

Tucson J Stingrays Swim Team Handbook 2025-2026

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USA Swimming Code of Conduct
Tucson J Stingrays Stingrays MAAPP
SafeSport Best Practice Guidelines

Anything contained in the Handbook and Appendices is subject to change at any time.

Mission, Vision, and Values

MISSION STATEMENT

The Tucson J Stingrays Swim Team supports athletes in becoming confident individuals of high character by providing a well-balanced, competitive training environment that promotes long-term athlete and team development in and out of the pool.

The Team holds the motto "Feel the Sting." Our chief goal is to cultivate and maintain a positive culture that develops capable, confident, and contributing members of the community, in and out of sport.

Additionally, The Team is committed to athlete protection and provides a safe, healthy, and positive environment for all of our swimmers.

VISION STATEMENT

The Tucson J Stingrays strive to be the preeminent JCC swim team in the country.

As a program of the Tucson J, we share the vision of fostering a place of esteem and respect as viewed by the broader community and the development of lifelong learning.

VALUES

The Tucson J Stingrays Swim Team strives to work with swimmers of all abilities to pursue long-term athlete and individual development.

The Team values a positive training environment, with an emphasis on finding enjoyment in the sport of swimming.

We value dedication to hard work and the pursuit of excellence. The Team should encourage fun in and dedication to the sport, to allow serious athletes to excel and become competitive swimmers at whatever level they would like to pursue.

The Team expects our swimmers, coaches, staff, and other participants to honor performance and sportsmanship, and to demonstrate mutual respect for teammates and competitors.

We believe that the coach-athlete relationship is a two-way street. Coaches and staff should be role models to athletes. Athletes should act with integrity, responsibility, and respect. Coaches will assist athletes in becoming the best version of themselves that they can be. Athletes should commit to the process and Team, and always exhibit a positive attitude, even in moments of challenge and difficulty.

The Team believes athletes should be committed to developing a healthy work ethic and sense of competition that provides the backbone of success in the pool, the classroom, and beyond.

The Team is committed to a positive relationship with all athletes and their support networks, including parents, families, caregivers, and other athlete supporters.

We honor the Team as a community made up of athletes, their families and support networks, coaches, and staff, all working together to achieve the Team's mission, vision, and goals, through carefully set expectations for all participants. All participants contribute to the Team and are valued in this process.

Coaching Staff

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Tucson J Stingrays Registration: Process and Requirements

Equitable Participation Accommodations & Inclusion

If you believe having accommodations would benefit your opportunity to equitably participate in this program, please contact Head Coach Evan Holt to advocate for modifications. We will do our best to ensure our program is accessible to you.

The Tucson J Stingrays Swim Team is committed to offering an inclusive environment to all participants and their support networks. If you have questions or concerns about any team policies and how they might apply to you or your athlete, please let Head Coach Evan Holt know. We are happy to apply exceptions or grant accommodations to the extent reasonable.

Please note any exclusive use of the word “parent” has been removed from the Handbook and replaced with the term “Responsible Adult (RA).” An RA can be a parent, stepparent, grandparent, family member, nanny, caregiver, etc. If you have any questions, please direct them to Coach Evan Holt.

Team Registration

All swim-team-specific registration is handled through the Tucson J and our web platform, Daxko. There are additional registration requirements through Commit Swimming (Team website) and USA Swimming.

New Swimmers: Upon joining the Team, athletes are registered for the month they join and the remaining months in the calendar year. Athletes’ responsible adults (RA) who know their swimmer will not be attending for a specific month, must give the team registrar notice at the time of enrollment to avoid their swimmer being placed in the program for that month. RAs must also register through the Commit website.

Returning Swimmers: All swimmers on the roster for July will be automatically registered for the following year (August through July) on or just after July 10. RAs wishing to register for only select months must communicate this in writing to the Head Coach prior to July 7.

Updated fees will be communicated to families prior to June 15, and the deadline to change registration options based on that information is June 30.

RAs must also register through the Commit website on a yearly basis. A prompt to do this, and detailed instructions, will be sent out by the Head Coach in or before early September.

Requirements for Registration

- All prospective swimmers must attend a “try out” prior to registering with the Team. This is as much a try out for the prospective athlete as it is for the coaching staff. It gives the swimmer the chance to determine if the Team is the right fit and something they want to pursue. It gives the coaching staff the ability to determine the appropriate practice group for the athlete and determine if the athlete is a good fit for the Team. Athletes returning to the Team after more than one month off must attend an Open Tryout or Returning Swimmer Assessment.
- Registration via the J (through Daxko)
- Registration via Commit (our team website platform)--an invite to create an account will be sent to new families shortly after registering through the J
- Payment methods must be stored on file with both the J (Daxko) and the Team website (Commit)

- Monthly fees for swim team registration are automatically drawn on the first of each month from the account or payment method you have on file with the J through Daxko
- USA Swimming meet entry fees are determined by USA/AZ Swimming standards and by the host team; these fees are automatically drawn from the payment method you have on file with the Team through Commit upon registration for the meet
- USA Swimming Member Application and payment through USA Swimming
 - The annual fee for USA and AZ Swimming registration (see below) is paid directly to USA and AZ Swimming upon registration through your USA Swimming Account

Cancellation

All registration is month-to-month. If you wish to cancel or suspend your athlete's registration, 30-day written notice to the Head Coach is required. Any outstanding volunteer obligation will be charged at the end of your athlete's last month or upon notice of cancellation, whichever is later. If your athlete returns to the Team during the same service year, you can be credited back the amount charged and continue to earn points.

Proration of Monthly Fees and Other Items

Athletes joining the Team mid-month, following a tryout within that month, are entitled to a proration of fees for the remainder of that same month. Beyond this, the Team does not prorate monthly dues absent extraordinary circumstances (i.e., The Team does not prorate fees for months during which your athlete will miss practice due to vacation, holidays, weather or other cancellations, etc.).

Additionally, regardless of the time your athlete has been or will be on the Team, volunteer point/service-hour obligations will not be prorated, absent extraordinary circumstances. USA Swimming fees cannot be prorated. Meet fees cannot be prorated.

USA Swimming Athlete Registration

The Tucson J Stingrays are a USA Swimming Club Swim Team. Therefore, all athlete participants must be registered athlete members of USA Swimming. USA Swimming registration is an annual requirement.

RAs must register their athletes online and pay the fees through USA Swimming's SWIMS registration portal. You will receive a link to register from the Head Coach or Team Registrar. Navigate to that link, and then you will have to complete two steps:

1. Login to or create your USA Swimming account
 - a. To create a new USA Swimming account for RAs (note, USA Swimming does use the word "Parents"), click "Register/Login" then select "No Account? Register Now" from below the login fields. Fill in the required fields, enter the verification code that was sent to your email.
 - i. On the page that follows, called "Link Your Account," you will select "Create New Account" toward the bottom of the page, enter the required information, and press "Save."
 - ii. If you are an existing adult member (for example, if you have times in the USA Swimming database), do not follow step b above; you will click "Request Member ID," enter the required information, and you will receive an email with your new member ID (old member IDs are being phased out due to privacy concerns with having personal identifiable information in the old USA Swimming ID). You will copy and paste that new member ID into the field on the Link Account page, and click "Link"
2. Complete the registration process for each athlete
 - a. Follow the registration link through Commit registration (big red button) or from the Head Coach or Team Registrar

- b. Verify that the LSC listed is Arizona Swimming and the Club listed is Tucson J Stingrays Swim Team (TJCC) and click continue
- c. Select “the membership is for someone other than the logged-in user”
- d. Select either “new member” (if your athlete has never been registered) or “existing member” (if your athlete has been or is a registered member)
- e. Enter the personal information for your athlete (do not enter your information on this page), then click continue
- f. Enter the emergency contact information (generally, this will be your information); you can add additional contacts; click continue
- g. Select the type of membership you are signing up your athlete for, then click continue
 - i. Premium (\$82): this is the standard and preferred type of membership
 - ii. Season 2 Athlete (\$52): this covers athletes’ registration for April through August (long-course season); athletes can only compete below the Zones level
 1. You may upgrade from a Seasonal to a Premium membership. Please contact the Head Coach for more information on this process.
 - iii. Outreach Athlete (\$5): this is offered to assist disadvantaged athletes who are unable to afford the premium membership fees; requires documentation sent to AZ Swimming; please contact the Head Coach for more information
- h. Optionally add in your athlete’s ethnicity and race, click continue
- i. Declare your athlete’s competition category (male or female*), click continue
- j. Optionally enter in your athlete’s disabilities, click continue
- k. Review the information you entered, click continue
- l. Now you will see your cart with the fees associated with your athlete’s membership, and click “submit,” then check out on the credit card processing page, click “process payment”
- m. If you click “return,” you will be brought back to the dashboard where you can see and manage all members on the account

All of your athlete’s information (including old times) will be accessible via your new USA Swimming account.

