



# **ROTHERHAM METRO**

## **NEW MEMBERS WELCOME PACK & CLUB RULES**

A member's guide to the world of competitive swimming.



# ROTHERHAM METRO

## NEW MEMBERS WELCOME PACK

Dear Parent/Guardian

Hello and on behalf of the committee and all club members I would like to welcome you to Rotherham Metro Swimming Club.

Our aim is to be the club of choice for young swimmers in the Rotherham area who are interested in becoming involved in competitive swimming. We are a competitive club and as such we encourage our young athletes to participate in competitive swimming suitable for their ability with varying levels of competition available to our members.

Swimming is however a long-term commitment and it takes many years for young swimmers to develop all the necessary skills. It is important to remain supportive and patient and this will enable your child to reach their full potential in the pool. We aim to provide opportunities for young swimmers to develop these required technical, physical and personal skills and our squad structure facilitates their progression with the ultimate achievement for those with the necessary ability, commitment and work ethic in being selected to train in 'A squad', which currently has members who compete at National level.

The world of competitive swimming can be a little daunting to the newcomer and so your child's coach can provide valuable advice about when your child is ready to compete and which galas are suitable. On other matters liaison officers, committee members and I will always be happy to offer any help and advice we can. It is also worth keeping an eye on our notice boards for gala information and news of other club activities.

Welcome once again and I hope your time with the club is an enjoyable and successful one.

Regards

Richard Jackson

Rotherham Metro Chairman

20 April 2018

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## **Thinking of Joining?**

### **Trials for the Club**

You may have been invited to the club based on current achievements. Trials are also held by prior arrangement on a Sunday morning at Maltby pool at 9am for those swimmers not presently known to the club. Please enquire before attending.

Contact James Guy by email [jamesguy@blueyonder.co.uk](mailto:jamesguy@blueyonder.co.uk)

## **WHO'S WHO?**

### **COMMITTEE POSITIONS**

<b>CLUB CHAIRMAN</b>	Richard Jackson	Responsible for interpretations relating to Club rules and ensuring the management positions are being carried out in accordance with the constitution.
<b>SECRETARY</b>	Sally McGrother	Responsible for taking minutes at Management Committee Meetings, dealing with all correspondence and preparing the agenda for meetings, including the Annual General Meeting.
<b>TREASURER</b>	Lisa Empson	Responsible for Ensuring all Club monies are correctly accounted for and are regularly paid into the bank. Advising the Management Committee on all financial matters and ensuring that the accounts are correctly audited and presented at the Annual General Meeting.
<b>COMPETITION SECRETARY</b>	Steven Empson	Responsible for organising all entries into Championship events on behalf of the swimming members of the Club i.e. Sheffield & District Swim England, Yorkshire Swim England, North Eastern Counties Swim England and all National Championships.
<b>SWIMMING SECRETARY</b>	James Fisher	Responsible for coordinating the Club's swimming events (other than the Club's major OPEN swimming events)
<b>CLUB SHOP &amp; KIT SECRETARY</b>	Louise Smith	Responsible for the Club shop and stock.
<b>FUND RAISING SECRETARY</b>	Joanne Russell	Responsible for promoting fund raising activities through the year and for all Club social activities.
<b>EDUCATION SECRETARY</b>	Susan Keens	Responsible for arranging regular courses for Club members to ensure that the Club has sufficient officials to meet its requirements. The appointment of all Club Officials for events organised by the Club
<b>MEMBERSHIP SECRETARY</b>	Angela Wood	Responsible for maintaining records of receipts of membership fees and liaison with Club Treasurer for banking of any fees collected, Maintaining Swim England registration records for all registered members,
<b>OPEN GALA SECRETARY</b>	Gary Zlobinski	Responsible for coordinating the Club's OPEN swimming events.

<b>PUBLIC RELATIONS OFFICER</b>	Louise Fisher	Responsible for all official Club press and media releases.
<b>WELFARE OFFICER</b>	Neil Thorman	Responsible for all matters relating to swimmers' welfare and ensuring the club meets the Swim England Child Protection Policy.
<b>MASTERS SECRETARY</b>	Gina Gavelle	Responsible for coordinating the Club's Masters events.

