

● Volunteer & Meet Support Policy

Purpose: Cedar Swim Club hosts multiple USA Swimming-sanctioned meets each year. These meets offset operating costs, keep dues affordable, support equipment and team development, and provide quality competition opportunities.

Annual Volunteer Requirement (Per Family):

Each family must complete the following number of volunteer shifts per year according to team:

- SR Elite - 8 Shifts
- Seniors - 8 Shifts
- High School Prep - 4 Shifts
- Age Group 1 - 6 Shifts
- Age Group 2 - 6 Shifts
- Age Group 3 - 4 Shifts
- Pre - Comp swimmers that participate in meets are required to volunteer for 2 shifts. All others are not required to volunteer; however, volunteering is welcome and encouraged.

A shift = one meet session (~3-4 hours).

Families with multiple swimmers are capped at shifts required for their highest level swimmer.

Volunteer Buy-Out / Unfulfilled Shift Fee:

- \$30 per session not completed.
- Unfulfilled shifts will be tracked by the club.
- Failure to volunteer may result in athletes' suspension from meets or registration hold.

Required Roles:

- Timing, hospitality, runner, set-up/tear-down.
- Training provided; no experience required.

Hardship & Exceptions:

- Requests must be submitted in writing (email).
- Exceptions for medical hardship, military deployment, verified family emergency.

Championship & Away Meet Volunteer Requirements:

- Volunteer shifts completed at Championship meets (including State Championships) or away meets do **NOT** count toward the annual shift requirement.
- Championship meets require Cedar Swim Club to provide a specific number of certified or assigned volunteers based on the number of swimmers qualified, as mandated by the governing LSC. These positions are separate from regular hosted meet volunteer requirements.
- Families of swimmers competing at Championship meets are required to assist with those mandatory assignments as needed. These assignments are considered part of

team participation responsibilities and are in addition to the annual hosted meet volunteer requirement.

● Insurance & Liability

Cedar Swim Club maintains:

- USA Swimming liability and excess accident insurance
- Club-specific liability coverage
- Compliance with facility insurance requirements (SUU Natatorium & Cedar City Aquatic Center)

Insurance applies only to:

- Registered USA Swimming members during team sanctioned events.
- Scheduled practices
- Sanctioned meets
- Official club activities

Insurance does NOT cover:

- Unsupervised facility use
- Open swim
- Privately arranged travel
- Non-sanctioned events

● Travel & Overnight Meet Policy

- Cedar Swim Club does NOT organize or supervise overnight travel.
- Families are responsible for transportation and lodging.
- Coaches do NOT assign hotel rooms
- Athletes may not stay in a coach's room.
- Club not responsible for supervision outside meet sessions.

● Facility & Emergency Safety Policy

Training Locations:

- Southern Utah University Natatorium
- Cedar City Aquatic Center

Facility Use & Pool Availability Statement: Cedar Swim Club does not own either training facility and operates through scheduled agreements with both locations. While we make every effort to provide consistent practice schedules, pool space availability is ultimately controlled by the facility operators.

Occasionally, practices may be modified, relocated, or canceled due to circumstances beyond the club's control, including facility maintenance, university events, mechanical issues, weather, or other operational needs.

CSC does not guarantee pool time. We appreciate our families' understanding and

flexibility when unforeseen closures or schedule adjustments occur. The club will communicate any changes as quickly as possible through our official communication channels.

Emergency Action Plan (EAP) – SUU Natatorium:

- SUU lifeguards initiate emergency procedures.
- 911 called if necessary.
- Head Coach clears pool if required.
- Assistant coach supervises athletes.
- Parent/guardian contacted immediately.
- Incident report completed within 24 hours.

EAP – Cedar City Aquatic Center:

- Aquatic Center lifeguards lead emergency response.
- Coaches assist in clearing pool.
- Swimmers moved to designated safe area
- Parents notified.
- Incident report completed within 24 hours.

Severe Weather Policy:

- Facility management determines closures.
- Coaches supervise athletes until safely dismissed.
- Parents notified via team communication platform.
- Swimmers remain indoors unless directed otherwise.

Athlete Supervision:

- Coaches supervise only during scheduled practices and sanctioned meets.
- Athletes are not supervised before/after practice, in locker rooms, parking lots, or during travel.

Locker Room Policy:

- Coaches do not enter locker rooms except emergencies. (Safe Sport)
- No cell phone use. (Safe Sport/USA Swimming mandate)
- Swimmers follow facility rules.
- Misconduct reported immediately.

● **Championship Meet Cost Distribution Policy**

Purpose: Championship meets require additional coach time, travel, lodging, meals, and administrative preparation beyond regular season meets. To ensure these expenses are covered fairly and sustainably, Cedar Swim Club uses a cost distribution model.

Cost Distribution Model: All swimmers participating in a Championship meet share the actual coach-related expenses associated with that meet.

Shared expenses may include:

- Coach transportation
- Coach lodging
- Coach per diem meals
- Coach compensation for meet session
- Required team-related administrative costs

After the meet, total coach-related expenses will be calculated and divided equally among participating swimmers.

