



# INFORMATION PACK

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## 1. WELCOME

1.1 Welcome to Locks Heath Swim Squad (LHSS). This information pack is designed to provide details of all aspects of LHSS.

1.2 LHSS is a small, friendly swimming club affiliated with Hampshire County Amateur Swimming Association and South East Region Amateur Swimming Association

1.3 Lynda Reid is the Head Coach and manager of the organisation.

## 2. OBJECTIVE

2.1 The primary objectives of the Club are to introduce young talented swimmers to competitive swimming and provide a structured training and competition programme to allow every swimmer to reach their full potential.

## 3. SQUAD STRUCTURE

3.1 LHSS consists of four training squads catering for approximately 50 swimmers aged between 7-14 years.

3.2 Below is the weekly training programme.

TIME	MON	TUE	WED	THU	FRI	SAT	SUN
0545			0545-0715 GOLD				
0600							
0615							
0630							
0645							
0700							
1700					1700-1800 BRONZE and BRONZE +		
1715							
1730							
1745							
1800		1800-1915 SILVER	1800-1900 BRONZE and BRONZE +		1800-1915 SILVER	1800-1930 GOLD @ EASTLEIGH	1800-1900 BRONZE + EASTLEIGH
1815							
1830					1830-1905 GOLD Land (Summer)		
1845							
1900							
1915							
1930	1930-2100 GOLD @ HOLLY HILL				1915-2045 GOLD	1925-2000 SILVER Land (Summer)	
1945							
2000							
2015							
2030							
2045							

  

SQUAD	Sessions	POOL	LAND
BRONZE	2	2Hrs	0
BRONZE +	3	3 Hrs	0
SILVER	3	4Hrs	35 Mins
GOLD	4	6Hrs	35 Mins

During school holidays and competition weekends changes to training will be communicated prior to the event via email and Facebook.

## **4. TRAINING LOCATIONS**

4.1 LHSS's training locations are:

- Locks Heath Junior School, Warsash Road, Locks Heath SO31 9NZ (17m pool)
- Holly Hill Leisure Centre, Barnes Lane, Sarisbury Green, SO31 7BH (25m pool)
- Eastleigh Leisure Centre, Passfield Avenue, Eastleigh SO50 9NL (25m pool)

## **5. LAND TRAINING**

5.1 Land training takes place outdoors at Locks Heath Junior School on Friday evenings for Gold and Silver Squads, normally between April and October when the weather is suitable and the evenings are light.

5.2 Swimmers are to be appropriately dressed for exercise wearing clothing that will enable free movement, protect the individual and will not easily catch on obstacles. Clothing should be visibly suitable and comfortable; i.e. shorts / joggers / leggings / t-shirt / sweatshirt / trainers. Note, a child may be asked to 'sit out' should it be considered they are not suitably dressed.

5.3 All personal electronic devices brought to training such as mobile phones are to be left in the changing rooms

5.4 Training cancellations due to, for instance, bad weather will be communicated via email and Facebook.

## **6. TIME TRIALS**

6.1 Time Trials are held at Locks Heath and Eastleigh dependant on which squad your child is in. Details of dates /times will be communicated by email and Facebook and will be on the notice board at LH pool.

6.2 Internal Time Trials enables swimmers to take part in a range of events and to track their progress. Time Trials are held approximately every six weeks.

6.3 Time Trials results are posted in two locations: - on the web at <http://www.locksheathswimsquad.co.uk/time-trials/> and on the notice board at Locks Heath pool.

## **7. COMPETITIONS**

7.1 LHSS swimmers compete at Fun Galas, Junior Galas, Novice Leagues, Open Meets, County Championships and South East Regional Championships.

7.2 Swimmers enter competitions relevant to their age and ability as guided by the Head Coach.

7.3 When selected for a competition swimmers will receive a form to complete and return. Forms and payment must be returned by the closing date stated otherwise the swimmer may be rejected.

7.4 Competition entries should be paid by bank transfer, where possible to the following account:

- Account Number: **60448036**, Sort Code: **20-30-89**

## **8. TEAM KIT**

8.1 LHSS has a range of team clothing and accessories. Order forms will be distributed approximately three times a year. Payment must be received with order.

8.2 It is mandatory that swimmers wear LHSS swim hat during training at Holly Hill LC, competition warm-ups and races.

8.3 Swimmers are to wear LHSS team clothing on poolside at competitions and in all team photos.

8.4 Swimmers who qualify to swim at the Hampshire County Championships are entitled to and encouraged to purchase a special LHSS County Championship swimming hat.

## **9. SWIM SHOP**

9.1 LHSS holds a limited stock of goggles at LH pool. For other items the Club has an agreement with the supplier PROSWIMWEAR who are able to supply most items at a reasonable cost. The link to PROSWIMWEAR is at [www.locksheathswimsquad.co.uk](http://www.locksheathswimsquad.co.uk)

## **10. WARM WEATHER TRAINING CAMP**

10.1 In previous years Warm Weather Training Camps have been organised at Club La Santa, Lanzarote. Training Camps are primary aimed at elite swimmers with the ability and fitness level to endure extensive training. Swimmers are selected based on age, ability and attitude. This costly event is normally offset through Fundraising during the year.