Helpful information for completing your athlete’s registration:

- Club Name: Tucson J Stingrays Swim Team
- Club Code: TJCC
- LSC: AZ (Arizona Swimming)
- Your athlete’s USAS ID number can be found on their existing registration card or through your USA Swimming Account (or Commit) account
- *USA Swimming requires athletes to declare for one of the two competition categories (male/female); the Team is committed to fostering inclusion and will assist you with the process of applying for an alternate competition category (and obtaining swimsuit waivers) to the extent possible, if you would like to take that route. Please reach out to Coach Evan Holt for more information or assistance.

Transfers

If your athlete is transferring from another USA Swimming Club team, there is a transfer process in your USA Swimming Account; please do not use this process. For athletes transferring within the LSC (another AZ Swimming club) AZ Swimming follows a separate process, as described below:

1. Visit <https://www.azswimming.org/athlete-transfer/>
2. Select the athlete’s current club code (the club that they are leaving)

3. Enter the athlete's USA Swimming ID number, accessible by logging into your USA Swimming portal and looking at "My Family" where the athlete will be listed along with their member ID number.
4. The zip code will not be your actual zip code, just "00000"
5. Acknowledge the Statement of Transfer and Good Standing and click submit.
6. Complete the subsequent pages to the best of your knowledge, and if you need to transfer more than one athlete, it will give you the ability to do so at the end of the first athlete.
7. You will then complete the process by paying the \$15 fee (per athlete).
8. Most transfers will be completed within 1-2 business days.

For athletes transferring from a club outside the LSC (outside AZ)

1. Navigate to azswimming.org/document-library/ and click on the "Registration & Membership" tab
2. Complete the "Welcome to Arizona Athlete Transfer Request Form" and send it to Arizona Swimming via mail or email
3. Note that the form indicates that athletes must wait 120 days to compete for the new club, but the new rule is a 60-day limit

Please note that athletes must wait 60 days to compete for the club they transferred to. This does not bar them from participating in swim meets during that time, but they must compete as "Unattached."

Group Qualifications, Expectations, and Goals

The Tucson J Stingrays offers training and practice groups for swimmers of all ages and ability levels. It is the goal of the coaching staff to offer age-specific training for all of our athletes geared toward challenging each individual and developing them to the best of their abilities. **Our groups are loosely based on age but more focused on skill level, athletic ability, motivation, and mentality.**

There is a lead coach for each group, but all coaches will work with every group to some extent. We see the value in athletes knowing all of the Stingrays coaches. There might be meets where only one coach is in attendance, and all swimmers should be able to identify that coach and be aware of that coach's expectations. Swimmers should also be willing and able to take direction and tips from that coach. Interacting with the entire coaching staff during practices facilitates that.

The Head Coach, along with input from the assistant coaches, sets the plans, goals, and directions for each group on a seasonal basis. The Lead Assistant Coach for each group writes the practices for their group. Practices may vary day-to-day in focus and week-to-week in intensity. Practices—including test sets, burnout sets, kick sets, and drills—for all groups may be repeated from time to time. This helps to assess each swimmer's progress and any needed modification to the season's plan. Just as in any sport, repetition of a skill continues until the skill is mastered, and then it continues further to ensure the skill is retained. In swimming, this applies to drills to work on technique and interval-sets to work on pace, among other things. All athletes are expected to trust in the process, work hard, and maintain a positive attitude, no matter what challenges the coaching staff presents them with or what the set is for that day.

The Tucson J Stingrays follow the USA Swimming/USOPC's Quality Coaching Framework (QCF) and USA Swimming's American Development Model (ADM). The ADM is a tool used by coaches around the country to create a plan for and assess athlete development through the Team. Athlete development is focused on helping athletes develop a positive relationship with sport, increase engagement in and connection to swimming, and learn skills that will help athletes be successful in all facets of life. The ADM has four athlete-centered outcomes—Competence, Character, Confidence, and Connection—each with six levels of development.

We also participate in the USA Swimming "IM Ready" (IMR) and "IM Xtreme" (IMX) programs to help swimmers track their times and progression against swimmers all across the nation.

While we do have expectations and goals set out for each group below, we also recognize that all swimmers are individuals and some athletes or families might have unique circumstances. In those cases, we do adjust expectations and goals on a case-by-case basis after full communication with the athlete and/or their support network.

Goals & Expectations for all Stingray Athletes

Goals:

- Have fun swimming and learn to promote team values during practice, competition, and in daily life
- Progress through the USA Swimming American Development Model
 - The ADM is a helpful tool for athletes, coaches, and RAs to use in gauging progress through the Team, in sport, and in life. Group-by-group completion goals are listed under each group's section below.

Expectations:

- Come to practices and meets to work hard and have fun: a positive mindset—no matter the challenges Coach presents you with—will go a long way to improvement
- Follow the Athlete Code of Conduct
- Follow and promote team values and act with kindness and respect to all participants
- Commit to being coachable: your coaches are here to help you succeed, and you must meet us halfway
- Be on time to practice & follow the Lombardi Rule (see the Practice Schedules section for more information)
- Be open to trying new techniques and drills
- Demonstrate a willingness to learn the fundamentals and complexities of competitive swimming
- Come to practice and meets prepared to succeed: that means following uniform requirements and bringing required gear
- No drugs, tobacco, or alcohol

Little Rays (ages 8 & Under): Pre-competition Team

Prerequisites:

- Two lengths (50 yards) continuous Freestyle with side breathing to both sides, using shoulder and hip technique and completing a freestyle flip turn
- One length (25 yards) continuous Backstroke, using shoulder and hip roll motion with head back
- One length (25 yards) continuous Breaststroke, demonstrating consistently effective rhythm
- One length (25 yards) continuous Butterfly
- Demonstrate an open turn with basic understanding of key
- Streamline off the wall, underwater to the flags (5 yards) on front and back, and then level off to the surface, executing dolphin kicks while underwater and a basic breakout at the surface

Goals:

- If attending swim meets, earn a time in each of the following events: 25 Freestyle, 25 Backstroke, 25 Breaststroke, 25 Butterfly
- Refine technique in all four strokes, progressing toward competition-legal strokes
- Learn basic fundamentals in starts, turns, and finishes
- Earn dive/start certification for forward and backstroke starts

American Development Model Guide & Goals:

- ADM Competence Level 1
- ADM Character Level 1
- ADM Confidence Level 1
- ADM Connection Level 1

Expectations:

- Attend 50-60% of practices monthly
- Swim meets are optional but encouraged throughout the year

Junior Rays (ages 10 & Under): Competition Team

Prerequisites:

- Four lengths (100 yards) continuous Freestyle with side breathing
- Two lengths (50 yards) continuous Backstroke
- One length (25 yards) continuous Breaststroke, demonstrating consistently effective rhythm throughout the stroke
- One length (25 yards) continuous Butterfly, demonstrating consistently effective rhythm, timing, and undulation through the stroke
- Continuous 100 Yard IM, demonstrating legal technique and turns and knowledge of IM order without prompting from coaching staff or other athletes
- Streamline off the wall, underwater for 10 yards on front, underwater for 5 yards on back, executing dolphin kicks while underwater and a basic breakout at the surface
- Ability to demonstrate a legal breaststroke pullout with one dolphin kick
- Ability to demonstrate legal turns in all four strokes and I.M.
- Ability to demonstrate a hands-first diving entry (forward start)

Goals:

- Refine stroke technique and build speed and endurance through drill and interval-based training
- Learn how to use the pace clock
- Work on personal goal-setting with the coach
- Begin to incorporate dryland workouts into the practice routine
- Work towards establishing an IMR Score
 - 100 Freestyle, 50 Back, 50 Breast, 50 fly, 100 IM (SCY) or 200 IM (LCM) required for IMR score

American Development Model Guide & Goals:

- ADM Competence Working toward Level 2
- ADM Character Working toward Level 2
- ADM Confidence Level 2
- ADM Connection Level 2

Expectations:

- Attend 55-65% of practices monthly
- Attend 1-3 meets during the Long Course season (April-July)
- Attend 3-5 meets during the Short Course season (August-March)
- Act as a role model to the younger Rays, modeling good behavior and work ethic and providing support by cheering at swim meets

Stingrays (ages 12 & Under): Competition Team

Prerequisites:

- 8x 50 Freestyle @1:15
- 4x 100 I.M. @2:30
- 4x 100 Freestyle @2:15
- 1x 500 Freestyle @10:00
- Ability to demonstrate legal 50s in each stroke (butterfly, backstroke, breaststroke, freestyle)
- Ability to demonstrate legal turns in all four strokes and the I.M.
- Ability to complete forward start and backstroke start certification, if under 10 and/or with less than one-year competitive-swimming experience

American Development Model Guide & Goals:

- ADM Competence Level 3, working toward Level 4
- ADM Character Level 3, working toward Level 4

- ADM Confidence Level 3
- ADM Connection Level 3

Goals:

- Take personal responsibility for completing stretching, warm up, and warm down
- Refine starts, turns, and finishes
- Begin to follow intervals and practices without extra coach input
- Understand and demonstrate ability to use the pace clock and complete interval-based sets
- Work on personal goal setting with the coach
- Nutritional awareness
- Build on established IMR score
- Strive to establish IMX score
 - 11-12: 400 (LCM)/500 (SCY) Free, 100 Back, 100 Breast, 100 Fly, 200 IM
- Participate in dryland training targeted at improving in-water performance
- Achieve a B time in at least one event for each stroke

Expectations:

- Attend 60-70% of practices monthly
- Attend 3-4 meets during the Long Course season (April-July)
- Attend 4-5 meets during the Short Course season (August-March)
- Attend highest-qualified championship meet each season
- Attend all required team meetings
- Act as a role model to the younger Rays, modeling good behavior and work ethic and providing support by cheering at swim meets
- Participate in and contribute to team fundraising and volunteer opportunities
- Complete athlete SafeSport training (athletes 13&Over)

Eagle Rays (ages 14 & under): Competition Team

Prerequisites:

- 8x 50 Freestyle @:55
 - 4x 100 I.M. @2:00
 - 5x 100 Freestyle @1:50
 - 1x 500 Freestyle @9:00
- Ability to demonstrate legal 50s in each stroke (butterfly, backstroke, breaststroke, freestyle)
- Ability to demonstrate legal turns in all four strokes and the I.M.

American Development Model Guide & Goals:

- ADM Competence Level 4, working toward Level 5
- ADM Character Levels 4 & 5
- ADM Confidence Level 4, working toward Level 5
- ADM Connection Levels 4 & 5

Goals:

- Take personal responsibility for completing stretching, warm up, and warm down
- Work on personal goal-setting with the coach
- Awareness of sports nutrition
- Refine starts, turns, and finishes
- Begin to train in specialty stroke and events (12&Over)
- Fully establish IMX score
 - 11-12: 400 (LCM)/500 (SCY) Free, 100 Back, 100 Breast, 100 Fly, 200 IM
 - 13+: 400 (LCM)/500 (SCY) Free, 200 Back, 200 Breast, 200 Fly, 200 IM, 400 IM
- Participate in dryland training targeted at improving in-water performance

- Learn race strategy for various strokes and distances
- Achieve at least one A time in Stroke and Freestyle events
- Swim in Regionals with the goal of attending State Championships
- Strive to qualify for the Southwest Age Group Regional championships (SWAGR)

Expectations:

- Do not rely on RA to communicate with coach for them
- Attend 70-75% of practices monthly
- Attend 4+ meets during the Long Course season (April-July)
- Attend 6+ meets during the Short Course season (August-March)
- Attend highest-qualified championship meet each season
- Attend all required team meetings
- Act as a role model to the younger Rays, modeling good behavior and work ethic and providing support by cheering at swim meets
- Participate in and contribute to team fundraising and volunteer opportunities
- Complete athlete SafeSport training (athletes 13&Over)

Manta Rays (ages: high school): Competition Team

Prerequisites:

- 10x 50 Freestyle @:45
- 10x 100 Freestyle @1:40
- 1x 500 Freestyle @7:30
- 4x 200 I.M. @3:45
- Swim for and compete with your high school varsity swim team

American Development Model Guide & Goals:

- ADM Competence Levels 5 & 6
- ADM Character Level 6
- ADM Confidence Levels 5 & 6
- ADM Connection Level 6

Goals:

- Take personal responsibility for completing stretching, warm up, and warm down
- Work on personal goal-setting with coach
- Build speed and endurance and continue to hone technique
- Train in specialty stroke and events
- Work to improve IMX score
 - o 13+: 400 (LCM)/500 (SCY) Free, 200 Back, 200 Breast, 200 Fly, 200 IM, 400 IM
- Participate in dryland training targeted at improving in-water performance
- Achieve at least one States time, strive to attend Far Westerns, Sectionals, and other Senior-level meets

Expectations:

- Communicate directly with their coach; RA involvement in swimming decisions is minimal
- Understand nutritional management
- Attend 80% of practices monthly
- Attend 5+ meets during the Long Course season (April-July)
- Attend 7+ meets during the Short Course season (August-March)
- Attend highest-qualified championship meet each season
- Attend all required team meetings
- If you plan to miss a meeting or practice or be late, you must communicate this with the Head Coach and on-deck coach at least 24 hours in advance

- Act as a role model to the younger Rays, modeling good behavior and work ethic and providing support by cheering at swim meets
- Participate in and contribute to team fundraising and volunteer opportunities
- Complete athlete SafeSport training

Group Placement and Move-Up Policy

New swimmers will be placed in the appropriate practice group based on their ability and age. Evaluations for existing swimmers (advancing to a higher group or placement into a lower group) are made by the coaching staff throughout the season. Placement is decided by the coaches who may use their discretion in deciding the best learning environment for each individual swimmer. Recommendations will be communicated to the swimmer and RA.

All prospective athletes are required to try out prior to joining the Stingrays Swim Team. Open tryouts will be held each month, with dates and times to be posted on the Stingrays website. During open tryouts, athletes may be asked to demonstrate the prerequisites for the practice group the coach thinks may be the best fit after a short consultation with the athlete and/or their RA. Although the tryouts are open, advanced scheduling with the Head Coach is recommended.

Returning athletes who have been out of the water for more than one month are also required to complete a tryout or assessment to determine appropriate group placement. While placement with the athlete's previous group is preferred, it is not guaranteed.

Upon completion of any tryout with an assistant coach, the Assistant Coach will confer with the Head Coach. The Head Coach will respond to the RA of the prospective athlete within two business days and recommend the appropriate placement.

