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## General

### 1. Who are the club contacts?

**General membership questions** (e.g. registration, accounts, billing, etc.) should be directed to: [office@olympianswimclub.com](mailto:office@olympianswimclub.com)

**Club contacts are as follows:**

Questions about your swimmer's training and competitions should **first** be directed to your swimmer's **Group Coach**.

Unresolved issues can be escalated as follows:

- Group Coach
- ↓
- Satellite pool Lead Coach
- ↓
- Regional Coach
- ↓
- Head Assistant Coach
- ↓
- Head Coach

| Administrative Staff |                                  |                                |                                                                                                                                                                         |
|----------------------|----------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Head Coach           | <a href="#">Lesley Serediak</a>  | headcoach@olympianswimclub.com | <ul style="list-style-type: none"><li>- Overall technical program</li><li>- Training</li><li>- Competitions</li><li>- Strategic plan</li><li>- Coaching staff</li></ul> |
| Head Assistant Coach | <a href="#">Francois Coetzer</a> | francois@olympianswimclub.com  | <ul style="list-style-type: none"><li>- Training</li><li>- Lead Dryland Coach</li><li>- Competitions</li></ul>                                                          |



|                              |                     |                            |                                                                                               |
|------------------------------|---------------------|----------------------------|-----------------------------------------------------------------------------------------------|
| Regional Coach               | Ehsan Shafaiyanfard | ehsan@olympianswimclub.com | - Training<br>- Competitions                                                                  |
| General Manager              | Shane Downey        | shane@olympianswimclub.com | - Strategic plan<br>- Administrative staff<br>- Facilities<br>- Major OSC projects and events |
| Mini O's Program Coordinator | Megan Johnston      | megan@olympianswimclub.com | - Mini Os program<br>- Mini Os registration                                                   |

## Bingos and Concessions

### 2. *What if all bingos are full and I need to earn my AFC?*

Club members can earn AFC through the following opportunities:

- Concession shifts
- Casino Shifts (every 2 years)
- Extra fundraising (Ex. Purdy's Winter Season, FlipGive etc.)
- Lead roles at JP Fiset and Provincials

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### *3. What if I have to cancel my bingo or concession shift?*

- You can change the amount of people or cancel the bingo/concession shift without penalty prior to the due date given to each shift.
- After the due date, you are responsible to find a person to cover your shift to avoid a fine. A relative or friend can work your shift to help keep our events run smoothly and avoid getting fined.
- The following is a list of OSC fines related to the bingo/concession/casino department:
  - 1st Missed shift = \$100 + no credit for shift
  - 2nd Missed shift = \$250 + no credit for shift
  - Please email the bingo/concession lead if you are unable to find someone to cover your shift 72 hrs prior to the bingo shift.
  - Members who fail to attend two (2) or more scheduled bingo shifts will no longer be entitled to work further shifts without prior written approval of the Board.

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### *4. Who do I contact about my AFC credit amount in my account?*

- The fundraising director can help you with your AFC credit amount in your account.
- Please email [fundraising@olympianswimclub.com](mailto:fundraising@olympianswimclub.com) with your AFC credit amount questions/concerns.

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## Member Account Credit

### 5. *What is MAC?*

- MAC stands for Member Account Credit.
- It is any extra dollar amount that you work once you have completed your Annual Financial Commitment (AFC)

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### 6. *What can MAC be applied to?*

- MAC can be used to pay **only** for swim meets fees, swim training fee, and swim equipment bought directly from the club.
- MAC will not be applied to any September registration fees (including but not limited to Swim AB registration Fees, social fee, apparel fee, 1st month's program fees, etc).
- You will see the extra dollar amount as a credit under your Billing and/or Fundraising page in your account.

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### 7. *What is the amount of MAC earned for a bingo/concession shift?*

- MAC for a \$100 fundraising bingo/concession shift = \$60 credit to your account (Sept. - May)
- MAC for a \$150 fundraising bingo/concession shift = \$90 credit to your account (Sept. - May)
- In June, the fundraiser director will inform if the MAC will become an equal amount to the AFC upon the board of directors approval.