#### **LIAISON OFFICERS:**

<b>Maltby:</b>	Kevin Smith	kevinsmith49@hotmail.co.uk
<b>Aston:</b>	Gina Gavelle	jogavelle@yahoo.co.uk
<b>Wath:</b>	Pamela Dewsnap	p.dewsnap@btinternet.com
<b>Junior Masters/Masters:</b>	Gina Gavelle	jogavelle@yahoo.co.uk

- Duties:**
- Providing information to swimmers and their parents regarding galas, social events, fundraising etc.
  - Taking entries and payment for galas and passing to relevant gala secretaries
  - Providing information and membership details to new starters
  - Collecting payment for annual Swim England membership
  - Collecting kit orders and passing to kit secretary

#### **COACHES**

Head Coach	Alan Kirton	
A Squad	Alan Kirton	Maltby
A2 Squad	James Kirton	Maltby
B Squad	Claire Snee	Wath
B Squad	Sally McGrother	Aston
C Squad	James Guy	Wath
C Squad	Phillip Turnor	Aston
D Squad	James Guy	Wath
D Squad	Phillip Turnor	Aston

## **SQUADS, VENUES and TIMES**

<b>A squad</b>	11.5hrs Swim 2hrs Land	Mondays 7-9pm Tuesdays 6-7 pm (land training) 7.30-9pm (swim) Wednesdays 6-8pm Thursdays 7-9pm Fridays 6-8pm Sundays 9-10am (land training) 10-12 noon (swim)
<b>A2 squad</b>	8hrs Swim 1hr Land	Mondays 7-9pm Wednesdays 6-8pm Fridays 6-8pm Sundays 9-10am (land training) 10-12 noon (swim)
<b>B squad Wath</b>	8hrs Swim	Tuesdays 7-9pm Wednesdays 7-9pm Fridays 7-9pm Sunday 7-9am (Maltby)
<b>B squad Aston</b>	8hrs Swim	Tuesdays 7-9pm Thursdays 7-9pm Saturdays 7.30-9.30am Sunday 7-9am (Maltby)
<b>C squad Wath</b>	4hrs 45m Swim	Tuesdays 7.45-9pm Wednesdays 7.45-9pm Fridays 7.45-9pm Sunday 9-10am (Maltby)
<b>C squad Aston</b>	4hrs 45m Swim	Tuesdays 7.45-9pm Thursdays 7.45-9pm Saturdays 7.30-8.45am Sunday 9-10am (Maltby)
<b>D squad Wath</b>	3hrs 15m Swim	Tuesdays 7-7.45pm Wednesdays 7-7.45pm Fridays 7-7.45pm Sunday 9-10am (Maltby)
<b>D squad Aston</b>	3hrs 15m Swim	Tuesdays 7-7.45pm Thursdays 7-7.45pm Saturdays 8.45-9.30am Sunday 9-10am (Maltby)
<b>Junior Masters</b>	8hrs Swim	Mondays 7-9pm (Rotherham) Thursdays 7-9pm (Maltby) Fridays 7-9pm (Rotherham) Sunday 7-9am (Maltby)
<b>Masters</b>	8hrs Swim	Mondays 7-9pm (Rotherham) Fridays 7-9pm (Rotherham) Sunday 7-9am (Maltby)

## **SQUAD FEES**

Please check notice board or with liaison officers.

