



[www.baylorswimming.org](http://www.baylorswimming.org)

## Fall Parents Meeting- Tuesday, August 24, 2021

Welcome to the **Baylor Swim Club!** We are excited that you have chosen to participate in our swim club. If you are new to Baylor Swim Club, you will find the answers to many of your questions below. After reading the handout, if you still have questions, our coaching staff will be happy to answer them for you. We are looking forward to coaching your children this season.

### Coaching Staff - Our coaching staff is comprised of:

Name	Title	Practice Group
Dan Flack <a href="mailto:dflack@baylorschool.org">dflack@baylorschool.org</a>	Director of Competitive Swimming / Head Coach / Aquatics Director	Seniors/Varsity & Senior 2
Laura Pitman <a href="mailto:lpitman@baylorschool.org">lpitman@baylorschool.org</a>	Director of Operations / Assistant Coach	Responsible for daily operations of the club
Brian Gill <a href="mailto:bgill@baylorschool.org">bgill@baylorschool.org</a>	Head Age Group Coach / Swim School Director	Oversees Age Group Program (Juniors-Developmental)
Kelly McClanahan <a href="mailto:kmcclanahan@baylorswimming.org">kmcclanahan@baylorswimming.org</a>	Junior group Coach / Asst. Senior / Varsity	Junior group Coach / Asst. Senior / Varsity
Francine Chittum <a href="mailto:fchittum@baylorswimming.org">fchittum@baylorswimming.org</a>	Assistant Coach- Lead AG Coach	AG
Jenny Smith <a href="mailto:jsmith@baylorswimming.org">jsmith@baylorswimming.org</a>	Masters Coach	Masters
Stephanie Cohen <a href="mailto:scohen@baylorswimming.org">scohen@baylorswimming.org</a>	Assistant Coach	Developmental- Grey
Samantha Jameson <a href="mailto:sjameson@baylorswimming.org">sjameson@baylorswimming.org</a>	Assistant Coach	Developmental- White
Jessica Klotz <a href="mailto:jklotz@baylorswimming.org">jklotz@baylorswimming.org</a>	Assistant Coach	Developmental- Red
Catie Carden <a href="mailto:ccarden@baylorswimming.org">ccarden@baylorswimming.org</a>	Assistant Coach / Swimming Lesson Instructor	Developmental-Red

### Information from Director of Operations, Laura Pitman:

- **Email Addresses-** add email to TeamUnify account- if you have a second email account that would like to receive updates please add it to your account. Everyone should receive at least one email by Thursday of each week. If you are not please email Laura at [lpitman@baylorschool.org](mailto:lpitman@baylorschool.org)
- **Advertisements for Hosted Meets** – the form will be emailed. Not a requirement but a great way to help the club. If you own or frequent a business and would like to ask them to advertise that would be great.
- **Swim Caps / Bag Tags-** All members receive one latex cap. Should receive at the first practice. Replacement latex caps are \$6, silicone caps \$16 and bag tags are \$3. Email Laura if you need any of these items. Charges will be placed on your team Unify account. Latex swim caps will be distributed at practice the of Sept. 6<sup>th</sup>. We do have silicone caps in the office for purchase just email if you need one.
- **Baylor Swimming Spirit Store-** closes Monday, August 30th
- **Arena Team Sponsorship-** Our club is sponsored by ARENA therefore all suits, bags, equipment, etc. should be ARENA brand.

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- **Arena Team Suits / Performance Suits** – Our team suit is ARENA. Our club does not allow any swimmer that is not in the Sr 2 or Upper School group to wear a performance racing suit. The older kids may wear them at Dan's direction
- **New Parent Volunteer Training-** Practice Meet for AG and Developmental (Sat., Sept. 25<sup>th</sup> 10:00 AM – noon ) at Baylor
- **Parent Volunteer T-Shirts-** There will be an online sign up shortly for these.
- **TeamUnify** – this site is only used for billing and meet entry purposes. All club info and details are found on the [baylorswimming.org](http://baylorswimming.org) website
- **Online Meet Volunteer Sign-Up-** You will receive an email when jobs sign-up opens, usually about 2 weeks prior to the meet.
- **Dropping off and Picking up children/Locker room Usage-** Due to COVID-19 athletes will NOT be able to use locker rooms after practice. Parent should wait for your child(ren) outside. (See COVID-19 Policies in handout). Cell phones, iPads, anything with a recorder on it are not allowed in the locker rooms for any reason. This is a serious safe sport violation. All phones must be placed in the phone tree outside of each locker room
- **Transfer Forms-** If your child is coming to Baylor Swim Club from another USA Swim club you must have a transfer form completed ASAP.
- **TRI-Masters Info-** Our Masters group practices Monday, Wednesday and Friday 5:45 – 7 AM. Our Tri-Masters group will resume with practices beginning, Mon., Oct. 4<sup>th</sup>.