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8. *What is the amount of MAC earned in extra Fundraising events that is NOT via a bingo/concession shift?*

- MAC earned in extra Fundraising events will be the same as the AFC amount earned through this event.
- Extra fundraising events AFC is up to 90% return from the profit earned in the event.

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9. *Who do I contact about my MAC credit amount in my account?*

- The fundraising director can help you with your MAC credit amount in your account.
- Please email [fundraising@olympianswimclub.com](mailto:fundraising@olympianswimclub.com) with your MAC credit amount questions/concerns.

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### **Member Participation Points (MPP)**

10. *How can I fulfill my MPP requirements?*

MPP can be earned in various ways such as officiating at swim meets, hospitality, Board of Director positions, etc. Refer to the [OSC Member Participation Points Policy](#) under the 'About Us' tab → Bylaws & Policies for further information.

For information on officiating at swim meets, refer to the [Officials section](#) of the 'Parents' tab.



Below are examples of how Members can fulfill their MPP requirements:

- **JOW/JDc Family**

|                                   |                  |
|-----------------------------------|------------------|
| Timer – Home Opener (1 session)   | 5 points         |
| Timer – 12&U series (4 sessions)  | 20 points        |
| Timer – JP Fiset (2 sessions)     | 10 points        |
| Timer – Blue & White (1 session)  | 5 points         |
| Annual General Meeting            | 1 point          |
| <b>TOTAL</b>                      | <b>41 points</b> |
| Timer – Swim AB meet (2 sessions) | 10 points        |
| <b>TOTAL (Swim AB meet)</b>       | <b>51 points</b> |

- **OW Family**

|                                   |                  |
|-----------------------------------|------------------|
| Timer – Home Opener (1 session)   | 5 points         |
| IT/JS – 12&U series (4 sessions)  | 20 points        |
| IT/JS – JP Fiset (3 sessions)     | 15 points        |
| IT/JS – Blue & White (1 session)  | 5 points         |
| Annual General Meeting            | 1 point          |
| <b>TOTAL</b>                      | <b>46 points</b> |
| IT/JS – Swim AB meet (2 sessions) | 10 points        |



|                             |                  |
|-----------------------------|------------------|
| <b>TOTAL (Swim AB meet)</b> | <b>55 points</b> |
|-----------------------------|------------------|

- **JAG Family**

|                                          |                   |
|------------------------------------------|-------------------|
| IT/JS – Home Opener (1 session)          | 5 points          |
| Sr. official – 12&U series (4 sessions)  | 40 points         |
| Sr. official – JP Fiset (3 sessions)     | 30 points         |
| Sr. official – Blue & White (1 session)  | 10 points         |
| Annual General Meeting                   | 1 point           |
| <b>TOTAL</b>                             | <b>86 points</b>  |
| Sr. official – Swim AB meet (2 sessions) | 20 points         |
| <b>TOTAL (Swim AB meet)</b>              | <b>106 points</b> |

- **Regional/Sr Competitive/Provincial/National Family**

|                                                          |                                 |
|----------------------------------------------------------|---------------------------------|
| Sr. official – Home Opener (1 session)                   | 10 points                       |
| Sr. official– 12&U series (4 sessions)                   | 40 points                       |
| Sr. official – JP Fiset (3 sessions)                     | 30 points                       |
| Sr. official – Blue & White (1 session)                  | 10 points                       |
| Yr long role (e.g. BoD, chair (concession, grant), etc.) | 50 - 75 points (avg. 60 points) |
| Annual General Meeting                                   | 1 point                         |



|                                            |                   |
|--------------------------------------------|-------------------|
| <b>TOTAL</b>                               | <b>151 points</b> |
| Sr. official – Swim AB meet (2-3 sessions) | 30 points         |
| <b>TOTAL (Swim AB meet)</b>                | <b>181 points</b> |

*11. Is there a minimum number of swim meets I need to volunteer at?*

#### **OSC Hosted Meets**

It is expected that all member families will offer to help at all OSC-hosted meets in order to run efficient and successful swim meets.