## **SWIM ENGLAND (formerly ASA) FEES**

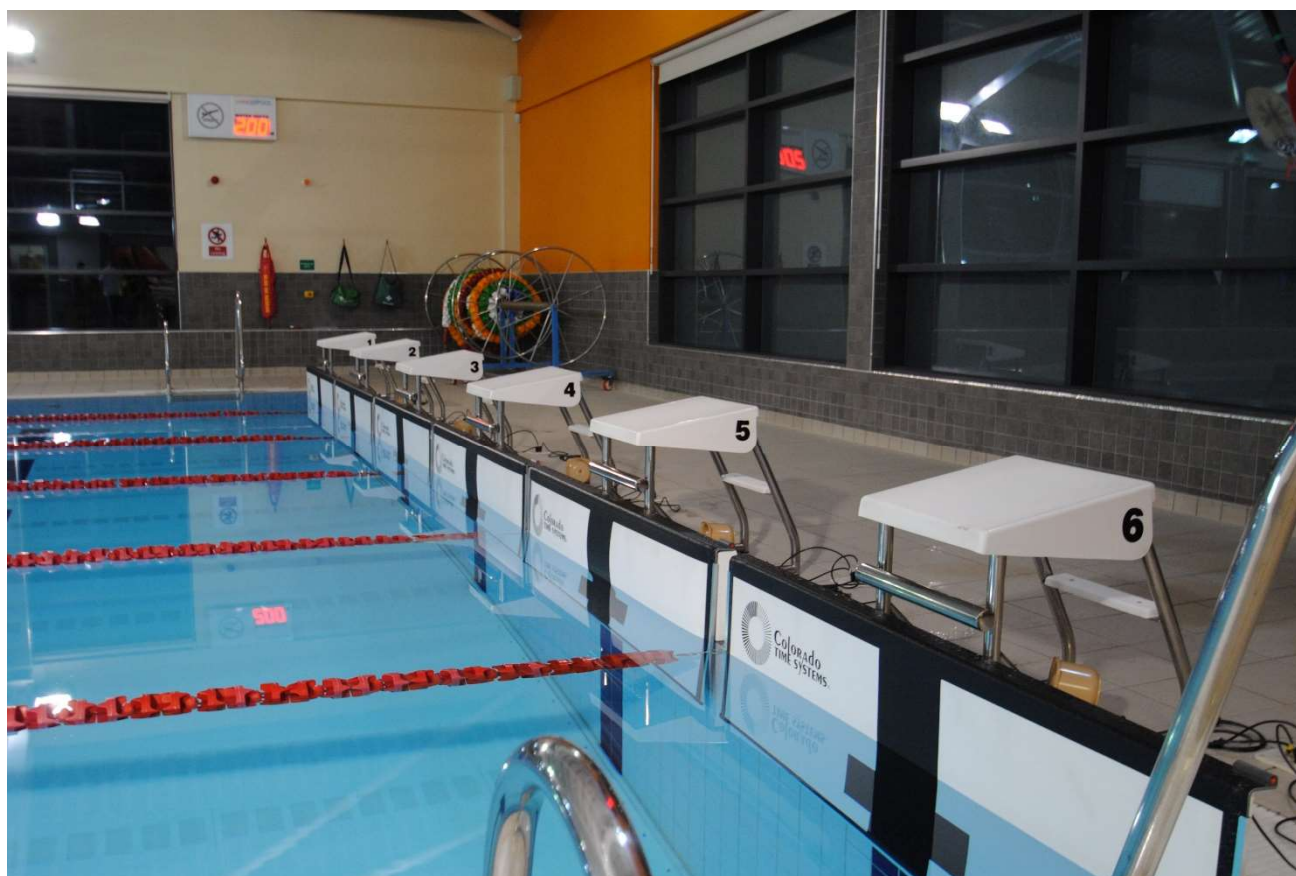
Please check notice board or with liaison officers



## TRAINING

Parents and swimmers must remember that this is a competitive swimming club. Rotherham Metro have secured some of the best training times available in the region and these have been specially structured to get the best out of every swimmer.

- All swimmers are expected to attend every session available to them. If, for any reason, you are unable to attend you must let your coach know.
- Swimmers are expected to make their best efforts during training sessions.
- Parents are discouraged from giving their children feedback during training sessions. This can confuse the children and be counterproductive. The coach is available to discuss progress after the sessions and parents are encouraged to develop a contact with the coach.



## **EQUIPMENT**

<b>Training equipment needed</b>	Mesh bag Fins Pullbouy Kickboard Water bottle Goggles + spare Costume/trunks + spare Swimming cap
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Items can be acquired from various sports shops and websites such as: Swimshop, Simply Swim or Allens of Kingsbury.

### **Gala equipment**

#### **Goggles (two pairs)**

Goggles do break. Last minute borrowed goggles may leak or fall off.

#### **Club Hat (x2)**

Hats tear so don't rely on being able to borrow one. The Club Hat will help the coach spot you in a race and is a requirement when entering galas.

The club has standard hats, long hair hats and also specific racing hats.

#### **Club shirt / polo shirt or T. shirt (at least 1)**

Wet bodies get cold even in the warm atmosphere of a swimming pool. Injuries to muscles are much more likely if you have cool or cold muscles.



#### **Poolside shoes**

Flip flops or clean trainers 1 pair Keeping your feet dry and warm will also help to keep the muscles in your legs warm. Feet can get cold on wet poolside tiles – foot cramp in the middle of a race is very uncomfortable. Never leave poolside bare foot.