### Communication

- **Weekly Update Newsletter-** This newsletter is dedicated to all practice groups at the Baylor Swim Club (Developmental-Senior). It highlights upcoming events and any practice/schedule changes, as well as goes over any meet information or meet entries. Please read this newsletter with your swimmer.
- If you need to speak to any of the coaches, they will be available to talk to parents before and after most practices.
- If you need to speak with Head Age Group Coach Brian Gill or Head Coach Dan Flack you can: email Brian at [bgill@baylorschool.org](mailto:bgill@baylorschool.org) or call 423-267-8506 x630 and Dan at [dflack@baylorschool.org](mailto:dflack@baylorschool.org) or call 423-267-8505 ext 279. Email is the most efficient way to contact Coach Brian & Coach Dan.
- Any further questions or any questions about billing should be directed to Laura Pitman email: [lpitman@baylorschool.org](mailto:lpitman@baylorschool.org) or phone 267-8506 x 267. Email is the most efficient way to contact Laura. Laura will be in the office on Monday nights until 6:30 PM.
- All of our coaches have an email address in which to contact them should you have any specific questions regarding your child in practice. The staff felt like this would also give parents an option to communicate with the specific group coaches. See coaches' email addresses above. If you are discussing a swimming matter please only do this through the coaches' [baylorswimming.org](mailto:baylorswimming.org) email account or face to face at the pool.
- The Baylor Swim Club web page is a great asset of communication for coaches, parents, and swimmers. Meet information, meet entries, schedules and newsletters will be posted here. Please check [www.baylorswimming.org](http://www.baylorswimming.org) on a regular basis.
- **Social Network Pages-** In order to continue to keep up with the latest communication technology the Baylor Swim Club also has both a **Facebook** (<https://www.facebook.com/BaylorSwimming>) page, **Twitter** page, **Instagram** page, and our **YouTube** channel. Those that have a Facebook page are encouraged to go ahead like the page so that you can keep up with the latest club news, practice information, and meet results. If you have a Twitter page, follow us with the handle @BaylorSwimming. A link is posted on the website for easy access to the all of the social media platforms.

- **SwimAndTri** is our official swimming supply vendor. During the year if you have other swim needs please order from SwimAndTri. You can access them on the web through our [www.baylorswimming.org](http://www.baylorswimming.org) website. Their website is <http://www.swimandtri.com> You can also contact them by phone at their Knoxville, TN location at 877-794-6874.

Below are directions on how to login to the Baylor Swim Club TEAM PORTAL on <http://www.swimandtri.com>

To access the portal from the web page without using the link above:

1. Load: [www.SwimAndTri.com](http://www.SwimAndTri.com)
2. Click on "Team Portal" at the top of the Categories section on the left side
3. Enter the following portal code: **BSC\_CHATT**

**If you already have equipment that is not ARENA then you may use those items but when they need replacing then please order the ARENA items.**

## **Baylor Swimming Website – [www.baylorswimming.org](http://www.baylorswimming.org)**

The Baylor Swimming web page is a great asset of communication for coaches, parents, and swimmers. Here are a couple of sections on the website that you should always review.

**Newsletter Section-** This has all the newsletters that the coaches' post, so if something is wrong with your email you can always look here. The weekly update newsletter link can be found under the ABOUT THE CLUB menu on the homepage.

**Meet Info Section-** In the section it lists the meets for the entire season. You can find information on each of the meets such as who participates, and a list of events. This is the section where meet entries and results will be posted.

**Members Section-** This section of the web page is dedicated to our members. In this section, you will find volunteer information and the team handbook. A member login is required for this portion of the site. See info below.

**TeamUnify Account-** You will find a link to the TeamUnify page at the top of the homepage under members on [www.baylorswimming.org](http://www.baylorswimming.org). Here you will be able to access your billing account along with having the ability to scratch (accept/decline) from swim meets.