Family Cost Cap: To protect families from excessive expenses, the Championship cost share for coach-related expenses is capped at \$500 per family per meet. Families with multiple swimmers competing in the same Championship meet will not be charged more than \$500 total for that event.

Financial Responsibility: Once entries are submitted and expenses are incurred, participating families are financially responsible for their allocated share of costs.

Volunteer Requirements at Championship Meets: Championship meets may require Cedar Swim Club to supply volunteers based on the number of qualified swimmers, as mandated by the LSC. These assignments are separate from the annual hosted meet volunteer requirement.

Meet entry fees will be billed prior to the competition. Coaching-related expenses will be billed at the conclusion of the competition after all information on expenses are calculated.

● Safe Sport & Athlete Protection

Cedar Swim Club follows USA Swimming MAAPP policies:

- No one-on-one unsupervised interactions
- Electronic communication must include parents
- Coaches do not arrange overnight accommodations
- Proper supervision during team activities Reports may be made to:
- Club Safe Sport Coordinator (Cassey Woodall)
- Head Coach (Kirstin McCoy)
- USA Swimming Safe Sport (<https://www.usaswimming.org/safe-sport>)

● Social Media Policy

- No private communication between coaches and minor athletes.
- Parents included in all electronic communication.
- Team members must represent Cedar Swim Club respectfully online.
- Athletes should refrain from follow requests on social media to coaches.

● Athlete Code of Conduct

All athlete members agree to:

- Demonstrate sportsmanship
- Respect teammates, coaches, officials, and facilities
- Follow USA Swimming rules and

SafeSport policies Violations may result in disciplinary action.

● Officials Incentive & Certification Support Policy

Cedar Swim Club strongly encourages parent involvement in officiating. Certified officials are essential to successfully hosting USA Swimming-sanctioned meets.

Volunteer Credit for Certified Officials:

Parents who are certified USA Swimming officials and work in an official capacity at Cedar Swim Club HOME meets will:

- Receive volunteer credit for that session (counts toward annual volunteer requirement), AND
- Receive a \$30 credit per session worked as a stroke and turn or administrative official.
- Receive a \$40 credit per session worked as a starter official.
- Receive a \$50 credit per session worked as a meet referee.
- The credit applies only to home meets hosted by Cedar Swim Club.
- Credits are applied toward the swimmer's meet entry fees for Cedar Swim Club hosted meets only.
- Credits have no cash value and are non-transferable.

Certification Reimbursement: Cedar Swim Club will reimburse reasonable out-of-pocket expenses incurred in becoming a certified USA Swimming official, including required training, background screening, and certification fees

Reimbursement will be issued once:

- The official becomes fully certified, AND
- The official works at least one session at a Cedar Swim Club hosted meet.
- Credit towards meet fees may be earned during training sessions.

The goal of this policy is to support family involvement, strengthen the quality of our hosted meets, and reduce long-term meet staffing challenges while recognizing the additional commitment required to serve as an official

● Parent & Spectator Code of Conduct

Cedar Swim Club is committed to creating a positive, respectful, and athlete-focused environment. Parents and spectators play an essential role in modeling sportsmanship and supporting the development of all swimmers.

Expectations:

- Demonstrate good sportsmanship at all practices and meets.
- Support all swimmers, not just your own child.
- Respect coaches, officials, volunteers, and facility staff.
- Refrain from coaching swimmers from the stands or interfering with coach instruction.
- Follow all facility rules, including deck access restrictions.
- Refrain from addressing coaches during meets or practice sessions. Coaches

need to focus on the task at hand.

- Grievances or serious issues between coaches and parents should be addressed through a formal scheduled meeting to include parent, coach, board president and one additional board member.

Prohibited Conduct:

- Harassment or intimidation of athletes, coaches, officials, or other parents.
- Use of abusive, profane, or threatening language.
- Disruptive behavior during meets or practices.

Consequences: Failure to comply may result in:

- Verbal or written warning
- Removal from practice or meet venue
- Suspension of spectator privileges
- Board review and possible suspension of swimmer participation

● Illness & Communicable Disease Policy

Purpose: To protect the health and safety of all swimmers, coaches, and families by minimizing the spread of illness within team practices and competitions.

When Swimmers Must Stay Home

Swimmers must not attend practice or team activities if they are experiencing any of the following symptoms:

- Fever (100.4°F or higher)
- Vomiting or diarrhea
- Persistent cough
- Sore throat with fever
- Unexplained rash
- Conjunctivitis (pink eye)
- Flu-like symptoms
- Any diagnosed contagious illness
- Any condition for which a healthcare provider has recommended isolation

Return-to-Practice Guideline

A swimmer may return to practice only when:

- Fever-free for at least 24 hours without the use of fever-reducing medication
- Vomit-free and diarrhea-free for at least 24 hours
- Significant improvement in respiratory symptoms
- At least 24 hours after beginning prescribed antibiotics, if applicable
- Cleared by a healthcare provider when required

For illnesses such as influenza, COVID-19, strep throat, or other communicable diseases, swimmers should follow current public health and healthcare provider recommendations before returning.

