



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 Swim England South East Region.

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

2. OBJECTIVE

2.1 The primary objective of LHSS is 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 six training squads catering for approximately 50 swimmers aged 8-16 years.

3.2 The weekly training programme is available on the website.

3.3 Any changes to the weekly timetable are usually implemented in September and advertised well in advance.

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

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)

5. LAND TRAINING

5.1 Land training takes place at Locks Heath Junior School on Friday evenings for Gold and Silver Squads.

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 at the owner's risk.

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

6. TIME TRIALS

6.1 Time Trials are held at Holly Hill LC. Details of dates /times will be on the Fixture List on the website and posted on Facebook.

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 four- six weeks depending on training phase and competition.

6.3 Time Trials results are posted on the website.

7. COMPETITIONS

7.1 LHSS swimmers compete at Internal events, Fun Galas, Junior Galas, Novice Leagues, Open Meets and County Championships. The Fixture List is carefully planned to promote development and avoid over-training.

7.2 Swimmers who qualify for South East Regional Championships and British National Championships will likely be required to dual register, train and compete with our partner club PNSC. This will be arranged by Head Coach.

7.3 Swimmers enter competitions relevant to their age and ability as guided by the Head Coach. Swimmers should consult the Head Coach before entering any swim competition which the club is not attending.

7.4 There is a web page on our website containing a separate folder for each competition.

Each folder contains all the information for the competition.

Swimmers are “selected” for Galas and any swimmer satisfying the Promotors Conditions are eligible to enter Open Meets. All swimmers selected for galas are to complete the Entry Form to indicate availability. Forms and payment must be returned by the closing date.

7.5 Competition entries should be paid, with the reference given, by bank transfer to:

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. Swim hats are held in stock.

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 EQUIPMENT

9.1 LHSS holds a limited stock of goggles at LH pool. For other items I suggest looking at

www.proswimwear.co.uk

www.allensswimwear.co.uk

9.2 When swimmers are ready for their first race suit it is imperative to be “fitted”. www.swimstop.co.uk located in Waterlooville offer this service. There are often pop up shops at Open Meets who can also help. Race suit guidance document is available on the website.

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. The cost of this event is normally partially offset through Fundraising during the year.

11. COMMUNICATIONS

11.1 On completion and return of membership forms and fees parents/guardians will be added to the Group email. (You may need to check your junk inbox and create a rule). You will also be added to a Whats App broadcast list for the relevant squad group.

11.2 Please email lynda@locksheathswimsquad.co.uk if you have any questions or to report long term absence.

11.3 LHSS has a ‘closed’ Facebook and Instagram group – please search for ‘Locks Heath Swim Squad’

11.4 LHSS website holds a lot of important information www.locksheathswimsquad.co.uk please use this as your primary place to look for information on all aspects of LHSS.

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 displayed on the website and posted on Facebook.

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

13. ANNUAL MEMBERSHIP AND SQUAD FEES

13.1 Annual membership covers Swim England (SE) Registration, Affiliation Fees, and Insurance.

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.

13.4 Squad fees are calculated on an annual basis. Fees are amortised and take into consideration cancelled sessions and holiday periods. Fees must be paid every month of the year.

14. PAYMENTS

14.1 Annual membership must be paid by 31 Jan.

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:

- Swim England Qualified Technical Officials
- Press Release Officer
- Land Training Instructors
- Fundraising activity leader
- Event Organisers and Helpers

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/local social media pages in 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 at Easter, Summer, and Christmas.

19. DOCUMENTS AND POLICIES

19.1 Club Constitution, Code of Conduct, Health & Safety Policy and Inclusion Policy as well as other relevant policies documents are available to view 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 the required potential, attitude and family support the Head Coach may arrange and offer extra training with our partner club PNSC.

20.2 The pathway policy, as agreed by both clubs, is available on the website.

21. GLOSSARY OF SWIMMING TERMS

CLOSING DATE: The last date when entries and usually payment 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.

DNC: Did not compete.

DRILLS: Exercises focusing on a particular part of technique.

DQ: Disqualified – the performance is not counted as rule/s was breached. This varies depending on type of meet.

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

GO TIME: The time to swim and rest before they set off again.

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.

MEDLEY RELAY ORDER: Is Backstroke, Breaststroke, Butterfly, Frontcrawl.

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

PB: Personal Best (time).

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

SETS: Training sessions are split into different set.

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.

STREAMLING: A very important skill used off the wall on all strokes.

SWIM ENGLAND (SE): the governing body of Swimming in England.

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

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

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