Group Move-up Pillars

There are three main pillars that guide the move-up process from group to group. Ultimately, the coaching staff has the final say in whether a swimmer is ready to progress to the next group

1. **Attendance**
 - a. Meets or exceeds their group's monthly attendance requirement
 - i. Those falling below the requirement may be restricted from meet participation
 - b. Consistently communicates absences (especially in older groups)
 - c. Demonstrates commitment to showing up on time and improving
2. **Training Benchmarks**
 - a. Interval mastery (e.g., consistently makes 10x100 freestyle @ 1:30)
 - b. Stroke technique & mastery in all four strokes
 - c. Strong performance in challenge/test sets
 - d. Leads by example: focused effort, lane leadership, asks questions
3. **Coach Evaluation**
 - a. Final move-up decisions are made by the coaching staff
 - b. Displays maturity, coachability, and respect for teammates
 - c. Completes sets and intervals with effort and consistency
 - d. Has the mindset and ability to thrive in the next group, not just survive

Upon completion of any tryout with the Head Coach, the Head Coach will recommend the appropriate placement for the athlete to the RA at the conclusion of the tryout.

Stingray Pups Program

The Stingray Pups Program is the perfect place for future athletes who are interested in joining the Stingrays Swim Team but need some extra Pups to make it happen! Pups practices bridge the gap between group swim lessons and the swim-team environment.

In the Stingray Pups Program, future athletes will be working with a coach or instructor in the water to hone skills that will be essential to success in a competitive swim program. Participants will attend classes three times each week, which acquaints them with the expectations in the Swim Team program. Additionally, athletes will get to work with some of the Stingray coaches, developing relationships that will extend into their time on the Team. At the conclusion of each session, the last class will include a tryout for the Team. Responsible adults and future athletes will be given a report card that summarizes the participant's progress toward program goals (swim-team readiness).

Classes occur TWTh, 4:30-5pm. Attendance at all three days each week is expected. June and July offer a separate morning session (9:45-10:15am). Athletes may register for the morning, afternoon, or both.

Each session runs for four weeks. For 2025, the Team is currently offering sessions in April through September. Additional months may be added. The end-goal of each session is swimteam readiness, although some athletes may need additional sessions before being ready for the Team.

Pups is an entirely developmental, non-competitive program, offered by the J with support from the Swim Team. USA Swimming and Commit registration are not required.* Gear used during the program will be provided by the Swim Team.

*If ready, Pups Program participants are welcome to enter, attend, and participate in swim meets with the Stingrays Swim Team. USA Swimming and Commit registration is required. We also encourage those Pups participants to attend summer home events, including mock swim meets, at the J!

Program Fees

- Tucson J Members: \$100/month
- Guests: \$120/month

Program Requirements and Expectations

Participants must wear goggles, a tight-fitting swim suit, and a swim cap (if their hair would touch the collar or a shirt when down).

Participants must tryout prior to registering for the program. Tryout dates/times are the same as those for the Swim Team and are listed on the Swim Team Website: www.tucsonstingrays.com

Pups prerequisites: swim-lessons experience, 25 Freestyle, 25 backstroke, ability to demonstrate breaststroke and butterfly (dolphin) kick.

If you believe having accommodations would benefit your opportunity to equitably participate in this program, please contact Head Coach Evan Holt to advocate for modifications. We will do our best to ensure our program is accessible to you.

Registration

Please visit the J's website to register. You may also register in person at the Tucson J.

Group Fees

Fees listed below are for August 2025 through July 2026. **Updated fees for 2026-2027 (effective August 1, 2026) will be communicated to families prior to June 15, 2026.**

Stingray Monthly Rates (Aug '25- July '26, subject to change)

Group	Members Monthly Rate Aug 2025 - Mar 2025	Guests Monthly Rate Aug 2025 - Mar 2025
Little Rays	\$95	\$115
Junior Rays	\$130	\$150
Stingrays	\$160	\$175
Eagle Rays	\$175	\$195
Manta Rays	\$180	\$200

Group fees are subject to change. Changes in fees will be communicated to members in advance of the change.

Group fees are automatically drawn on the first of each month from the account or payment method you have on file with the J (through Daxko).

Other Costs Associated with Swim Team

- Annual athlete registration with USA Swimming: \$TBA (Premium Athlete Membership 2025-2026) OR \$TBA (Seasonal Membership 04-08/2026)
 - Subject to change annually; set by USA and AZ Swimming
 - Submitted directly to USA Swimming by responsible adult
 - Nonnegotiable, regardless of plans to compete in USA swim meets
 - Covers:
 - Registration with USA Swimming
 - Registration with AZ Swimming
- USA Swimming Meet Entry Fees
 - Generally \$6/event and a one-time \$8 athlete surcharge per meet
 - Set by USA and AZ Swimming standards and by host team
 - Drawn automatically from the account/payment method on file with Commit, upon meet registration by the Head Coach
 - Note that select meet fees (short-course USA meets during long-course season) may be discounted by the Team
- Team Competition Swimsuit, Warm-Up, and Backpack (Competition Team only)
- Required Practice Gear and other optional apparel

Scholarships are available; please reach out to the Head Coach for more information and instructions.

Practice Schedules

All practice schedules are subject to change. Changes, permanent or temporary, will be communicated to you in advance of the change.

Last minute changes are often communicated through email and/or the GroupMe App. Please ensure that your email addresses on file with the Tucson J and Commit are up to date and that you have turned on push notifications from the GroupMe App so that you receive accurate and timely information. For more details on the GroupMe App, please see the section on Communication.

All up-to-date practice schedules can be found on the website in the “Schedule” tab

15-minute rule: The Stingrays are borrowing from the great Vince Lombardi and adopting the following expectation for our athletes. The exact quote is “If you are five minutes early, you are already ten minutes late.”

To put it simply, we expect Stingray athletes—especially those in Junior 2&3—to arrive on the pool deck 15 minutes before their practice is scheduled to begin. For athletes in Junior 2&3 only, arriving late without prior communication to their coach will result in their being given credit for only half of the practice’s attendance.

Our coaching staff plans and writes practices for the entire allotted practice time, and we want to make sure your athletes get to participate for that time. Additionally, late athletes often disrupt the activities already going on for on-time athletes. By arriving 15 minutes before the official start of activities, your athlete will have time to get changed, get their gear, and meet up with teammates. This buffer time will allow for more successful practices for each athlete and for the group as a whole. We want to make sure our practices run smoothly from start to finish, and our hope is that this policy will help with that.

We are well aware that athletes in the Senior groups have practice times that may be right up against the end of a camp or school day, and we are happy to be lenient with the rule in those and other situations that warrant leniency. Friday afternoon practices (4:30pm) are also an exception to this rule. Junior 2&3 and Senior group athletes should communicate with me in advance if they know they will be late to practice.

If you have any questions about the Lombardi rule, please let the Head Coach know.

Alternate Practice Dates and Cancellations:

Alternate dates, schedules, and cancellations will be communicated to you in advance and posted on our Team Website.

Inclement Weather Policy

Practices may sometimes have to be canceled or postponed due to inclement weather. This may happen at the last minute or during practices. Any cancellations or changes to the schedule may be communicated to participants through the GroupMe App (please see the section on “Communication” for directions on how to sign up) or through email, or both. Please ensure your contact information is up to date in both places so that we are able to reach you.

Please note that practice and swim meets will continue as scheduled in the event of rain, snow, heat, or cold. Generally, practices will only be canceled or postponed for severe weather (thunder and lightning, hail, etc.). If the pool is not closed due to inclement weather, but the Head Coach determines it may be unsafe for athletes to swim, practices may be canceled or postponed.

The Tucson J Aquatics Inclement Weather Policy is as follows:

When thunder is heard or lightning is seen, radar is checked to see if the strike is within a 10-mile radius. If within 10 miles, or at the *lifeguard's discretion*, the pool must be cleared and closed for 30 minutes from the last rumble or lightning sighting.

The lifeguard will radio to membership, altering them of the closure and updating with the reopening times as they change. Membership should contact swimmers with reservations for lap swim, AquaFit and GlideFit (if applicable) via phone and email with the closure notice.