Gastrointestinal Illness Precaution

Because recreational water environments can contribute to the spread of gastrointestinal illness, swimmers who have experienced vomiting or diarrhea should wait a minimum of 48 hours symptom-free before returning to the pool whenever possible.

Coach Authority & Responsibility

Coaches reserve the right to excuse a swimmer from practice if the swimmer appears visibly ill or unable to safely participate. Parents are responsible for monitoring their swimmer's health and making conservative decisions that prioritize team safety.

● Return-to-Practice After Injury Policy

Purpose: To ensure the safe and appropriate return of swimmers following injury while protecting the athlete, coaches, and club from preventable risk.

Medical Clearance Requirement

Any swimmer who misses practice due to injury for more than one week, sustains a concussion, fracture, significant musculoskeletal injury, or receives medical treatment restricting athletic activity must provide written medical clearance from a licensed healthcare provider prior to returning to practice.

Doctor's Note Requirements

The medical clearance note must clearly specify:

- Whether the swimmer is cleared for full participation OR modified/partial participation
- Specific stroke, distance, intensity, or dryland restrictions (if applicable)
- Duration of restrictions (if temporary)
- Date of follow-up evaluation, if applicable

Generic notes stating 'may return to activity' without specification may require clarification before the swimmer resumes full training.

Concussion Protocol

Any swimmer diagnosed with a concussion must be symptom-free, complete a medically guided return-to-activity progression, and provide written clearance from a healthcare provider before returning to full swim practice. No swimmer may return to practice the same day as a suspected concussion.

Gradual Reintegration

Even with full clearance, coaches may implement a gradual return to full training volume to ensure safe reintegration into practice

Coach Discretion & Responsibility

Coaches reserve the right to modify practice participation if a swimmer appears unable to safely perform prescribed sets, pain or re-injury symptoms return, or medical documentation is incomplete. Cedar Swim Club prioritizes athlete health and long-term development over short-term competition. Parents and swimmers share responsibility for honest communication regarding injuries and recovery status.

● Team Apparel & Equipment Policy

Purpose:

To ensure consistency, professionalism, and compliance with Cedar Swim Club's official partnership agreements.

Team Apparel Requirement:

All swimmers participating on **competitive-level teams** are required to wear official Cedar Swim Club team apparel provided through our team vendor, **Arena Swimwear**, in accordance with the club's Arena partnership agreement.

This includes, but is not limited to:

- Team suits (competition and/or practice as designated)
- Team caps
- Approved team apparel (t-shirts, warm-ups, etc.) when required at meets or team events

Competition Requirements:

- Swimmers are expected to wear the official team suit and cap during sanctioned competitions unless otherwise approved by the coaching staff.
- This ensures team unity, brand consistency, and compliance with sponsor/vendor agreements.

Compliance:

- Failure to adhere to team apparel requirements may result in swimmers being asked to change into appropriate team gear prior to participation.
- Repeated non-compliance may be addressed by the coaching staff.

Exceptions:

- **Tech suits are exempt from the Arena team apparel requirement and may be worn regardless of brand.**
- Any additional exceptions due to sizing, availability, or special circumstances must be approved by the Head Coach.

(Tech suits are age appropriate. Taping/Compression suits shall not be worn by swimmers under 12, unless they meet Jr. National qualification times. Please see USA Swimming Rules & Regulations

● Team Fundraising Participation Policy

Fundraising activities are essential to supporting the Swim Club's programs, equipment purchases, facility costs, competition expenses, and opportunities for all athletes. To help ensure the financial success of the club and maintain affordable membership fees, all swimmers are expected to participate in fundraising efforts.

Fundraising Requirement

Each registered swimmer is required to contribute a minimum of **\$100 annually** through participation in club-approved fundraising activities.

Families may satisfy this requirement in one of the following ways:

- Participate in designated fundraising events and activities until a minimum of \$100 in fundraising credit has been earned; or
- Submit a direct buyout payment of \$100 to the Swim Club by the designated deadline.

Tracking and Credit

- Fundraising credits will be tracked by the Swim Club throughout the season.
- Credit will be assigned based on the swimmer's participation and proceeds generated through approved fundraising activities.
- Families will receive periodic updates regarding their fundraising progress.

● Team Membership Cancellation & Pause Policy

Members who need to take a temporary break from participation may place their membership on pause.

- A one-time fee of **\$20** is required to reserve and hold the member's spot on the team.
- While a membership is paused, regular monthly dues are suspended.
- A paused membership guarantees the member's place on the team upon return.
- Members must notify the club in advance through email.
- Memberships may be paused for up to 3 months unless otherwise approved by club management.
- Members must inform the club of the returning date.
- Members shall not participate in Team meets while they are on pause.

Membership Cancellation

Members may cancel their membership at any time by providing notice to the club 1 month ahead.

- Cancellation permanently releases the member's spot on the team.
- If a member was on a pause, the \$20 pause fee is non-refundable.
- Members who cancel and later wish to rejoin must complete a new registration and will be admitted based on available space.
- Any outstanding balances must be paid before cancellation is finalized.

Club-Initiated Termination

The club reserves the right to suspend or terminate membership for violations of club rules, unsafe conduct, non-payment of fees, or behavior that negatively impacts the team environment.