#### **Towels 2 at least – or 1 conventional towel and 1 swim leather**

Drying off after warm up and 1 or 2 events makes for a very wet towel. Another nice dry one for your final dry off before putting your clothes on prevents you getting cold.

#### **Costumes/Trunks 2 at least**

Ideally you should dry off after the warm up and each event and change in to a dry costume rather than sit around in wet swimwear. Always have a spare in case one is uncomfortable. Trunks have a nasty habit of the tie going just at a critical time.

#### **Water bottle 1 at least Filled with weak juice or water**

keep sipping so that you don't dehydrate.

#### **Swim Bag**

Keep all of your belongings in your bag. Don't leave your hat and goggles lying around – there is nothing worse than finding them missing just before you go to swim.

#### **Snacks**

Bananas, dried fruit, jelly, raisins, sandwich When you are on poolside all day you need to refuel with small snacks between races.



## **GALA INFORMATION - Guide to Competitions**

<b>Time Trials</b>	These are not galas as such, but they are important for the swimmers as they give them experience of gala procedures. Times gained at these galas are used to give the swimmer, their parents and the coaches an idea of how they are doing and get them an up to date time which may be used for team gala selection and entry into some low level galas. Badges can be gained at the time trials themselves and the times can count towards end of year awards. Swimmers must have swum in three out of four time trials to be eligible for an award.
<b>Graded Meets</b>	Usually A/B or B/C graded meets. These meets are designed to ensure that individual swimmers within a specified age group have the opportunity to swim against others of a similar capability. These meets will have cut off times to ensure that a swimmer's entry time is within the required range. On the day, some of these meets allow for a swimmer to be up to 2 seconds faster than the cut off time. B/C graded galas are designed to give swimmers who have not had much experience of galas previously, a supported introduction to the competition circuit.
<b>Open Meets</b>	These are competitions that are open to all who meet the promoter's conditions. They may have qualifying times.
<b>Levels of Meets</b>	There are four levels of meet each one being more suitable for swimmers of differing abilities:
<b>Level 1 meets</b>	These take place only in a 50 metre pool (long course) and times gained can be used to qualify for National, North East Region & Yorkshire Championships.
<b>Level 2 meets</b>	These take place only in a 25 metre pool (short course) and times again can be used for National, North East Region & Yorkshire Championships. Both Level 1 & 2 meets have minimum qualifying times that must have been achieved in the prior 12 months.
<b>Level 3 meets</b>	These can be either long or short course and times achieved here can be used to enter North East Region and Yorkshire Championships as well as Level 1 & 2 meets. Level 3 meets often have 'not faster than' times as opposed to minimum entry standards.
<b>Level 4 meets</b>	These can take place in any size pool (minimum 25 metres) and are competitions that only one club enter, i.e. Club Championships, Time Trials. Times gained here can be used to enter Yorkshire Championships and Level 3 meets.
<b>Yorkshire County Championships</b> - Entry is restricted to swimmers from affiliated clubs who have achieved the qualifying time at a licensed meet during the last 12 month period. Individual swimmers that have "Yorkshire Times" should ensure they are available to attend these meets. Swimmers may be asked to represent the Club as part of a team at these Championships.	
<b>North Eastern Region Championships</b> - Entry is restricted to swimmers from affiliated clubs who have achieved the qualifying time at a licensed meet during the last 12 month period. Individual swimmers that have "North Eastern Times" should ensure they are available to attend these meets. Swimmers may be asked to represent the Club as part of a team at these Championships.	
<b>Inter Club Meets e.g. Barnsley Minors League</b> – These galas are designed for swimmers to gain experience both individually and within team relays. They involve all age groups from 9/10yrs to Open age groups. Swimmers are selected on times achieved in recent galas and time trials. It is important that if you are selected but cannot swim that you let your liaison officer or	

coach know asap so a replacement can be found. There is no entry fee for the swimmers. These galas encourage team spirit and are good fun.