The guard on duty will also communicate the inclement weather closure to swim team coaches and Children & Youth staff (JCare, Camp J & ECE) if practice is scheduled.

If inclement weather is present 45 minutes before closing, the pool will close for the day.

A reminder for athletes in the Stingray group and above regarding morning and dryland practices: When it is offered, morning practice is not meant to be a substitute for afternoon or evening practice. Mornings provide an additional practice opportunity. Attendance at and participation in dryland training is expected. Attendance at all Team Meetings is expected for athletes in Stingray and above.

Dress code and Uniform Policy for Practice and Swim Meets

The Stingrays practice dress code lines up with what is allowed at swim meets per USA Swimming regulations (please reference Rule 102.8 for the full description of what is allowed). Our goal is to Prepare our athletes for success in practice and at swim meets by getting them comfortable with the swimming attire that they will be required to wear at meets. The policy is as follows:

Athletes must wear USA Swimming-compliant swimwear during competitions and practice. USA Swimming defines "swimwear" as only a swimsuit, cap, and goggles.

Swimsuit: Swimsuits must be tight-fitting. We are adopting the USA Swimming regulation for swimwear in competitions: "For men, the swimsuit shall not extend above the navel nor below the knees, and for women, shall not cover the neck, extend past the shoulder, nor extend below the knee." Swim shirts or sleeved swimsuits are not permitted. Technical suits are generally not allowed

for 12-and-under swimmers (the tech suit must be FINA-approved for 12&U athletes).

Caps: Athletes with hair that touches the collar of a shirt must wear a swim cap. Swimmers may not wear more than two caps.

Goggles: Athletes must wear goggles. A scuba or snorkel mask is not allowed as an alternative.

Notification:

- *Pre Competition Team:* Ras of swimmers in Groups 1 & 2 will be notified of infractions privately.
- *Competition Team:* Swimmers in Junior and Senior groups will be notified of infractions privately. On a second infraction, Ras of the swimmer will also be notified privately.

Dryland practices: Athletes must come to dryland practice in athletic apparel (consisting of a top and bottom) and closed-toe athletic shoes. Exposed undergarments, including sports bras and swimsuits, are not acceptable.

Exceptions to the policy *for practice attire* will be made on identity, religious, and medical bases. (Please note that exceptions for competition must go through USA Swimming, which does have a swimsuit waiver application process; the Team will assist you through this process if you would like that assistance.) If you have any questions or concerns about what is allowed or why, please contact the Head Coach.

Team Gear and Swim Suits

GEAR REQUIREMENTS

The chart below lists the gear required for each practice group. Each required item serves a purpose and will be used on a regular basis. The Team does not have loaner gear for athletes to rely on being available at each practice. Athletes are responsible for bringing all listed gear to every practice session. Athletes who do not have gear will still be required to complete gear-facilitated training sets without the gear. Their teammates will still be required to use the gear in question. Accommodations will not be made for athletes who fail to bring their gear.

Failure to bring gear to practice will result in a conversation with the coach and a subsequent email to the responsible adults. Multiple failures can result in disciplinary action.

Each item of equipment should be well labeled with the swimmer's name and placed in their mesh gear bag. Gear bags should not contain dry clothes or towels, as they will get wet during practice. Gear bags must be kept on the side of the pool, with all required practice gear and other items (spare goggles and caps).

In addition to the listed items, all swimmers should have an extra swim cap and pair of goggles in their mesh bags, so that technical difficulties do not delay practice.

The Jr. snorkel size is recommended for ages 10&Under. Socks are recommended for swimmers who experience discomfort with fins.

Please note that one (1) team swim cap is included in your initial registration with the Team. Additional team caps (silicone and latex) are available for purchase.

	Little Rays	Junior Rays	Stingrays	Eagle Rays	Manta Rays
Team Competition Suit (seasonal)	If attending swim meets	Required	Required	Required	Required
Team Backpack		Required	Required	Required	Required
Team Warmup Jacket		Required	Required	Required	Required
Water Bottle	Required	Required	Required	Required	Required
Mesh Gear Bag	Required	Required	Required	Required	Required
Kickboard	Required	Required	Required	Required	Required
Fins	Medium OR short-blade fins	Medium OR short-blade fins	Medium OR short-blade fins	Short-blade fins	Short-blade fins
Pull Buoy			Junior-sized symmetrical	Adult-sized symmetrical	Unbalanced or adult-sized symmetrical
Paddles				Hand paddles with removable straps	Hand paddles with removable straps
Front Snorkel				Required	Required

The Team regularly hosts Champion Pools and Spas for swimsuit, apparel, and parka fittings. The dates will be communicated to responsible adults in advance. You can order at these events. If you cannot attend a fitting or would like to order or replace a suit at any other time, please reach out to Champion at 829-6400 and ask for Mark, and he should be able to help you out.

You may also order from Champion online. Our team store with Champion can be found at the link below. The online ordering code for responsible adults is TJCCSWIM15. <https://championpoolandspasupply.ecwid.com/JCC-SWIM-TEAM-c66550063>

OTHER GEAR

Please consider shopping for training and other gear (including warm-ups and bags) through our SwimOutlet Team Store. By purchasing through SwimOutlet, the Team receives a portion of proceeds. Thank you for your support of our Team!

Our Team Store can be found at www.swimoutlet.com/collections/tjstingrays

Additionally, from time-to-time we will open a team shop that has apparel and other items for purchase. These shops will be open with a defined window for ordering. We may also take bulk orders on items of high interest, like towels, shirts, team caps, etc.

Communication

We believe that direct, effective communication is at the heart of a stimulating, safe, caring program for children. If you have concerns about day-to-day operations, the program, or your athlete's care specifically, please feel free to discuss them with the Head Coach or your athlete's coach. Eagle and Manta Ray swimmers are encouraged to communicate with their coaches directly.

Communication from responsible adults

All important messages (a change in schedule, a different person picking up your child, child going with a friend, etc.) MUST BE E-MAILED to your swimmer's coach, or communicated by TELEPHONE 520-299-3000, x8161.

Please let us know when there are changes that may have bearing on your child such as: a projected move, birth, death, separation, etc. Having this information will enable our coaching staff to help the athlete deal with their feelings.

Communication to responsible adults

Many important messages from the Team will be sent to you through e-mail, either from the coaching staff directly or through our team website. Please read each note. These emails are designed to keep you informed about your child and swim team activities. We will send weekly updates with important messaging and reminders.

We will utilize Commit to send out important messages to RAs. Please make sure your contact information is correct on Commit, and be sure to check your spam folder if you have trouble receiving emails this way.

GroupMe-Announcements

We may sometimes communicate last-minute items, such as weather delays and cancellations, through the GroupMe app. This allows us to send notifications to you. If you have not already done so and would like to join the group to get push notifications, you can join by going to [this link](#) or by contacting the Head Coach for a link to be sent to you via email. The QR code below will also allow you to join our GroupMe.

Athlete's RAs can communicate with each other via the chat function in GroupMe. This can be used to coordinate carpools, among other things. Please remember the Responsible Adult Code of Conduct and Stingrays team values when posting or chatting through the app. Should a complaint as to conduct within the group arise, please direct that to the Head Coach. The Head Coach is a member in the app. Athletes may also utilize GroupMe to communicate, but the functions are limited, and all communications with coaching staff must adhere to all rules in the MAAPP. Notably, an athlete's parent or guardian (responsible adult) must be copied on the communication, and quiet hours must be adhered to.

J Care and Camp J Transport Policy

Transport Responsibility and Safety

The Swim Team tries to facilitate transport to or from Camp and JCare. However, the athlete's responsible adult (RA) still bears the ultimate responsibility for ensuring that the athlete does come to practice, as would the responsible adult of any athlete coming to practice by any other means.

