



**HANDBOOK  
2011-2012**

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## I. Introduction

Welcome to the New York City Aquatic Club!

The New York City Aquatic Club is downtown's premier swim program.

The team was started in 1999 at the YWCA on 51<sup>st</sup> Street and Lexington Avenue and moved to Baruch College at 24<sup>th</sup> Street and Lexington Avenue in 2005.

The team has swimmers of all ages and abilities. From the five year old just starting out to the senior in high school, the New York City Aquatic Club works with children of all levels.

We attract swimmers from all five boroughs, Westchester County, and New Jersey.

The team offers practices throughout the year.

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The New York City Aquatic Club is a member of Metropolitan Swimming ([www.metroswimming.org](http://www.metroswimming.org)) which is one of 59 Local Swimming Committees (LSC) that make up USA Swimming ([www.usa-swimming.org](http://www.usa-swimming.org)), the National Governing Body for competitive swimming.

## II. Team Philosophy

The New York City Aquatic Club works to nurture and develop the talents of swimmers in a fun and competitive environment.

A progression of steps centered around each child's age is utilized to achieve this goal. Starting with technique instruction for our younger swimmers and continuing through serious training for our older swimmers, a program is designed to enable each child a chance to succeed.

The program keeps in mind the aspects of a child's self-esteem, social development and sense of goal setting and accomplishment to produce an enjoyable and rewarding experience.

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### III. Practice Schedule

Upon entering the program, a child is placed in one of six groups depending upon their age, ability and group space/availability. The six groups are: Swim School, Future Stars, Blue, Gold, Senior and Senior Elite.

Each group practices a certain number of times per week with our older swimmers swimming more than our younger swimmers.

Practices are the essential way a child develops their swimming ability and regular attendance is important. Upon the close of the registration period, attendance at practice will be taken.

For some groups, minor adjustments in the practice schedule will occur throughout the year. These adjustments are usually no more than fifteen minutes.

We have a fall (September – mid-October), winter (mid-October-March), spring (April – mid-May), and summer (mid-May – mid-

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August) practice schedule

Practice schedules can be found on our website

<http://www.nycaquaticclub.com>

#### IV. Meet Schedule

Competing at a swim meet is the primary way a coach, child and parent can measure the progress of a swimmer.

They are also meant to enhance the swim experience and are fun as teammates cheer and encourage each other.

Swim meets usually occur on weekends. A swim meet schedule can be found on our website <http://www.nycaquaticclub.com>

Prior to a meet, an email will be sent out to all families asking if they intend to participate. While we recognize that not all swimmers will be able to participate at all meets, representing the team at some meets is required.

#### V. Registration Form

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All swimmers are required to submit a registration form to the team. This form can be found at the end of the handbook.

VI. Medical Release Form

All swimmers are required to submit a medical release form to the team. This form can be found at the end of the handbook.

VII. Fees and Structure

The fees for the year are as follows:

Swim School- \$750	Gold - \$1800
Future Stars - \$1200	Senior - \$2000
Blue - \$1600	Senior Elite - \$2200

These fees include everything except the cost of a team swimsuit, team cap, tee shirt (mandatory items) and any other equipment that might be purchased on an optional basis.

A payment plan is available as follows:

Payment 1 (half) - due upon registration

Payment 2 (half) - due Feb 1st

A ten percent discount is available to families with more than one child. Financial aid is available on a case by case basis.

Financial aid requests must be made at the start of the season.

This includes families who were on financial aid in previous years.

**PLEASE NOTE:** Upon making the decision to join the New York City Aquatic Club, you are joining a year round program. As such you are responsible for the costs of a year round program.

We recognize the fact that families go away over the summer but we cannot pro-rate the cost. You have chosen to join the team and have been afforded one of a finite number of slots. As opposed to making families pay the cost of the entire year up front, the payment plan is available to ease financial costs. It does not relieve you of the responsibility to pay if you go away over the summer. There are no refunds.

## VIII. Parent Involvement

Parent involvement is a key to the success of any swim club. Parents are encouraged to view practice from the second floor windows.

The most important role a parent plays in the development of a swimmer's ability is to ensure that their child is attending practice on a regular basis.

Parents should understand that a child's development is not always a straight line and should cheer a child's success and positively support a child during a struggle.

Parents are also welcome to volunteer their time in one of the many activities the team undertakes. This may include a Christmas party, end of the year banquet, or other social activities scheduled.

## IX. Communication and Website

Communication between coaching staff and swimmers and their families is imperative.

