday occurs after the first day of a multiple day meet, then he or she will compete in the younger age group for the duration of the meet.

- To attend a swim meet you will need to “ACCEPT” the meet on the on-line system. To be discussed further at the Start-up Parent/Guardian Meeting.
- Meet entry fees are due 10 days prior to the meet and are non-refundable unless proper medical documentation or a plausible explanation of extenuating circumstances is provided prior to the first day of the meet. Please ensure that you inform the head coach or a member of the executive if you are not attending a meet prior to the 10 day deadline.
- The use of drugs, smoking, drinking, performance enhancing drugs and gambling will not be allowed. The SNC rulebook states: Using obscene or abusive language in the pool area, including the dressing rooms or the willful damage shall warrant disqualification from all remaining events in the meet. This also applies to all activities where you are representing the CBS Bluefins.
- There is to be NO RUNNING or HORSEPLAY in the stands or on the pool deck. Pool decks are slippery. Always walk with caution DO NOT RUN.
- Generally, in any pool facility all areas are out of bounds other than pool deck, changing rooms, washrooms and canteen.
- All rules laid out by the coach or chaperon must be obeyed.
- A chaperon report will be made after each away meet and infractions of these rules will be reported to the parents of the swimmer involved and the club president for appropriate action.
- All swimmers competing, are required to wear the Team colours (t-shirt and cap) during the Meet.
- High performance suits are permitted.
- Swimmers are required to stay on the pool deck in their designated area during the meet unless approved by the coaching staff. Stay with your team. Support team members. Cheer them on in the spirit of good competition.
- Stealing of any items, regardless of size or cost including souvenirs taken from motels or restaurants will not be tolerated.
- A reasonable hour for curfew will be set for each meet, depending on the nature of the meet and the age of the swimmer. All swimmers will be expected to comply with curfew as set by coaches and/or chaperons.
- When in hotel/motels or coed accommodation boys and girls will not be allowed in each other’s rooms after curfew.
- The coach and chaperon have the ultimate authority, to send a swimmer home at the expense of their parents, should the behavior of the swimmer warrant such action.
- At club hosted swim meets, you are not only a competitor but a host or hostess. Help visiting swimmers feel at home, as they will surely return the favor when you visit their club. Some of you will make lifelong friends.

TEAM TRAVEL POLICY

Swimmers who are qualified to attend meets at the Provincial Champs level and above will generally be required to travel as a team to the competitions.

This may involve transportation by a car, van, coach bus or plane as well as hotel accommodations, food and restaurant meals. To ensure the safety of the group, each swimmer will be required to travel and stay together with the team at all times while away from home. This will ensure the success of as well as minimize the overall trip costs for the group. Any exceptions to the team's travel plans (e.g., health issues, final high school exams) must be requested in writing to the Head Coach before the cancellation deadline for each meet (as posted on our website). Each request will be considered on an individual basis. The Executive will review the request with the Head Coach and reply directly to the family requesting the exception. Should a swimmer leave the team accompanied by a parent/ legal guardian and has previous approval, they (parent/legal guardian) will assume immediate and full responsibility for the swimmer and thereby release the club from any liability and/or obligations related to the swimmer. Should a swimmer violate the Code of Conduct or leave the group during a meet without any prior communication with BOTH the Chaperone and the Coach, he/she will be subject to immediate disciplinary action (as deemed appropriate by the Chaperone and Coach).

Out-of-Province Swim Meets

When a swimmer qualifies to compete at an out-of-province meet the participating swimmer will be required to pay the prescribed fee as stated in the section *Swim Meet Fees* above[1], or as otherwise set out as follows:

- Coaches' costs (travel expenses: per diems, hotel, flight, rental vehicle (as appropriate); plus coaching session payments) will be covered by the number of participating swimmers less 1/3 that will be paid by the Club for out-of-province meets.
- The amount owing will be communicated to the parent/guardian of the participating swimmer in advance of the meet.
- As a guideline, a minimum of four swimmers are expected to participate in an out-of-province meet for the Club to pay 1/3 of the coaching costs.
- Upon request, the Executive will consider requests to cover 1/3 of coaching costs for national championship meets regardless of the number of swimmers attending (e.g., Canadian Junior Championships).
- Approval of all requests to cover coaching costs fall within the discretion of the Executive. Decisions will be made in consideration of the Club's financial position and/or the benefit of attendance by the swimmer(s)/coach to the Club.
- Approval of coaches' request to split travel costs (i.e., vehicle rental, gas, and/or parking)

[1] If the Meet Fee per swimmer for out-of-province meets multiplied by the number of attending swimmers covers the coaching costs (travel expenses: per diems, hotel, flight, rental vehicle (as appropriate); plus coaching session payment) then the set Meet Fee will be the only charge to the participating swimmer from the Club.

with a parent/guardian of a swimmer falls within the discretion of the Executive. The Treasurer (Finance) must be notified in advance of the travel cost sharing between the coach and the parent/guardian.

- Fundraising is an option to reduce the costs of travel meets.

Out-of-Province Swim Meets: Requests from Other Swim Clubs for Coaching Support

On occasion, another Swim Club in NL may request that our Head Coach/coaching staff provide coaching and managerial support to their swimmer(s) at out-of-province swim meets. This typically happens when the other Swim Club is only sending a small number of swimmers to the out-of-province meet. In these situations, the following measures apply:

- Approval of the request is at the discretion of the Executive.
- The Executive's decision will include consideration of the Head Coach's input.
- Our Club and its members must not incur extra financial costs due to the provision of coaching support to another Club.

VOLUNTEERING AS AN OFFICIAL

Swimming, like many other sports, relies upon the commitment of a strong volunteer group. Without the commitment from these volunteers, the program cannot run.

Meets are probably the single most demanding part of the program in terms of person-hours required to successfully complete this necessary facet of the program. Without officials, we could not run a meet; without meets, the children would not be able to compete in an atmosphere conductive to competition. Without competition, the swimmers cannot fulfill their reason for belonging to a competitive swim team. Competition is the chance for swimmers to challenge themselves, improve their technique and skills - the main reasons they train so hard.

What this all comes back to is you, the parents/guardians, who are the volunteer force whom we call on to become officials. In short, we cannot run a meet or time trial without you. Please support our Club and your swimmer by becoming an official.

Officiating gives the parents a chance for involvement with their child's chosen sport. Many times, parents sit in the stands to watch one or two races per day. Officiating gives parents a chance to do something constructive and interesting. Many parents enjoy working with and getting to know other parents and swimmers. Others also like the challenge offered by the different levels of officiating.

To run a meet can take upward to 40 or more people, including referees, starters, timers, meet managers, stroke and turn judges, etc. The Club's Officials Coordinator will be organizing and conducting officials' clinics as required and parents can complete some courses online.

We look forward to seeing all our swimmers in the pool this season!

Go Bluefins!