RAs should comply with this responsibility by completing the athlete transport form, which can be found in the appendices. They should specify whether the athlete is to be brought to

or from practice, the athlete's roster group and practice time, and on what days the athlete is attending practice. This form should be sent to the Transport Coordinator and will be kept on file with the J and distributed to both swim team and JCare/camp staff. **Athletes will not be transported to or from practice unless the form is completed and returned to the transport coordinator.**

The RA is responsible for contacting the Head Coach in writing in the event that circumstances change. Submitting a new form is not required if the change occurs during the season. New forms will be required at the beginning of each Camp (summer, winter) and JCare (fall) season.

The Stingrays Transport Coordinator will be primarily responsible for conducting and organizing athlete transport. This staff member will also maintain the list of athletes to be transported, and is the RA's first go-to if they have a planned absence or change in transport request.

The swim team, coaching staff, and other aquatics staff are not responsible for the athlete outside of the scheduled practice time for that athlete. We try to ensure that transport to or from practice will be conducted in a timely manner relative to the athlete's practice time, but this is not always possible.

Because transporting athletes to or from swim practices constitutes in-program travel, all policies adopted by the Stingrays Swim Team, specifically including the Locker Room Monitoring Policy and the Minor Athlete Abuse Prevention Policy, must be complied with during transport. Non-Team-staff noncompliance with these procedures results in immediate invalidation of any Transport form currently on file.

Transport Procedure:

Athletes will be picked up from J Care or Camp at a designated pick-up location by a Stingrays staff member. This staff member must be a coach or non-athlete member of USA Swimming with valid and to-date background checks and certifications. The staff member will escort athletes to the in-building doors of the youth locker rooms, allow them to enter and change, and then meet athletes on the pool-deck doors of the youth locker room. At all times, the staff member will comply with the Locker Room Monitoring Policy and MAAPP. Athletes will be escorted from outside the locker rooms to the pool deck or dryland meet-up spot for practice.

For return to J Care or Camp programming, the procedure above will operate in reverse (athletes will be brought to the pool-deck side of the youth locker rooms, given the opportunity to shower and change, met at the in-building doors as they exit the locker rooms, and then transported back to the designated drop-off location).

Athletes may not change into or out of a swim suit for the purpose of attending swim practice in any location not included in the Locker Room Monitoring Policy (youth locker rooms or inclusive/family facilities located off the pool deck).

ABSENCES (policy for athletes coming from J Care or Camp)

If an athlete will not be attending practice from J Care or Camp on a given day, the RA must provide written notification of this fact to JCare or Camp and the Head Coach 24 hours in advance.

Absence from J Care or Camp does not excuse absence from swim practice. In other words, for any days that your athlete will be absent from both JCare or Camp and swim practice, the Head Coach must still be notified that your athlete will be absent from practice. Notifying J Care or Camp staff does not satisfy this requirement.

Swim Meet Schedule

Swim meets will be posted to the Calendar in Commit as they are added to the calendar.

Swim-Meet Expectations

Swim meets are an opportunity for our swimmers to formally practice the skills they learn and work on every day in a competitive setting. This requires a reinforcement of the engaging, educational, and enjoyable environment we strive to set during our normal practice routine. Because this sport, as any other, is incredibly physically and emotionally taxing, it is important to remain supportive of our athletes throughout the entirety of the meet.

Coaches will walk our swimmers through the meet, even before the meet is to occur. Prior to an upcoming meet, events will be selected collaboratively between the coach and the swimmer for athletes in the Junior and Senior groups, and by the coach alone for athletes in the Pre-competition groups. There is little reason to swim an event that the swimmer is unprepared to do. It is imperative for the swimmers to challenge themselves with races they haven't done often, but to swim an event they are not prepared for at the moment will only result in a distaste for that event and a lull of morale. Our intention as coaches is to challenge our swimmers at practice and enforce an attitude amongst our athletes that they can accomplish what we set out to swim at each meet. Athletes who do not attend the minimum number of required practices may be barred from competing in any or all swim meets.

Performances vary from swimmer to swimmer, and sometimes from event to event for one swimmer, at every meet. Each performance requires sound feedback from the coach. It is important that this feedback comes from the coach for many reasons. "Poor" performances are an amazing opportunity for our swimmers to learn from and should not result in scolding of the swimmer. "Great" performances still require feedback on what an athlete did well and can improve upon.

Sign-up process - The meet coordinator from the host team will send the meet information in advance to the coaches, and it will then be relayed to our swimmers and their families. Families will be given a deadline by which to respond (see procedure below) with whether their swimmers will attend the meet, and if so, which days or sessions. The coaches will then select events for the swimmers (either alone or collaboratively, per the above procedures) and enter the swimmers in the meet. Meet entry fees will be charged to your Commit account and sent to the meet host. There are no refunds for withdrawals past the entry deadline or no-shows at the meet. After receiving confirmation of the entries from the host team, the coaches will send the entries to families and make swimmers aware of what events they will be participating in. Any questions should be directed to the swimmer's coach.

Commit Meet Attendance Declaration - Regardless of whether your swimmer will be attending the meet, RAs must complete the following procedure prior to the deadline for registration:

- Login to your Commit Account
- Go to "Meet Signups" on the landing page
- Select the Meet
- Click on your athlete's name, then select "Yes..." or "No..." in the drop-down menu
- In the "Events" tab, select the events that your swimmer would prefer to swim (note that the coaching staff has the final say in event selection)

- In the “Messages” tab, write any notes you feel the coaching staff should know ahead of time
- If you have more than one athlete, please complete this process for each one

Meet procedures - Swimmers should arrive and be ready to swim at least ten minutes prior to the listed warm-up time for their sessions. Swimmers will be supervised and directed during warm-ups by a Stingrays coach. Swimmers should be aware of their events, including the event number and what heat and lane they are assigned to. Ideally, this information is written on their hand or arm in sharpie. RAs should assist in this process. It is a swimmer’s responsibility to be aware of the meet’s progress and timing. RAs of younger swimmers should assist in this as well. All swimmers must check in with their coach prior to their event and again immediately after their swim. All swimmers must warm down after each event.

Volunteering - (see also, Volunteer Requirements section) RAs can and should participate in volunteer opportunities at swim meets. This sets a good example for the swimmers, and is an opportunity to earn volunteer points, all while being a part of your swimmer’s experience.

Volunteer Policy

Expectations—Volunteer Requirements

The Tucson J Stingrays is a community, and we are made up of more than just our swimmers and coaches. All responsible adults are also participants on the team: we rely on the RAs to support their swimmers and model good sportsmanship and team values. As such, all RAs are expected to participate to some extent with the team, be that through education, volunteering at swim meets, or assisting in fundraising. Athletes' RAs will earn points for each volunteer activity or contribution, and families must earn a certain number of points to remain in good standing for the year. The volunteer year runs from mid-August through July. There are a variety of ways to earn points.

Deadline - All points must be earned by July 31. The cost for not meeting the requirement is \$10 per point not earned. For each point not met, your Commit account will be charged \$10 on August 1. For example, if you are missing 5 points, your account will be charged \$50.

If your athlete leaves the Team prior to the July 31 deadline, your Commit account will be charged for any missing points on the last day of your athlete's last month with the Team, or upon notice of your athlete's leaving the Team, whichever is later. Should your athlete rejoin the Team during that same service-hours year, the charge can be refunded to you so that you can continue earning volunteer points.

100% of proceeds from outstanding volunteer points goes into the Stingrays Scholarship Fund to assist athletes who might not otherwise be able to participate on the Team.

Tracking – All volunteering will be tracked through your Commit account.

- You can check your volunteer hours by logging into your Commit account and visiting the "Service Hours" tab.

If you have any questions about hours tracked, please notify the Head Coach.

General requirement -

- For nuclear-family households, a minimum of 20 points is required.
- For single-RA households, a minimum of 10 points is required.
- For families who only participate April through July, a minimum of 10 points is required.
- For single-RA households who only participate April through July, a minimum of 5 points is required.
- Generally, the Team does not prorate the above obligations. Exceptions may be made in exceptional circumstances.

