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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

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	Lesley Serediak	headcoach@olympianswimclub.com	- Overall technical program - Training - Competitions - Strategic plan - Coaching staff
Head Assistant Coach	Francois Coetzer	francois@olympianswimclub.com	- Training - Lead Dryland Coach - Competitions



Regional Coach	Ehsan Shafaiyanfard	ehsan@olympianswimclub.com	- Training - Competitions
General Manager	Shane Downey	shane@olympianswimclub.com	- Strategic plan - Administrative staff - Facilities - Major OSC projects and events
Mini O's Program Coordinator	Megan Johnston	megan@olympianswimclub.com	- Mini Os program - 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 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 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
TOTAL	41 points
Timer – Swim AB meet (2 sessions)	10 points
TOTAL (Swim AB meet)	51 points

- **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
TOTAL	46 points
IT/JS – Swim AB meet (2 sessions)	10 points



TOTAL (Swim AB meet)	55 points
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- **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
TOTAL	86 points
Sr. official – Swim AB meet (2 sessions)	20 points
TOTAL (Swim AB meet)	106 points

- **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



TOTAL	151 points
Sr. official – Swim AB meet (2-3 sessions)	30 points
TOTAL (Swim AB meet)	181 points

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 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, Tara 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 O'CROININ, Emma	03 HPCVN	4:13.27	19 COUTURE, Elio	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				
Event 35 / 36 Women / Men 18&U 800 Free / 1500 Free				Heat 5 (Heat 3 Women 800 Free)				
WOJ: 8:22.60 2015-12-06 Olivia Anderson				0 H��bert, Marie-��ve 16 CNO 9:13.07				
MOJ: 14:49.84 2016-12-18 Rafael Davila				1 Pauletto, Hailey 16 PCSC 9:09.79				
Lane	Name	Age	Team	Seed Time				
Heat 1 (Heat 1 Women 800 Free) Swimming with Finals								
0								
1	Kwan, Victoria N	16	MAC	8:58.03				
2	Zavaros, Mabel	17	OAK	8:52.00				
3	Lau, Octavia	16	HYACK	8:48.57				
4	Kobori, Waka	17	SAGAM	8:35.64				
5	Jeffrey, Chantel	16	ISC/HPC-VIC	8:47.68				
6	R��aume, Marianne	16	CAMO	8:50.22				
7	Hayabuchi, Mizuki	16	SAGAM	8:54.64				
8	O'Croinin, Emma	14	EKSC	8:58.37				
9								
Heat 2 (Heat 1 Men 1500 Free) Swimming with Finals				Heat 6 (Heat 3 Men 1500 Free)				
0					0 Gagne, Collin 17 OAK 16:22.66			
				1 Despr��s, Julien-Manuel 17 CAMO 16:21.73				
				2 Nickerson, Judson 17 WD 16:20.84				
				3 Bird, Joshua 17 ESWIM 16:18.29				
				4 Singh, Senajvir 16 HYACK 16:13.73				
				5 David, Felix 17 CAMO 16:17.00				

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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