#### **Swim Alberta and Swimming Canada Meets**

On occasion OSC will be designated by Swim Alberta as the host of a Swim Alberta Meet (e.g. Provincial Trials, Provincial Championships, etc.), or by Swimming Canada as the host of a Swimming Canada Meet. The following minimum shift requirements are expected for all Members:

- **Swim Alberta Meets** –Three shifts if the Member has one or more swimmers entered in the meet and 2 shifts if the Member does not have a swimmer entered in the meet.
- **Swimming Canada Meets** – Four shifts if the Member has one or more swimmers entered in the meet and two shifts if the Member does not have a swimmer entered in the meet.

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*12. What if I don't fulfill my MPP requirements at the end of the season?*

Members who fail to complete their MPP commitment prior to August 31st of the subject swim season will incur a fine of \$10 per MPP point remaining. Registration for future swim seasons will not be permitted until fines have



been paid in full. Refer to the [OSC Unified Financial Policy](#) under the 'About us' tab → Bylaws & Policies.

Contact the General Manager as soon as possible to discuss potential options if Members have extenuating circumstances.

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*13. Can MPP roll over to the next swim season?*

No, as per the [OSC Unified Financial Policy](#), MPP cannot be banked or carried forward from one season to the next.

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*14. I have reached my MPP requirements. Why should I continue volunteering?*

Swim meets cannot occur without Officials and volunteers. Please help out so that swimmers can have meets.

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*15. Can MPP be transferred to another family?*

Contact the General Manager as soon as possible to discuss potential options.

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*16. Who do I contact about my MPP amount in my account?*

- The officials coordinator can help you with your MPP amount in your account.
- Please email [officials@olympianswimclub.com](mailto:officials@olympianswimclub.com) with your MPP amount questions/concerns.

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**Swim Meets**

*17. Can I be on deck with my swimmer during swim meets?*

Only swimmers, coaches, officials, and volunteers working the swim meet are allowed on deck during swim meets. Spectators should be in the designated spectator viewing area.

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*18. How do I know if my swimmer meets a qualifying standard?*

Your swimmer's age on the first day of the meet will determine the category for the time standard that must be met.

For example, if your swimmer is currently 12 years old, but will turn 13 years old before or on the first day of the meet, they will need to qualify for the 13 year old time standard.

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*19. What are the various meet documents?*

Please note that the content below is for information purposes only. Contact your swimmer's group coach if you have specific questions about a meet.



Always stay tuned for updates about a meet from your swimmer's group coach.

### ***Meet Package***

A summary of information that swimmers, coaches, officials, volunteers, and parents need to know about the specific swim meet.

Meet packages will be uploaded to the *Parents* → *Events* tab under the respective meet.

Information included in the meet package includes:

- Date(s) and Time(s) of meet
- Facility
- Entry deadline
- Entry fees
- Entry process
- Minimum and maximum number of entries permitted
- Event list
- Eligibility
- Rules and Diving Rules
- Swimwear statement
- Photography and videography information

It may also include:

- Point system(s) that may be used
- How awards will be presented



### Session Report

A list of events in the particular session of the meet with the approximate start times. The session report also includes:

- Round: Prelims (preliminaries) or Finals
- Event number
- Event
- Number of entries
- Number of heats
- Finish time

Please be aware that the start times of each event and end times are approximate, and that delays may happen.

Example Session Report:

Olympian Swim Club

HY-TEK's MEET MANAGER 8.0 - 2024-10-14 Page 1

#### 2024 OSC HOME OPENER\_10-20-24 - 2024-10-20

##### Session Report

Session: 1 OSC 2023 HOME OPENER

Day of Meet: 1 Starts at 02:15 PM Heat Interval: 30 Seconds / Back +15 Seconds

| Round  | Event                             | Entries | Heats | Starts at | Actual    |
|--------|-----------------------------------|---------|-------|-----------|-----------|
| Finals | 1 Mixed 25 Butterfly              | 11      | 2     | 02:15 PM  | NA        |
| Finals | 2 Mixed 50 Butterfly              | 81      | 11    | 02:18 PM  | NA        |
| Finals | 3 Mixed 100 Butterfly             | 8       | 1     | 02:32 PM  | NA        |
| Finals | 4 Mixed 50 Backstroke             | 98      | 13    | 02:34 PM  | NA        |
| Finals | 5 Mixed 100 Backstroke            | 34      | 5     | 02:56 PM  | NA        |
| Finals | 6 Mixed 25 Breaststroke           | 5       | 1     | 03:08 PM  | NA        |
| Finals | 7 Mixed 50 Breaststroke           | 74      | 10    | 03:09 PM  | NA        |
| Finals | 8 Mixed 100 Breaststroke          | 26      | 4     | 03:25 PM  | NA        |
| Finals | 9 Mixed 50 Freestyle              | 86      | 11    | 03:35 PM  | NA        |
| Finals | 10 Mixed 100 Freestyle            | 34      | 5     | 03:49 PM  | NA        |
| Finals | 11 Mixed 100 IM                   | 86      | 11    | 04:01 PM  | NA        |
|        | Swimmers Counts for Warm-ups: 182 | =====   | ===== |           |           |
|        | Entry / Heat Totals:              | 543     | 74    |           |           |
|        | Finish Time                       |         |       | 04:26 PM  | e04:26 PM |

### Psych Sheet

A list of all the swimmers entered in each event, ordered by their seed times from fastest to slowest. It helps coaches and swimmers gauge the competition landscape, and develop race strategies.



### Example Psych Sheet:

| Event 2                                            |          | Women, 400m Freestyle |                          | Open              |         |
|----------------------------------------------------|----------|-----------------------|--------------------------|-------------------|---------|
| 2024-05-13 - 10:00                                 |          |                       |                          | Entry list Prelim |         |
| TR 13 - 18: 4:31.63; 19 +: 4:25.15 / OQT : 4:07.90 |          |                       |                          |                   |         |
| YB                                                 |          |                       |                          |                   |         |
| 1 MCINTOSH, Summer A                               | 06 UNCAN | 3:56.08               | 15 GOWANS, Molly         | 99 ISC            | 4:19.23 |
| 2 JANSEN, Ella                                     | 05 HPCON | 4:07.18               | 16 VROOM, Taira N        | 07 BTSC           | 4:19.96 |
| 3 ZAVAROS, Mabel                                   | 00 MAC   | 4:10.96               | 17 MEKLENSEK, Tori       | 02 DSC /SFU       | 4:20.57 |
| 4 BROUSSEAU, Julie                                 | 06 NKB   | 4:11.38               | 18 STEPANOFF, Paige M    | 09 TSC            | 4:20.65 |
| 5 OCROININ, Emma                                   | 03 HPCVN | 4:13.27               | 19 COUTURE, Elle         | 04 RDCSC          | 4:20.67 |
| 6 STROJNOWSKA, Julia M                             | 06 LO SC | 4:13.66               | 20 LEIGH, Peyton         | 08 BROCK          | 4:20.68 |
| 7 COSGROVE, Ella                                   | 07 DSC   | 4:13.71               | 21 BOWIE, Shayne         | 05 EKSC           | 4:21.97 |
| 8 ANGOVE, Sienna J                                 | 06 UNCAN | 4:14.37               | 22 HEIN, Anna            | 02 TSC            | 4:22.48 |
| 9 HAZLE, Kathryn M                                 | 04 UNCAN | 4:14.93               | 23 HART, Lydia           | 06 PCSC           | 4:23.29 |
| 10 WILLAR, Megan                                   | 04 PCSC  | 4:16.22               | 24 DE JAGER, Emily       | 04 UCSC           | 4:23.55 |
| 11 BEZANSON, Maya                                  | 07 ESWIM | 4:16.84               | 25 SAVA, Helen Anne      | 05 RAMAC          | 4:24.09 |
| 12 ORAVSKY, Laila M                                | 07 BTSC  | 4:17.08               | 26 TREASURE, Danielle    | 03 WES            | 4:24.30 |
| 13 GORMLEY, Breckin                                | 04 NKB   | 4:17.47               | 27 MAROVINO, Katie       | 04 ESWIM          | 4:24.49 |
| 14 CLARK, Maxine                                   | 08 UCSC  | 4:17.70               | 28 DUMONT-BELANGER, Anna |                   |         |

### Heat Sheet

A document that lists all the events scheduled for a swim meet or session. It lists the swimmers competing in each event, and their assigned heats and lanes.