How to Earn Points *Other volunteer opportunities may arise and be announced by the coaching staff*

- Education
 - Completing *Parent's Guide to Misconduct in Sport (FKA Safe Sport for Parents)*: 6 points (per responsible adult who completes the course); the course can be completed once each year; the course must be completed through the individual's USA Swimming account; please send Certificates of Completion to the Head Coach for point verification
 - Assisting athlete in completing the appropriate Safe Sport training for their age group: 6 points (per athlete who completes the course); the course can be completed once each year; the course must be completed through an RA's USA Swimming account; please send Certificates of Completion to the Head Coach for point verification

- Attending other Safe Sport training: 5 points per hour attended; please verify with the Head Coach that the course you would like to take for credit is eligible for credit prior to completing the course; Certificate of Completion must be sent to the Head Coach
- Viewing Team Presentation recording on the Stingrays MAAPP: 2 points (per RA who watches the presentation)
- Speaking/ presenting at a Team Meeting (Junior and Senior groups): 2 points
- Participation at Swim Meets
 - Timing: 4 points per shift
 - Official: 10 points per meet
 - Bringing snacks, food, or water for athletes: 3 points per meet session
 - Transporting Team tents and supplies to swim meets: 3 points per one-way transport
- Participation in other Team activities
 - Party, Banquet, or other event planning committee: 10 points per event
 - Serving as a liaison to new and prospective families: 10 points
 - Donation of Hot Cocoa for winter practices (Kosher): 1 point per single-serve 8count box
 - Donation of kosher snacks for athletes before/after practice: 3 points per donation of snacks for 10-15 athletes
 - Assistance in making and serving kosher hot cocoa for winter practices: 2 points per day
 - Set-up or clean-up at a Team event: 3 points
 - Timing at a Stingrays mock meet: 3 points
 - Counting laps during Swim-a-Thon: 3 points per 1.5-hour session
 - Serving as a parent chaperone during overnight team travel: 15 points
- Fundraising and Giving
 - Fundraiser-planning committee member: 10 points
 - Help obtain a sponsor: 10 points
 - Participation in a Team fundraiser (Chipotle, Coldstone, etc.): 1-2 points
 - A monetary contribution to the Stingrays of \$10: 1 point
- Referrals
 - Refer a new family to the Team (family must register at least one athlete for at least one month): 3 points per family referred

General Expectations of Participants

Behavioral Expectations of Swimmers, Responsible Adults, and Coaches

We expect all of our team members—including swimmers, responsible adults, coaches, and staff—to exude respect and support for one another, including themselves. Training swimming is more than a process of learning to swim better and faster: it is an opportunity to grow as an individual, function as a member of an organization, and prepare oneself for the many challenges and excitements of the world to come!

Because training any sport can be of high stress and stakes, we understand that there may come times of great physical and emotional discomfort. These situations may manifest in many forms, and we wish to outline some of those here, with the understanding that others may arise and that we are all prepared to handle any situation that comes our way. We believe that to instill the community culture we aim for, all of us must have a vested interest in these matters.

Coaches and Swimmers: The roles of both swimmers and coaches on our team should be understood. The coach is present to provide “eyes on deck” for each swimmer and to encourage swimmers to train to their best ability. This does not mean that the coach has any right to approach the team or its swimmers as a tyrant or with condescension. Swimmers are present to train and improve upon their abilities in the sport. This requires listening to and trusting in the coach’s abilities to provide these essentials. Coaches should feel empowered to speak directly to individual swimmers in cases of misplaced tomfoolery. We want everyone involved on our team to enjoy their time and have fun, but it is important to understand everyone’s stake involved. If any individual is prohibiting others from accomplishing what they set out to, that is an issue. This issue, however, does not require mistreatment in any form or direction. It simply means that if a swimmer is disrupting past a normal, casual level that they may be asked to leave, and after prolonged disruption may be asked to discontinue their membership on the team. The same holds for swimmers who feel their coach is not providing these essentials. They are encouraged to approach the coach and discuss their discontent. All matters such as these should be handled one-on-one and with the utmost respect.

Responsible Adults: Similarly to the aforementioned section on respect, we ask that responsible adults (RAs) treat each other, all swimmers, and coaches with respect. We ask that RAs understand their role on the team, which is to support and encourage each swimmer. It is difficult as a coach to respond to unjustly harsh and negative criticism from a RA or overinvolvement from a RA that steps too far outside their role and into the coach’s, and so we ask that RAs leave coaching to the coaches. However, that is not to say that RAs may not involve themselves in the process of their swimmer’s training. If a RA is concerned with a particular coach’s style, they should write to the coach to set up a meeting to discuss. Any other grievances should be directed to the Head Coach for further discussion. We want all on our team to feel welcome and appreciated and encourage those with concerns to let us know so we can foster the best environment for our team! Remember, we are all here to support your swimmers in their training and character development.

Abnormalities - All abnormal situations will be reconciled on a case-by-case basis.

Swimmer Injuries and Physical Pain

If a swimmer experiences physical pain, outside of the realm of soreness, they should promptly inform their coach and ask for advice. The swimmer who is in pain knows best if they are in a position to continue training or not and should act in their best interest and at their discretion. In the case of a swimmer announcing any physical ailment, the RA should be notified and a visit to a physician/physical therapist will be recommended. The coach should not force a swimmer in physical pain or discomfort to continue training, and the swimmer should feel empowered to make a decision on their own behalf. Also, the coach may suspend the swimmer in physical pain from continuing training until checked by a medical professional as to prohibit further injury or complication.

Absences and Unexcused Absence Policy

Where attendance requirements are noted as mandatory by the use of language such as “must attend” in the Expectations section for each roster group, the number of practices listed there should be treated as a requirement to attend. Where there is no such language, the expectation should be treated as an expectation. The Head Coach has the authority to excuse absences, regardless of whether the attendance is expected or required.

Absences may be excused for a variety of reasons, including non-routine medical appointments, illness, religious commitments, other sports practices or extracurricular activities, and family travel. Absences due to recurring weekly appointments, recreational activities, and other items are not likely to be excused.

In order for the absence to be excused, it must be communicated in writing to the Head Coach and the on-deck coach for the athlete's group at least 24 hours in advance.

An excessive number of unexcused absences may result in an athlete being barred from competing in select meets or in other disciplinary action.

Check-In Policy

If you are a member of the J, you must check in at the desk prior to coming to the pool.

For those of you who enter the J as a family, it is sufficient to have one person come to the desk to check in for all athletes who are there from your household. You do not need to inform the person at the desk that you are there for swim team. **If you are a guest of the J, you may proceed directly to practice, and the coach on deck will check your athlete in at the time their practice starts.**

This policy is in place so that we can keep track of who has entered the premises and for the safety of all of our users. We appreciate your cooperation.

The J's policy is that all kids under age 11 and under 6th grade must be supervised during their entire visit at the J. **This means that any athletes under the age of 11 must be walked to and from practice by their responsible adult or the person who is dropping them off.** As a program of the J, the Stingrays require all participants to follow that policy. Additionally, the Stingrays Responsible-Adult Code of Conduct requires that all athletes be supervised by a RA outside of practice times, including before practice and while waiting for rides.

Behavior Management and Disciplinary Action

The Tucson J Stingrays Swim Team strives to provide a safe, well supervised, and fun experience to all of its participants. RAs will communicate and work with coaching staff regarding behavior management and behavior modification plans.

Rules are often set as group expectations, and coaches reinforce those expectations with the athletes through regular, positive reinforcement. Examples include keeping hands to ourselves, being respectful of coaches and teammates, etc.

Athletes who behave appropriately and those who respond to corrective cues will be positively encouraged and reinforced with verbal reinforcement such as, "Jon is doing such a good job waiting quietly at the end of his lane..."