### **Directions for Member Login-** [www.baylorswimming.org](http://www.baylorswimming.org)

- If you were a returning member all login info was transferred over to the new website. The username is your email, and the password is **SwimFastBaylorSwimmers111!** If you are new members then you will need to complete the form at the link below.  
<https://www.baylorswimming.org/members/membership-registration/>
- From homepage CLICK ON MEMBERS -> MEMBER LOGIN
- Follow instructions to login
- **Please note your login for the members section of the baylorswimming.org website is different from your TeamUnify login**

## **Policy on Practice Group Assignment**

There have been some adjustments to the policy on practice group assignment, which includes specific standards to be in a specific practice group. *Refer to Handbook page 9*

## **Baylor Swim Club Policy on Behavior at Swim Practice**

*Refer to Handbook page 10*

## **Policy Regarding Parents Watching Practice**

*Refer to Handbook page 11 - Parents are welcome to watch however we suggest you only check in from time to time. Practice is a great time for you to get out and enjoy the entire campus.*

## **Inclement Weather**

If The Baylor School is closed or closes early due to inclement weather we will not have Baylor Swim Club practice. If you are in doubt for any reason, please check the website [baylorswimming.org](http://baylorswimming.org) or call the office # 267-8506 x267. The information will be emailed to the membership, posted on the website and on the office phone message system.

## **Meets**

All swimmers are encouraged to participate in the swim meets. There is typically one meet per month, beginning at the end of October. These meets are sponsored by different swim clubs and are held in various locations. The majority of the meets will be held on Saturday and Sunday with some meets having some events on Friday evenings.

The Coaching Staff will post SCRATCH deadlines for each swim meet. These will be posted in each newsletter, on the webpage, by each meet on the meet schedule, and on the Baylor Swimming Calendar of events on the website. **It is imperative that you click the TeamUnify button on the homepage> go to events tab> then click the proper meet. Here you will accept or decline to attend the meet. There is a space to note if your child will only miss a portion of the meet prior to the registration deadline. This is called “scratch deadline”.** All children who are registered for the meet will be charged as follows: entry fee/event (around \$6.00), \$15.00, facility Fee, \$4.00 LSC Fee. You must accept to attend each swim meet in order to be entered. Please be sure to click the save button before exiting the page

Once meet entries are completed, they are posted on the Baylor Swim Club web site. Please review these entries with your swimmer(s) so that they are aware of and prepared for the events in which they will be participating at the meet. Relay events will not be posted until after warm-ups on the day of the meet. Swimmers are encouraged to swim to the best of their ability. Times will be established for your child at the first meet they attend. After the meet, the results will be posted to the Baylor Swimming Website. Placement Awards are provided by the club hosting the meet and are given to swimmers placing in the top 1-8 spots. Ribbons are not given for participation or heat winners. We are not all about awards and time standards. Your child may not always have a best time or get an award, but they may do other things that the coaching staff and the swimmer should be proud of.

When attending a meet, swimmers will need to bring their Baylor Swim Club Arena team suit, Baylor caps, goggles, two towels, Baylor Swim Club T-shirt, sweatshirt/pants, activities (books, etc.), waterbottle and healthy snacks.

Prior to the beginning of the meet, parents should write the events the child will be swimming on the child's arm. Immediately after each swim, your child should see the coaching staff to get feedback on their performance. This is the best time for the child to get a clear understanding of what they did well and what things they need to work on.

## **Times**

We have times for all of our returning swimmers. If you have a new swimmer then they will be entered as (NT) or as No Time for the first meet of the season. If you have times from a previous year round swim team please email us the times so they are entered properly according to ability.

## **Social Activity Planning**

We like to plan a few social activities during the year, but we will make decisions about these events as we move forward and see what is going on with the COVID-19 virus.

## **Hospitality**

Meet hospitality is for coaches, officials and meet workers. Swimmers are not allowed in the hospitality room for any reason. Please bring food and drinks for your children or purchase their items from the concession stand. If your child needs you for some reason, please step out and speak with them in the hallway. Your cooperation and support in this is greatly appreciated. You will notice a \$100 hospitality charge on your account in October or the month you join the club. This is a per family charge and goes towards the food we supply to coaches, officials, and working volunteers at our meets.

The hospitality room is open to only coaches and officials at the meet. Parents working during the sessions will have drinks and snacks brought to them at their work stations during the session.

## Billing

The TeamUnify system will charge your accounts on the first of every month. You are able to login to your account at any time and see all charges and payments that have been made. The statements will contain your monthly dues, any other charges such as caps meet fees hospitality fees, etc., and a late fee will be assessed on the 21st of each month. Any accounts that are 30 days past due will result in your child being held out of the water. Registration fees are only charged at the beginning of each new swim year.

We will not allow children to practice until the online registration has been completed.

If you are planning on taking a break, and in order not to be billed for the next month I need to have written notification at least 30 days in advance. For example, if you know you are not going to swim in December I must receive an email from you stating that fact no later than Nov.1. If the written statement is not received by that date, you will be charged. Please understand that telling the coach does not count as proper notification. Notifications must be sent to Laura Pitman at [lpitman@baylor-school.org](mailto:lpitman@baylor-school.org). Active accounts are able to access present and past invoices to see what charges were applied to their account.

