

HASA Handbook

Welcome to the Hudson Area Swim Association. HASA is a member supported competitive swim association. It relies on swim fees and fundraising to cover expenses. These expenses include but are not limited to coaches' salaries, equipment, insurance, and general business expenses. The objective of this handbook is to inform parents and swimmers of HASA's mission, policies and procedures.

Mission Statement

The mission of our club is to provide educational opportunities at various levels of competitive swimming for children and young adults by providing a safe learning environment where swimmers can set goals and work to realize their goals.

Team Structure

HASA's training program can meet the needs of just about any swimmer. We ask that swimmers complete Level 4 Red Cross or Minnow-level YMCA instruction. Our program is separated into six training groups.

Novice

A multi-week session designed to introduce swimmers to the four competitive strokes (freestyle, backstroke, breaststroke and butterfly), with a primary focus on freestyle and backstroke. Flip turns and dives off the starting blocks may also be introduced. Swimmers may repeat this level until they master the skills to move to Age Group. Novice swimmers typically participate in pre-c meets, which could be viewed as practice meets. Swimmers may participate in meets in the events for which they are proficient or enjoy.

Age Group Transition

A continuation of the Novice objectives with an emphasis on polishing stroke techniques and racing skills begun in the Novice group or in advanced swim lessons; swimmers will get more thorough instruction on breaststroke and butterfly. The focus is on obtaining legal strokes, turns and starts in all four racing stroke disciplines as well as the individual medley with the intention of preparing the swimmer for sanctioned competitions, as well as the Age Group 2 level work-outs. Swimmers are encouraged to participate in non-sanctioned Pre-C "practice" meets as they feel comfortable doing so and advance to sanctioned competitions as they feel more and more comfortable with their skill sets. Any ABC Open or BC Open meets would be appropriate for these swimmers to attend.

All Other Training Groups

The Age Group and Senior programs swim nearly year round. USA Swimming has divided the year into two seasons: Short Course Yards, which runs September to March generally in 25 yard pools, and a Long Course Meters season, which runs from April to August and emphasizes Olympic sized 50 meter pools. HASA has divided these seasons into two sessions each; the Short Course Season is comprised of fall and winter sessions, and the Long Course Season is made up of the spring and summers sessions; this was mainly for the purpose of registration.

Age Groups 1&2

The focus of Age Groups 1&2 is on using drills to continue to develop and improve technique, while building endurance and introducing additional to competitive swimming skills. This group has a wide range of skill levels and all swimmers in these groups are encouraged to participate in meets. The type

of meet is dependent on their skill level. Swimmers need to achieve “test set” goals in order to transition to the next level.

Senior Transition

Focus is on perfecting technique and building endurance. This is for swimmers with strong motivation and swimming skills. Any swimmer under 13 should discuss with the coach before signing up for this level. Swimmers at this level are expected to participate in meets.

Senior

This is HASA’s most rigorous group; it is designed for swimmers who are extremely competitive and motivated to improve beyond what the senior group can offer. When pool time is available (typically summer months) swimmers have two practices a day; they are highly encouraged to swim in the morning and again in the evening. This program is similar to high school programs and is intended as preparation for high school swim seasons; however swimmers who are not high school age, but have achieved this level of skill may participate in this group. Any swimmer who has not swum for the varsity level of their high school team should speak with coach before registering. Swimmers at this level are expected to participate in meets.

Swimmer Advancement Criteria

Placement and advancement of a swimmer is the responsibility of the coaching staff. This is based on the ability level of each individual. When it is in the best interest of a swimmer, he/she will be placed in a more challenging group by the coach. The coaching staff has advancement criteria or “test sets” to help assess the best group for your swimmer. Please feel free to talk with the coaches if your son/daughter feels that their training group is too hard or too easy for them.

Practice Information

The practice schedule is set up for the season and handed out at the beginning of each session. Occasionally there will be changes to our schedule due to unforeseen technical issues with the pool, weather and school closings. In this case the coaches and the board members will make every effort to inform you of these changes as soon as they become known. **Swimmers are expected to be on deck five minutes before the start of practice for their group.** Swimmers are encouraged to stay for the full practice to receive the greatest benefit from the workout. We understand that there will be times a swimmer may have to leave early; in this case please notify the coach prior to practice.

Practice Behavior

While on school grounds, the swimmers are the responsibility of the coaching staff. Swimmers behaving contrary to these criteria may be asked to leave.