## **GALA GUIDE**

- Keep a record of gala entries i.e. events entered and dates/times of galas.
- Keep a record of results and personal best (PB) times. Results and swimmer's personal bests can be found on the Swim England website [www.swimmingresults.org](http://www.swimmingresults.org) There is also a link to find out the child's PB on [www.swimmingresults.org/individualrankings](http://www.swimmingresults.org/individualrankings)
- Fill in gala entry forms correctly (Link to gala entry form)
- Keep a note of Swim England number
- Check Draft programme (if available) for any errors and let liaison officers know asap if there are any. Draft programmes are usually available on individual club websites i.e. Rotherham Metro Gala see Rotherham Metro website. Please note that not all clubs provide a draft programme but it is your responsibility to check that your child has been correctly entered if this information is available.
- Swimmers should be on poolside and report to a team manager 15mins before warm up starts
- If swimmers are unable to attend a gala then all attempts possible should be made to inform the coach and/or team managers who are to be on poolside asap. Withdrawals need to be made by Team Managers prior to warm up.

### **Time Conversions**

Some meets require times achieved in a 25m (short course) pool and others in a 50m (long course) pool. There are tools available to convert between the two, in the event that the swimmer has only the "wrong" type of time. Traditional comparative performance tables are accessible on the British Swimming website. There are also online conversion tools at <http://www.pullbuoy.co.uk/> and [swimmingworldmagazine.com](http://swimmingworldmagazine.com), although their results do vary and should be taken as a guide only. Always check with your coach.

Information Pack for Swim Meets.

### **WHICH COMPETITIONS TO ENTER?**

There is a competition calendar on the notice board at Maltby. The meets swimmers should attend depend on age and their ability to achieve the qualifying standard for the particular meets.

- 9-14yrs Boys and 9-14yrs girls are classed as Age Group.
- 15yrs+ Boys and 15yrs+ girls are classed as Youth/Senior.
- Most competitions run as age on day, which means the age of the swimmer on the last day of the swim meet.

There are two different types of meet entry time descriptions; qualifying times and cut off times.

- Qualifying times mean the swimmer must be faster than the noted times.
- Cut off times mean the swimmer must be no faster than the designated times.

Most gala's take a long time with early starts and often late finishes. There are some gala's, however, that are only half day events. Some galas are over two long days and

you may want to consider carefully events you enter the children in if you don't want to spend the entire weekend inside a swimming pool. Perhaps one full day or two half days would be sufficient.

Current Swim England guidelines within the Long Term Athlete Development programme recommend that swimmers aged 9-15 should NOT enter more than 12 meets per year.

**COACH:** It is important before entering swimming meets to speak with the coaches, as they will be able to guide you on which events would be most beneficial to enter. The coach is knowledgeable about every swimmer's strengths/weaknesses and the specific target for each meet.

**ENTRY FORMS:** When coach, swimmer, parents/guardians have agreed upon which events a child is to enter, an entry form must be filled in and returned to the Competition Secretary with the required amount of money/ cheques (cheques made payable to Rotherham Metro ). If an entry is made without payment or an Swim England number it will NOT be accepted. Each Gala will have a club closing date. Entries received after the closing date will not be accepted.

**WITHDRAWALS:** It is unfortunate, but sometimes circumstances dictate that a swimmer has to be withdrawn from a meet. If this situation happens, it is important that the Competition Secretary or a coach is informed prior to the meet, they will advise you accordingly. Failure to do so may result in a fine to the club or parents/ guardians responsible (depending on the particular competition). Swimmers should be encouraged to swim every event they enter and should only be withdrawn after consultation with the coach. If your child is ill on the day of the Gala it is important that you contact the Coach/Team manager to let them know so that they can be withdrawn.

**RESERVE FINALISTS:**

Swimmers who achieve reserve places in competition must inform team managers /coaching staff if they do not intend on waiting to see if any current finalists withdraw.

**TEAM KIT:** Preferably METRO swimmers if choosing to wear a cap, should wear a METRO swimming cap. A METRO T-shirt or sweatshirt should also be worn at meets to make swimmers easily identifiable if you have them.

**DATES AND LOCATION:**

It is important to make sure you have all the information correct: a. What the date of the meet is! b. Where the swimming meet is to be held and available parking facilities. c. Where are the coach and team members going to meet and at what time? d. Who will be on poolside to guide swimmers through the day's events? e. Check the time you are expected to be on poolside ready for warm up (Usually 15mins before warm up starts).