Once the registration process is complete a team email distribution list will be established and weekly emails will be sent out. These emails will detail any important events in the up-coming week, any practice schedule changes and meet announcements.

The team's website is another means of communication. The website address is <http://www.nycaquaticclub.com> . The website is a great place to learn about the team, its swimmers and swimming in general. Please understand that due to the size of the team an email might not be answered immediately but will always be answered within 48 hours.

You may also talk to a coach **after** practice. Please keep in mind however, that talking to a coach during practice prevents the coach from giving his or her full attention to the children and should be avoided.

#### X. Attendance

As previously stated, regular attendance at practice is the most

important way a child develops his or her swimming skills and contributes to the feeling of being a part of a team. While acknowledging the fact that in today's world a child can be pulled in many different directions (schoolwork, other activities, etc.) attendance at practice is important. This is emphasized with all groups but is of particular importance to our older swimmers who, at this point in their development, have chosen to continue their swim careers. As such, a minimum of 75% attendance is required for our Senior and Senior Elite swimmers (9 out of 12 practices over a two week period). Failure to reach this requirement may cause a swimmer not to be entered in meets as we do not want to enter any swimmer in a meet if they are not fully prepared.

#### XI. Baruch Facilities/Behavior

The team rents out the facilities at Baruch College at a great cost.

As such we must be good tenants and it is of utmost importance to treat the facilities with respect and care. We must be mindful that the facilities are used by others, including Baruch students, faculty, administration, and neighborhood community. Swim team members must take no action, especially in the locker rooms, which would interfere with the enjoyment of the facilities by

others.

In addition, swimmers should not lounge in the second floor viewing area before or after practice unless accompanied by an adult. They should report to the pool immediately or wait in the pool area lobby.

Swim team members must also treat each other with respect and care. The team is made up of boys and girls from many different schools and many different backgrounds. Together we make up one team.

Failure to treat the facilities or one another in a proper manner will result in disciplinary action with the possibility of suspension and/or removal from the team.

**NEW YORK CITY AQUATIC CLUB**  
**2011-2012 REGISTRATION FORM**

Swimmer's Name (First/MI/Last): \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Father's Occupation: \_\_\_\_\_

Telephone Number at Work: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Mother's Occupation: \_\_\_\_\_

Telephone Number at Work: \_\_\_\_\_

Family Email: \_\_\_\_\_

Swimmer's Email: \_\_\_\_\_

(PLEASE PRINT CLEARLY)

**NEW YORK CITY AQUATIC CLUB**  
**2011-2012 MEDICAL RELEASE FORM**

Swimmer's Name: \_\_\_\_\_ D.O.B(MM/DD/YY) \_\_\_\_\_

Parent Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone \_\_\_\_\_ Cell \_\_\_\_\_

The Best Number to Reach a Parent During Practice \_\_\_\_\_

If a parent cannot be reached, the following person(s) should be contacted:

Name \_\_\_\_\_ Number \_\_\_\_\_

Relationship \_\_\_\_\_

Name \_\_\_\_\_ Number \_\_\_\_\_

Relationship \_\_\_\_\_

Does your child have any medical condition of which we should be aware?

Does your child take any medication of which we should be aware? (Please note: asthma sufferers should have their inhalers present on deck)

I understand that my child is voluntarily participating in the activities of the New York City Aquatic Club and I agree that I will not hold the New York City Aquatic Club, USA Swimming, Baruch College or any coach or employee liable for any injury or illness contracted while participating in the program. Furthermore, in case of a medical emergency, I will be contacted immediately, but in the event that I cannot be reached, I give permission for my child to be given medical treatment prescribed by a physician or hospital.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**NEW YORK CITY AQUATIC CLUB  
PARENT CONTRACT  
2011-2012**

By signing below, I have agreed to the following:

- I. I have received the NYC Aquatic Club handbook for the 2010-2011 season.
- II. I have reviewed the handbook and clearly understand the practice schedule.
- III. I will return the registration form, medical release and parent contract to the team.
- IV. New swimmers will return the USA Swimming registration form to the team.
- V. I understand that the NYC Aquatic Club is a year round program and the cost of the program cannot be pro-rated if I am away, for whatever reason, for an extended period of time.
- VI. I am aware of the costs of the program and agree to pay fully.

Swimmer's Name \_\_\_\_\_

Parent's Name \_\_\_\_\_  
(Print)

Parent's Name \_\_\_\_\_  
(Signature)

Date \_\_\_\_\_

(Return to swim team)