1. All swimmers and parents are expected to read and sign the HASA Code of Conduct at the beginning of each season/session.
2. It is expected that you will arrive on time and be ready to swim (caps on, goggles ready).
3. Be respectful to coaches, teammates, opponents, officials, the facility, and to yourself at all times.
4. During practice, swimmers are never to leave the pool area without the coach’s permission.

Practice Equipment

- Designated training equipment has been identified for each training group; forms are available at registration. Equipment groupings have been designed to build on each other so that as a swimmer advances to the next training level only one or two additional pieces of equipment would need to be purchased.
- Goggles: Goggles are a must. The chlorine will irritate the swimmers' eyes without goggles.
- Swim Caps: Longer hair necessitates wearing swim caps. Those with very short hair may choose not to wear a swim cap.
- Towels: Swimmers should bring their own towels to meets and practices.
- Girls: One-piece suits. No one is allowed to compete in a two-piece suit.
- Boys: Jammers or racers are recommended. Though discouraged due to the extra resistance, trunks may be used for practice.
- Most swimmers have a separate practice suit and competition suit as the chlorine quickly fades and degrades the suit.
- Suits and accessories can often be purchased for discount prices at meets.
- Catalogs and link to Pure Blue Swim Shop are available with other merchandise (duffle bags, robes, fins, etc). A link can be found on the HASA website.
- Swimmers in Age Group 1 and the Senior levels are encouraged to wear a drag suit or a stretched out old suit during practices.

Team Apparel (to be worn at swim meets)

- Team suit
- Swim cap (optional)
- Swim goggles

Orders for team suits, caps, and additional apparel are submitted throughout the season. Please see the designated equipment and apparel volunteer for details and an order form.

Swim Meet Information

Philosophy of Competition

The Hudson Area Swim Association engages in a multi-level competition program within USA Swimming - primarily in the Twin Cities Metro Area. Like our training program it attempts to provide challenging, yet success-orientated situations for swimmers of all ages and abilities. Meets provide swimmers the opportunity to achieve personal growth and success as well as participate in relays and other team-related goals and achievements.

Meet Schedule

The head coach decides on the swim meets with which the team will participate. Each season's meet schedule is distributed with the team calendar. Please review this schedule to determine which meets your swimmer should and may attend. If you have any questions as to which meets are appropriate for your swimmer, please contact the coach.

HASA may also host swim meets throughout the season. While swimmers are highly encouraged to attend as many meets possible, attendance at home meets is generally expected. Parents are also expected to volunteer time during all home meets (See Member Agreement on Registration Forms).

Attendance at Meets

Meet participation is an essential part of HASA's philosophy as a competitive swimming organization. Swim meet participation is not mandatory, but is highly encouraged. Swimmers in all training groups are encouraged to participate at meets; the higher the training level the more swimmers are expected to participate. As HASA continues to grow and develop swimmers, swimmers may find incentives for participating in a percentage of available swim meets. Meets are scheduled on weekends throughout the season and the head coach determines which meets the team will attend (based on the MSI schedule and procedures). The schedule is posted on the HASA calendar and as a meet date approaches, a Meet Information and Entry page is activated on the HASA website. Additionally, coaches will send home reminder forms with swimmers regarding upcoming meets, entry deadlines and other information as a reminder to swimmers. MSI, host teams and coaches need to maintain specific timelines with regard to meets; completing entries before the deadlines is expected and appreciated. Parents are asked to help minimize late entry requests by being mindful of these deadlines.

Classification and Types of Meets

PRE-C - for swimmers who have not previously participated in a meet, as well as those individuals who have events in which their established times are at the C level or below. These meets are an excellent learning experience for novice swimmers.

C Meets - are for relatively inexperienced swimmers who have achieved C level times. This level is usually combined with B level to create a meet in which there are both C and B events. Additionally, swimmers who may have recently "aged-up" and who have not achieved certain times in their new age group would also be encouraged to attend this type of event.

B Meets - an intermediate level of competition for swimmers who have attained B level times. This level is usually combined with A or C level meets.

A Meets - this level of competition is for exceptional swimmers who have accomplished A level times. Team scores are kept and team awards are given. These meets are most often held in the metro area, but may involve travel outside the Metro area. A meets may be combined with B/C meets or designated for swimmers with A or better times, sometimes designated by "A+".