**PREPERATION:** Please make sure your child has all the required items with them in kit bags: See EQUIPMENT FOR GALAS.

***Please read the 'Nutritional Advice' provided at the end of this document.***

a. ALL CLOTHES and PERSONAL ITEMS SHOULD HAVE NAME TAGS ATTACHED and ARE THE RESPONSIBILITY OF THE OWNER!

b. It is essential swimmers have plenty of drinks available to them on poolside! Also they have plenty of food kept in cool lunch boxes on poolside. High carbohydrates/low

fat snacks, pasta, sandwiches, a banana, dried fruit, oat/plain wholemeal biscuits, rice (NOT sweets). These are all examples of foods that release energy slowly.

c. If the interval between races is only 30 minutes: The swimmer should drink only fluids/juice or a sport drink.

d. If the interval between races is between 1 to 2 hours: The swimmer should have a small high carbohydrate/low fat meal.

e. If the rest period between races is longer than 2 hours: then the swimmer should have substantial meal but no less than 2 hours before the next race to allow digestion.

f. Get the children to take things to entertain themselves, magazines and puzzle books are the safest as expensive equipment can get lost or wet.

For spectators it can get unbearably hot in some pools e.g. Ponds Forge and summer clothes and sandals are recommended all year round. Take plenty to drink.

### **ALL SWIMMERS MUST RESPECT POOLSIDE RULES.**

Inform team managers if you need to leave poolside for any reason during a session (toilet, etc) Parents/Guardians should encourage swimmers to remain on poolside rather than sitting in the spectator area, as it is important to build a strong team atmosphere. Swimmers should also be encouraged to show support to other teammates during their races. Swimmers should always show high levels of good behavior as representatives of ROTHERHAM METRO and be respectful to coaching staff/ team managers.

### **SWIMMERS SHOULD:**

LISTEN to instructions from the coach, who is there to help you achieve your goals/targets.

TALK to the coach before going to the marshalling area, prior to the race.

PREPARE your muscles before the race; this will help reduce the chance of injury.

DISCUSS your performance with the coach after every race.

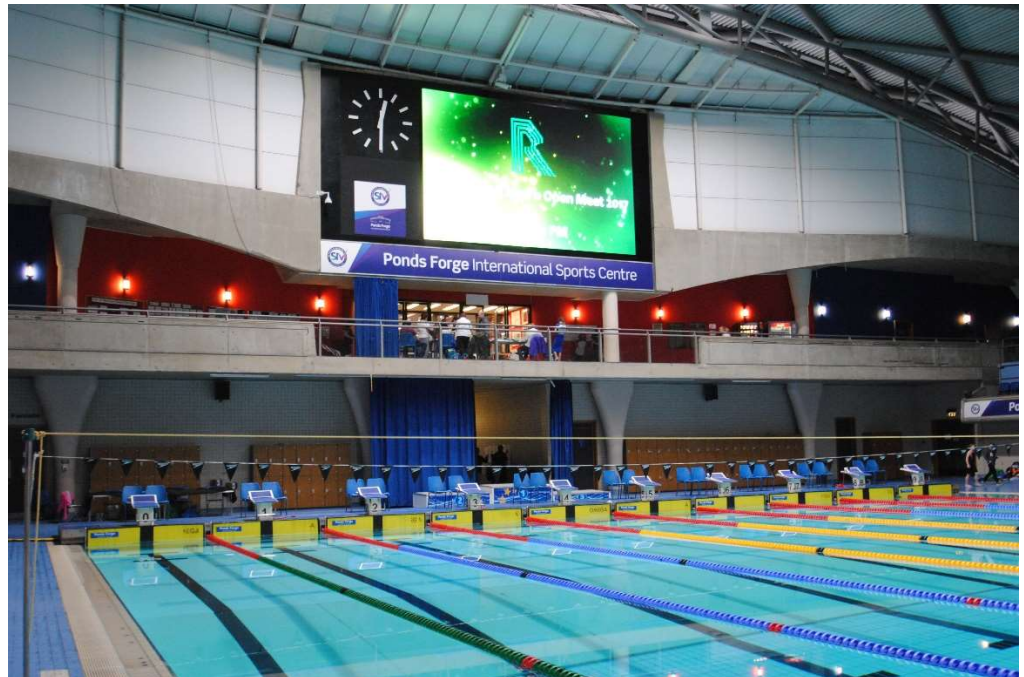
### **REMEMBER TO SWIM DOWN!**

- A snack bar should be eaten as soon as possible after the race to start the process of replenishing the energy stores within the muscles.
- It is important to swim down after your race in order to reduce the levels of lactate that are in the muscles. A well - structured correctly performed swim down should help the swimmer to maintain performance levels throughout the swim meet.
- Once swim down is complete it is important that swimmers dry themselves thoroughly and wear dry clothing to keep the muscles warm.
- Now you need to have the appropriate drink and snack for the time available before your next race. CHECK WHEN YOUR NEXT EVENT IS!