## **11. COMMUNICATIONS**

11.1 On completion and return of membership forms and fees parents/guardians will be sent a link enabling them to join the Group email.

11.2 LHSS has a 'closed' Facebook group – please search for 'Locks Heath Swim Squad'

11.3 LHSS website is [www.locksheathswimsquad.co.uk](http://www.locksheathswimsquad.co.uk)

Important information is also replicated on the notice board at LH pool.

## **12. CHANGES TO TRAINING**

12.1 Changes to regular training will be made during school holidays and sometimes on competition weekends. Details of the changes will be sent in good time via email, posted on Facebook and displayed on the notice board at Locks Heath pool.

12.2 Any last minute changes to training due to unforeseen circumstances will be communicated as early as possible via email and Facebook.

## **13. ANNUAL MEMBERSHIP AND SQUAD FEES**

13.1 Annual membership covers Amateur Swimming Association (ASA) registration, affiliation fees and insurance. Please note, annual membership is reduced by 50% for swimmers joining after 1 Oct.

13.2 Squad fees are reviewed annually with any rise usually implemented in March.

13.3 There is no reduction in fees if a swimmer cannot make any sessions.

## **14. PAYMENTS**

14.1 Annual membership must be paid by 28<sup>th</sup> February.

14.3 Annual membership and squad fees are paid into the following account:

- Account: **41395181**, Sort Code: **40-21-03**

14.4 Competition entries, team kit, social events and other day to day payments are to be paid into the following account stating the reference provided:

- Account Number: **60448036**, Sort Code: **20-30-89**

## **15. HELPERS/VOLUNTEERS**

15.1 LHSS relies on helpers and volunteers to assist with the smooth running of the club. Roles are usually filled by current or past LHSS family members or ex swimmers. If you are interested in helping please contact Lynda in the first instance.

Positions include:

- Qualified Officials
- Timekeepers for Time Trials
- Press Release Officer
- Land Training Instructors
- Fundraising activity leader

## **16. FUNDRAISING**

16.1 LHSS swimmers and parents engage in fundraising to aid with the general running of the club as well as specific events such as training camps. We are always looking for ways to raise funds and welcome ideas and participation by all.

Currently fundraising includes:

- Bag Packing
- Cake Sales
- Raffles
- Social Events
- Stalls at School Fairs
- Collecting items for "Cash for Clothes"

## **17. PRESS**

17.1 Competition results, achievements and other reports are sent to the local press in order to promote LHSS and reward swimmers for their achievements. This positive PR is also needed to assist the Club maintain its member numbers.

## **18. SOCIAL EVENTS**

18.1 LHSS is a team and like any good team bonding is an essential element. Social events for LHSS swimmers and their families are organised throughout the year and normally take place (but not limited to) Easter, Summer and Christmas.

## **19. DOCUMENTS AND POLICIES**

19.1 Club Constitution, Code of Conduct, Health & Safety Policy and Inclusion Policy amongst other relevant documents will be emailed to every new member. Copies of these and other policy documents are available to view [www.locksheathswimsquad.co.uk/lhss-documents/](http://www.locksheathswimsquad.co.uk/lhss-documents/)

## **20. EXTRA TRAINING**

20.1 Some of the elite LHSS swimmers may benefit from extra training session(s). If the Head Coach believes a swimmer has exhausted the training programme at LHSS, the Head Coach may arrange and offer extra training with one of the local clubs we have an agreement with.

Extra training must be arranged with the consent of the Head Coach.

Extra training will usually act as a transition phase between the two clubs and the time scale will be discussed between parents/guardian and Head Coach.

## **21. FURTHERING SWIM CAREER**

21.1 At the age of 14 years LHSS swimmers will usually be considered ready to move to a larger club should they wish to continue their swimming career.

It is the Head Coach's responsibility to meet with the parents of swimmers to discuss plans for the future including transfer date.

## **22. GLOSSARY OF SWIMMING TERMS**

**ASA:** Amateur Swimming Association, the governing body of British Swimming.

**CLOSING DATE:** The last date when entries into a competition must be received by LHSS in order to send to the Meet Organiser.

**CLUB CHAMPIONSHIPS:** A swimming competition open to all members of the club regardless of age or experience.

**BLOCKS:** The starting platforms which are located behind each lane.

**DNC:** Did not compete.

**FLAGS:** The flags are suspended across the pool 5 metres from each end and are to assist Backstroke swimmers determine when to turn or finish.

**GALA:** A team competition where the swimmer in each race accumulates points for their club.

**HEATS:** Events are split into heats based on entry times.

**IM:** Individual Medley. The swimmer uses all four strokes in the order; Butterfly, Backstroke, Breaststroke, Frontcrawl.

**OFFICIAL:** Qualified timekeeper, judge, starter or referee on poolside who monitor the swimmers to ensure a fair competition for all.

**OPEN MEET:** A competition open to all clubs where swimmers compete individually in their chosen events under the umbrella of their club.

**QUALIFYING TIMES:** Times published necessary to enter competitions – can be Upper and /or Lower QT's.

**SPLITS:** Times recorded every 25 or 50 metres depending on the event and are used to determine if the swimmer is swimming at the correct pace.

**STARTING BLOCKS:** Starting platforms which are located behind each lane.

**WHIPPING AREA:** A room, or area, on for swimmers to gather before they are marshalled to their race.