Finals Meets – There are many finals meets towards the end of every season:

Pre - C Finals: Is for swimmers who have times greater than the posted "C" time for their age group in that event. This is an event many novice swimmers attend, but is not limited to that training group.

C – Finals: Is only for the 12 & Under swimmers; they can attend this meet with the possibility of swimming eight total events (4 per day). The events that are swum at this meet must have been swum at a non-Pre-C meet (however, Pre-C finals would qualify) and achieve a "C" time. This meet is only offered in the Short Course (Fall/Winter) Season. During the Long Course season this meet is combined with ABC Finals.

AB/C Finals: 12 & Under swimmers will be able to swim all of the events where they have achieved an "A" or "B" time; 13 & Over swimmers are able to swim any event in which they have achieved an "A", "B" or "C" time. This meet can be may be scheduled over a 3-day period – usually Friday, Saturday and Sunday.

As swimmers are awarded time standards based on each event in their age group, swimmers may qualify for multiple finals meets. Swimmers can achieve a new standard at a Finals meet, making them eligible for the next finals meet as well. For example if a swimmer swims in C-Finals and achieves a B time, they are now eligible to swim that event at AB/C Finals. Swimmers who achieve CH (Champ)

times at AB/C Finals would qualify for the State Championships meet. Swimmers are encouraged to sign up for all of these meets and compete in all eligible events and relays.

State Championship - swimmers at this level have achieved CHAMP time standards. This meet is held twice a year; in March and August. The team state champion is decided at this meet.

Zone* Meet - Swimmers at this level have attained the ZONE qualifying time. This is an all-star competition in that is divided between a senior level (ages 15 and over) and an age group level (14 and under). At Senior Zones, the swimmers represent HASA; however at the Age Group Zone meet HASA swimmers represent Team Minnesota. These meets are held in the summer after the state meet. HASA and Minnesota Swimming participate in the Central Zone, which includes 12 States. Other teams in our zone include Arkansas, North Dakota, South Dakota, Nebraska, Indiana, Iowa, Oklahoma, Ohio, Michigan, Wisconsin and Illinois. This meet rotates each year and may be held at any of these locations.

Meet Fees

HASA maintains a splash-fee account for all swimmers. Deposits are made throughout the season and meet fees are deducted based on the level of participation. Fees may vary, but typically range from \$2.50-\$5.00 per swimmer and \$1.50-\$5.00 per event. Amount deducted depends on the actual fees charged and the number of events entered. You will receive a monthly statement detailing the meet fees charged to your account. Any remaining balance will carry over into the next session.

Swim Meet Procedures: (please see separate Swim Meet Information document)

Communication

HASA has a mailbox system in place. Each family has their own mail folder. There are also mail folders set up for all coaches. Most of the mail/forms you will receive have a deadline, so please check your box nightly.

HASA's primary form of communication is a combination of email and the team website. Email is used rather than phone trees for bad weather cancellation, meet reminders, etc. If you do not have access to e-mail, please state that on the registration so that we can be sure you are getting the same information.

HASA's has a web site which can be found at www.hudsonswimteam.org. The website lists announcements, practice and meet schedules, meet details (including meet entry forms, entries, and results), registration forms, and contact information. The website is updated frequently and families are encouraged to check back often to keep up to date.

And, of course, you can always contact the coach or board members directly. Before or after practice is the best time to discuss things with the coach. Coaches are available 15 minutes before and after practices; coaches will be setting up or cleaning up at these times, please seek them out on the deck, in the pool office or in the stands.

When there are problems or a question regarding practice, stroke instruction, meets, team rules or the training programs please bring them to the Coaches attention. If you need further assistance please contact any HASA Board Member.

Volunteerism

A club of any kind cannot survive without the helping hands of parent volunteers. There are many ways you, as a parent, can get involved to make this a wonderful experience for you family. Participating in fundraisers, attending parent meetings regularly, becoming a committee member, running for elective position on the Board of Directors, organizing social functions, advertising and merchandising, and becoming a meet official are just a few of the opportunities available.

Please see a Board Member if you would like to offer your time and be more involved.

Fundraising

HASA uses fundraising to off set our registration fees. Each family is expected to participate in all fundraisers to help defray club costs.

The largest fundraisers HASA conducts are to host swim meets. This requires a huge number of volunteers, but the financial payoff is substantial. Every parent is expected to volunteer for at least two 5- hour shifts. Additional information about home swim meets and member expectations are available in the Member Agreement information available at registration.