### **PARENTS MUST REMEMBER**

Parents should refrain from giving any technical feedback or performance criticism to their child; this is counter productive and it is the responsibility of the swimmer's

qualified coach to deliver any guidance required on areas for improvement. It is important that swimmers experience no confusion as to whom they should be listening to with regard to race performances. Praising your child for a good performance is always welcome.





## SOCIAL EVENTS

### Awards Night



The club has an annual awards night where swimmers and parents gather to celebrate and recognise the achievements of all our club swimmers throughout the year. This is usually between Christmas and New Year. Speak to your liaison officer if in doubt.

Keep an eye on the **notice boards** for details of social and fund-raising events which may take place throughout the year.

## SWIM CAMPS

Rotherham Metro are proud to provide Training Camp opportunities to specially selected swimmers. These are a fantastic opportunity for swimmers to gain an intense training experience whilst away from the usual distractions. If you are amongst our top trainers you may well receive an invite.



## VOLUNTEERING OPPORTUNITIES

Parents/carers are encouraged to become a part of the club by undertaking volunteer roles. There are numerous opportunities to help out, be it helping at a time trial or gala or being a committee member.

Parent volunteers, at major events, will need to be ASA/Swim England members for which there is a small charge. Please speak to our Membership Secretary for further information.

Anyone who is interested please speak to your liaison officer. It's a great way to support your young swimmer and could even be more fun than you think!



## NUTRITIONAL ADVICE

A swimmer's basic nutritional requirements consist of:

- Carbohydrate
- Protein
- Fat
- Vitamins
- Minerals
- Water

**Carbohydrates:** Carbohydrates are the main fuel source for swimmers. There are two types of carbohydrates:

**Complex carbohydrates** – present in starchy foods like potatoes, brown rice, wholegrain cereals, bread and pasta. These foods slowly release energy as the body takes longer to break down this type of carbohydrate.

**Simple carbohydrates** – these are broken down quickly by the body to be used as energy. One simple sugar that is good for snacking or eating straight after training or during competition, is fructose which is found in fruit.

The majority of carbohydrate intake should come from complex carbohydrates and naturally occurring sugars rather than processed or refined sugars.

**Protein & Calcium:** Training increases the need for protein and calcium which builds and repairs muscles, produces hormones, supports the immune system and replaces red blood cells. A swimmer should have protein every day, young athletes have a much greater requirement for protein and calcium compared to inactive youngsters. Drink a pint of milk or half a pint and one or two yoghurts.

**Fat:** Fat is used by the body for energy but it takes a lot longer than carbohydrate to break down. Fat helps control our feeling of fullness after eating; it stores our fat-soluble vitamins (A,D,E and K), and delivers our essential fatty acids. We need it, but not too much of it.

**Water:** Staying hydrated is vitally important, yet many swimmers fail to drink enough, risking their performance and their health. It may seem that you are not sweating while you are swimming because the water keeps you cool, but you are. It is essential that swimmers stay well hydrated throughout every day, and drink before training or competition. You should bring plenty of drinks to training – water or weak cordial is fine.

You should drink constantly between sets. Lots of small sips are best because when you are exercising your stomach can only let through a restricted amount of fluid because your blood has been diverted away to feed your working muscles. Never wait to get thirsty; this means you are already dehydrated.

### Summary

It is not difficult to provide swimmers with the right things to eat and drink. In essence they should be eating a varied diet with the emphasis on good carbohydrate (pasta, rice, bread), some protein (fish, chicken, turkey etc), dairy products for calcium (milk, yoghurt), plenty of fruit and vegetables, and limited fat. Junk food should be avoided or only allowed as an occasional treat. Drinks should be plentiful.



ROTHERHAM METRO wish all swimmers the very best.

# Thank you!