



www.baylorswimming.org

Fall Parents Meeting- Monday, September 12, 2022

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
Payton Brooks pbrooks@baylorschool.org	Head Coach / Director of Competitive Swimming	Upper School & Senior Oversees entire swimming program
Laura Pitman lpitman@baylorschool.org	Director of Operations	Responsible for daily operations of the club
Brian Gill bgill@baylorschool.org	Head Age Group Coach / Swim School Director	Junior Oversees Age Group Program (Juniors-Developmental)
Rob Parks rparks@baylorschool.org	Assistant Coach- Upper School / Senior	Upper School & Senior
Francine Chittum fchittum@baylorswimming.org	Assistant Coach- AG Coach	AG
Stephanie Cohen scohen@baylorswimming.org	Assistant Coach	Developmental- Grey
Samantha Jameson sjameson@baylorswimming.org	Assistant Coach	Developmental- White
Jessica Klotz jklotz@baylorswimming.org	Assistant Coach	Developmental- Red
Catie Carden ccarden@baylorswimming.org	Assistant Coach	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
- **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. 6th. We do have silicone caps in the office for purchase just email if you need one.
- **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 Senior or Upper School group to wear a performance racing suit. The older kids may wear them at the head coaches direction
- **Parent Volunteer T-Shirts**- There will be an online sign up shortly for these. (They will NOT be ready for the Sept. meet)
- **TeamUnify** – this site is only used for billing and meet entry purposes. All club info and details are found on the 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.
- **Locker room Usage**- All swimmers will only be able to use the lower school locker rooms or the bathrooms in the hallway. The varsity locker rooms should **NOT** be used by any of the athletes. All equipment should be brought home with them each night. They may not leave any of their belongings in the locker rooms.

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

All outside doors to the natatorium will be automatically locked at 7:45 PM. Athletes will only have 15 min to change in the locker rooms after practice if it is finished at 7:30 PM. If the athletes are unable to get changed in that amount of time it is suggested that the athlete should just go home in their swimsuit.

Please make every effort to pick your child up promptly at the end of practice.

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 Coach Payton Brooks or Head Age Group Coach Brian Gill you can: email Payton at pbrooks@baylorschool.org or call 423-267-8505 ext 279 or email Brian at bgill@baylorschool.org or call 423-267-8506 x630. Email is the most efficient way to contact Coach Brooks or Coach Brian.
- Any further questions or any questions about billing should be directed to Laura Pitman email: 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 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 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 website. There 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
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

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. 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

- 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](http://www.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 Team Handbook*

Baylor Swim Club Policy on Behavior at Swim Practice

Refer to Team Handbook

Policy Regarding Parents Watching Practice

Refer to Team Handbook – 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 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 September. 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.

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@baylorschool.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@baylorschool.org

Safe Sport

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

These links are also posted in the members section of the baylorswimming.org website under safe sport.

USA Swimming Online Registration

USA Swimming registration is required for all members so that they are insured at practices and competitions. This is now completed online via USA Swimming's new SWIMS database. After registering for Baylor Swim Club on TeamUnify you will receive a link to register with USA Swimming.

Transfer Form Online- With the creation of the new SWIMS database requesting a transfer from a different USA Swimming club will also be done online. If your child is coming to the Baylor Swim Club from another USA Swimming club you must have a transfer form completed ASAP.

2022-2023 Short Course Season Meet Schedule

Meet	Dates	Location	Qualification	Practice Groups the Meet Applies to	Scratch Deadline
Fall Kick-Off Classic <i>Baylor Swim Club Hosted Meet</i>	9/24-25	@ Baylor	OPEN	Upper School, SR, JR, AG, Dev-White, Dev-Grey	Wed., Sept. 7 th
October Developmental Mini Meet	10/22	@ Baylor		Dev-Red, Dev-White, Dev-Grey	Mon., Oct. 17 th
Martha Bass Invitational <i>Baylor Swim Club Hosted Meet</i>	11/12-13	@ Baylor	OPEN	Upper School, SR, JR, AG, Dev-White, Dev-Grey	Thurs., Oct. 27 th
November Developmental Mini Meet	11/19	@ Baylor		Dev-Red, Dev-White, Dev-Grey	Mon., Nov. 14 th
Ensworth Aquatics Holiday Classic	12/2-4	Nashville, TN	OPEN Prelims/Finals	Upper School, SR, JR, AG	Mon., Nov. 14 th
**Speedo Winter Junior National Championships-EAST	12/7-10	Greensboro, NC	Qualifying Time Standards	Selected Upper School, SR	
Jingle Bell Classic	12/11	Dalton, GA	OPEN	Dev-Red, Dev-White, Dev-Grey ONLY	Thurs., Nov. 17 th
TNAQ January Invitational	1/6-8/23	Knoxville, TN	OPEN	Upper School, SR, JR, AG	Thurs., Dec. 15 th
**TYR Pro Swim Series at Knoxville	1/11-14/23	Knoxville, TN	Qualifying Time Standards	Selected Upper School, SR	
MCC January Invitational	1/14-15/23	McCallie School		Dev-Red, Dev-White, Dev-Grey	Thurs., Dec. 15 th
**SES Region 2 Championships <i>Baylor Swim Club Hosted Meet</i>	2/17-19/23	@ Baylor	OPEN	Upper School, SR, JR, AG, Dev (Red, White, Grey)	Thurs., Jan. 26 th
**NCSA Junior National Championships	3/14-18	Orlando, FL	Qualifying Time Standards (This will NOT be Team Travel)	Selected Upper School, SR	

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.**