If you have any further questions please email Laura Pitman at [lpitman@baylor-school.org](mailto:lpitman@baylor-school.org)

## Safe Sport

- [Baylor Swim Club Safe Sport page](#)
- [Minor Athlete Abuse Prevention 2.0 \(MAAP 2.0\)- Full Policy](#) | updated 8/11/21 |

You will receive an email with this information and forms that must be completed by Sept. 3<sup>rd</sup>. These links are also posted in the members section of the [baylor-swimming.org](http://baylor-swimming.org) website under safe sport.

## COVID-19 Safety Protocols & Procedures

- Please **DO NOT** bring athletes to swim practice if they are sick. We ask that parents please contact the Director Operations, Laura Pitman ([lpitman@baylor-school.org](mailto:lpitman@baylor-school.org)) if the athlete is sick and/or has a positive COVID-19 test.
- Athletes are required to bring a personal facemask with them to each practice.
- Locker rooms and bathrooms will be OPEN for changing before practices. Personal facemasks must be worn while in the locker rooms.
- Athletes may not leave items in the locker rooms during practice.
- Social distancing is no longer required in lanes, although coaches will start swimmers from both ends of the lane.
- COVID-19 group size restrictions are no longer in effect.
- Parents may enter the building to watch practice BUT are required to wear masks and remain in the balcony area above the pool during practice. Spectators are to social distance while in the balcony.
- At the conclusion of practice parents are asked to exit the building and wait for their children outside. Please do not stand in the hallway.
- Athletes will NOT be allowed to enter locker rooms at the end of practice and must leave practice in their swimsuits.

### 2021-2022 Short Course Season Meet Schedule

Meet	Dates	Location	Qualification	Practice Groups the Meet Applies to	Scratch Deadline
Practice Meet (Parent Volunteer Training)	9/25 (10 AM-noon)	@ Baylor		AG, Dev groups ONLY	
Fall Kick-Off Classic  Baylor Swim Club Hosted Meet	10/23-24	@ Baylor	OPEN	SR/Varsity, SR2, JR, AG, Dev	Thursday, October 7 <sup>th</sup>
Martha Bass Invitational  Baylor Swim Club Hosted Meet	11/13-14	@ Baylor	OPEN	SR/Varsity, SR2, JR, AG, Dev	Tuesday, October 26 <sup>th</sup>
Ensworth Aquatics Holiday Classic	12/3-5	Nashville, TN	OPEN Prelims/Finals	SR/Varsity, SR2, JR, AG	Tuesday, November 9 <sup>th</sup>
Jingle Bell Classic	TBA	Dalton, GA	OPEN	Developmental ONLY	Tuesday, November 9 <sup>th</sup>
<b>**Speedo Winter Junior National Championships-EAST</b>	12/8-11	Greensboro, NC	Qualifying Time Standards	Selected SR/Varsity, SR2	
HSA TYR Invitational	1/14-16	Huntsville, AL	OPEN Prelims/Finals	SR/Varsity, SR2, JR, AG, Dev	Thursday, December 16 <sup>th</sup>
<b>**SES Region 2 Championships</b>  Baylor Swim Club Hosted Meet	2/18-20	@ Baylor	OPEN	SR/Varsity, SR2, JR, AG, Dev	Tuesday, January 25 <sup>th</sup>
<b>**Southeastern Swimming Short Course Championships</b>	2/25-27	Huntsville, AL	Qualifying Time Standards	Qualifiers ONLY	
<b>**NCSA Junior National Championships</b>	3/15-19	Orlando, FL	Qualifying Time Standards (This will <b>NOT</b> be Team Travel)	Selected SR/Varsity, SR2	
Warren Stephens Invitational	3/18-20	Atlanta, GA	OPEN	SR/Varsity, SR2, JR, AG, Dev	Wednesday, February 23 <sup>rd</sup>

End of SHORT COURSE SEASON

**\*\*SES East Regional Championships, Southeastern Swimming Short Course Championships, Speedo Junior National Championships, NCSA Junior National Championships, and the TYR Pro Swim Series are considered priority meets. This means you should make every effort possible to attend if your child or children qualify.**

**2022 Tentative Long Course Season Meet Schedule**

Meet	Dates	Location	Qualification	Practice Groups the Meet Applies to	Scratch Deadline
Arena Long Course Invitational  Baylor Swim Club Hosted Meet	4/22-24	@ Baylor	OPEN	SR/Varsity, SR2, JR, AG, Dev	TBA
Southeastern Swimming Long Course Championships	TBA	TBA	Qualifying Time Standards	Qualified swimmers only	
Southern Zone Age Group Swimming Championships	TBA	TBA	Selection by Southeastern Swimming		