Typical information found in a heat sheet:

- Event information: event number, age/age-range, gender, distance, and stroke.
- Swimmer entries: swimmer names, age, and team abbreviation.
- Heat: group of swimmers within the event. Since only a limited number of swimmers can race at each time, swimmers are grouped into heats. For example, if there are 60 swimmers in a 10-lane pool, there will be 6 heats.
- Lane: the assigned lane for the swimmer during the heat.
- Seed times: the times swimmers achieved in previous competitions that are used to seed them in heats.



## Example Heat Sheet:

Swim Ontario

HY-TEK's MEET MANAGER 7.0 - 7:34 PM 2018-01-30 Page 1

Ontario Junior International 2017 - 2017-12-15 to 2017-12-17

Meet Program - Sunday Morning - Prelim

|                                                                |                   |            |             |
|----------------------------------------------------------------|-------------------|------------|-------------|
| <b>Event 35 / 36 Women / Men 18&amp;U 800 Free / 1500 Free</b> |                   |            |             |
| WOJF: 8:22.60 2015-12-06 Olivia Anderson                       |                   |            |             |
| MOJF: 14:49.84 2016-12-18 Rafael Davila                        |                   |            |             |
| <b>Lane</b>                                                    | <b>Name</b>       | <b>Age</b> | <b>Team</b> |
| <b>Heat 1 (Heat 1 Women 800 Free) Swimming with Finals</b>     |                   |            |             |
| 0                                                              |                   |            |             |
| 1                                                              | Kwan, Victoria N  | 16         | MAC         |
| 2                                                              | Zavaros, Mabel    | 17         | OAK         |
| 3                                                              | Lau, Octavia      | 16         | HYACK       |
| 4                                                              | Kobori, Waka      | 17         | SAGAM       |
| 5                                                              | Jeffrey, Chantel  | 16         | ISC/HPC-VIC |
| 6                                                              | Rhéaume, Marianne | 16         | CAMO        |
| 7                                                              | Hayabuchi, Mizuki | 16         | SAGAM       |
| 8                                                              | O'Croinin, Emma   | 14         | EKSC        |
| 9                                                              |                   |            |             |
| <b>Heat 2 (Heat 1 Men 1500 Free) Swimming with Finals</b>      |                   |            |             |
| 0                                                              |                   |            |             |

|                                       |                        |    |       |
|---------------------------------------|------------------------|----|-------|
| <b>Heat 5 (Heat 3 Women 800 Free)</b> |                        |    |       |
| 0                                     | Hébert, Marie-Ève      | 16 | CNO   |
| 1                                     | Pauletto, Hailey       | 16 | PCSC  |
| 2                                     | Froh, Zoe              | 15 | HYACK |
| 3                                     | Free, Ava              | 16 | CASC  |
| 4                                     | Nielsen, Amelia        | 17 | NKB   |
| 5                                     | Moore, MacLaine        | 18 | ESWIM |
| 6                                     | Mouat, Savanna         | 16 | GO    |
| 7                                     | Switzer, Brooke        | 16 | MAC   |
| 8                                     | Mage, Lauren           | 16 | CAJ   |
| 9                                     | Little, Megan          | 14 | NYAC  |
| <b>Heat 6 (Heat 3 Men 1500 Free)</b>  |                        |    |       |
| 0                                     | Gagne, Collyn          | 17 | OAK   |
| 1                                     | Després, Julien-Manuel | 17 | CAMO  |
| 2                                     | Nickerson, Judson      | 17 | WD    |
| 3                                     | Bird, Joshua           | 17 | ESWIM |
| 4                                     | Singh, Sehajvir        | 16 | HYACK |
| 5                                     | David, Félix           | 17 | CAMO  |

9:13.07

9:09.79

9:08.55

9:08.26

9:07.52

9:07.71

9:08.30

9:09.65

9:11.43

9:14.26

16:22.66

16:21.73

16:20.84

16:18.29

16:13.73

16:17.22

## Program Levels

20. What fees, AFC, and MPPs are associated with changing program levels mid-season?

Please refer to section 15 of the OSC Unified Financial Policy, under the *About Us* → *Bylaws & Policies* tab.

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