Discipline usually proceeds pursuant to the Team procedures for disciplinary action. The inappropriate behavior is discussed with the child and the coach and child discuss ways to avoid repeating the behavior. If negative behavior persists, RAs are consulted.

Behavioral issues will most likely, though not always, be handled pursuant to the following procedures for disciplinary action:

The coaches should be notified of any problems or concerns with swimmers, coaches, or RAs.

Disciplinary action procedures for athletes proceed in the following manner:

1. Two verbal warnings from the coach
2. On a third verbal warning, the swimmer will be asked to move lanes (if this could resolve the problem), or the swimmer will be asked to observe practice from the pool deck
3. The swimmer will be excused from practice and the head coach will contact the swimmer's RAs.

Recurring offenses: Recurrent bad behavior will be dealt with as necessary, including meetings with coaches and RAs, suspension, or dismissal from the team.

Aggressive Physical Contact

Whenever there is what we call "aggressive physical contact" from an athlete, that athlete will be immediately removed from practice and the RA will be asked to come pick up their athlete. Aggressive physical contact is any physical contact that was intended to cause harm or was the result of frustration in an aggressive manner. Physical or sexual contact need not actually be made with another athlete. Aggressive physical contact also includes intentional contact of a sexual nature; such contact need not be intended to cause or actually cause harm. The removal of this individual from practice is to illustrate the zero tolerance we have for physical and sexual violence and for the safety of all in our program.

Tucson J Stingrays Swim Team Athlete Code of Conduct

All people participating in association with the Tucson J Stingrays Swim Team, including athletes, are responsible for upholding the Team's values at swim meets, practices, gatherings, and anytime they wear team gear. The purpose of a code of conduct for athletes is to establish a consistent expectation for athletes' behavior.

For health and safety reasons, I agree to abide by the following rules:

- Swimmers under driving age will not be allowed to leave practice early without prior notification via email to the swimmer's coach. Swimmers who drive themselves to practice must inform the coach before practice if they need to leave practice early.
- Swimmers may not wait outside the Tucson J facility for their responsible adults (RAs). Swimmers must wait in the café area until their RA has arrived.

By signing this code of conduct, I also agree to the following statements:

- I will respect and show courtesy to my teammates and coaches at all times.
- I will demonstrate good sportsmanship before, during, and after all practices, meets, and other swim team gatherings.
- I will set a good example of behavior and work ethic for my younger teammates.
- I will be respectful of my teammates' feelings and personal space. Swimmers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be excused from the practice or meet immediately and will be faced with consequences as determined by the coaching staff.
- I will attend the required/expected minimum weekly number of practices for my group, all team meetings, and all swim meets, unless I am excused by my coach.
- I will be on time and ready to get in the water at the time my practice or swim meet is scheduled to start.
- I will bring all required equipment to every practice.

- I will abide by the team dress code and uniform policy at all practices and swim meets.
- At swim meets, I will report to my coach before and after every race. I will be behind the blocks prior to my race.
- I will not attend other swim team's practices or other swimming instruction, including Masters' Swimming practices, without the approval of my coach. Participation in an SAAA only team during summer months, with prior notification to the TJCC Head Coach, is permissible so long as I attend the expected minimum number of weekly practices and team meetings for my group **with the Stingrays**. Attendance at any other team's practices or meets does not count toward the expected minimums for the Tucson J Stingrays.
- I will not enter the water if I am ill with a contagious virus or have a severe open wound.
- If I am injured at practice or a swim meet, I will immediately report the injury to my coach.
- I will show respect for all facilities and other property (including locker rooms) used during practices, competitions, and team activities.
- I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal.
- If I disagree with a coach, I will first discuss the problem with my coach. If the problem cannot be resolved, my RA or I will take the issue up with the head coach, who will help to resolve any issues.
- If I disagree with an official's call, I will talk with my coach and not approach the official directly.
- I will obey all of USA Swimming's rules and codes of conduct.

I understand that if I violate this code of conduct, I will be subject to disciplinary action determined by my coaches.

[Athlete and RA Signatures are required to be kept on file with the Team by submitting a Handbook and Policy Acknowledgement form electronically or in hard copy.]

Tucson J Stingrays Swim Team Responsible-Adult Code of Conduct

The purpose of a code of conduct for responsible adults (RAs) is to establish consistent expectations for behavior by RAs. All people participating in association with the Tucson J Stingrays Swim Team, including RAs, are responsible for upholding the team's values at swim meets, practices, gatherings, and anytime they wear team gear. Additionally, the Stingrays encourage all RAs to strive for greatness as RAs. This includes providing positive support for athletes and not acting as a coach, being a positive influence and cheerleader at all times, watching them compete, bringing them to practice on time, feeding them appropriately, and being attentive to their overall wellbeing. RAs with concerns about their swimmer should contact the coaching staff in private. RAs should abide by the team policies and the USA Swimming Code of Conduct at all times.

For health and safety reasons, I agree to abide by the following rules:

- Swimmers under driving age will not be allowed to leave practice early without my prior notification via email to the swimmer's coach.
- I will supervise non-swimming siblings during my swimmer's practice to ensure compliance with rules at the pool. I will also supervise non-swimming children if they attend any USA Swimming-sanctioned activity.
- I will regularly remind my swimmers of the Tucson J rules and policies and general pool rules at swim meets or other facilities.
- I will inform the coach of other activities my child participates in that involves rigorous physical activity, especially any other swimming-related or weight training activity. This rule is in place to prevent injury, exhaustion, and illness.
- I will pick my swimmer up promptly after practice. I understand my child must be supervised at all times outside of practice, including before practice and while waiting for rides.

As a RA, I understand the important growth and developmental support that my child's participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- I will set the right example for our athletes by demonstrating sportsmanship and showing respect and common courtesy at all times to the team members, coaches, competitors, officials, RAs, and all facilities.
- I will get involved by volunteering, participating in fundraising, observing practices, cheering at meets, and talking with my child and their coach about their progress.
- I will fulfill my Volunteer Obligations set forth in the Team Volunteer Policy.
- I will get involved by communicating with my swimmer's coach either after practice, via email, or during a scheduled meeting. I will refrain from communicating with coaches during practice.
- I will support my swimmer in attending practice regularly.
- I will refrain from coaching my child or other teammates at practices or meets (from the stands or any other area), and I will refrain from interfering with coaches on the pool deck. Swimming concerns should be positively communicated to the coaching staff.
- I will not address my swimmer or interrupt during practice unless for an emergency or immediate safety concern. This behavior is disruptive to the entire group. During practice, I will wait a minimum of FIFTEEN feet from the pool edge and may observe practice from there.

- I understand that criticizing, name-calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- I will respect the integrity of the officials.
- I will direct my concerns first to Head Coach Evan Holt; then, if not satisfied, to the appropriate supervisor.

I understand the above expectations and that my failure to adhere to them may result in disciplinary action.

[RA Signatures are required to be kept on file with the Team by submitting a Handbook and Policy Acknowledgement form electronically or in hard copy.]

Tucson J Stingrays Swim Team Coach Code of Conduct

The Tucson J Stingrays coaching staff style and mentality is based on standards held by the Tucson JCC, USA Swimming, Arizona Swimming, and the Stingrays Swim Team itself. It is important that all swimmers experience a range of coaching styles that are based on consistent mechanics and training models. Coaches should provide a positive, safe, and friendly environment for athletes and nonathletes alike. Coaches should strive to ensure all participants, including coaches, swimmers, and athletes' responsible adults, are following the Team policies and codes of conduct.

The purpose of this code of conduct is to establish common expectations for all members of the coaching staff of the club. It is to be used as a guide to promote a positive team environment and good sportsmanship. Coaches should:

- At all times, adhere to USA Swimming's rules and code of conduct.
- At all times, be a coach, nonathlete member of USA Swimming, registered with TJCC-AZ.
- Set a good example of respect and sportsmanship for participants and fans to follow.
- Act and dress with professionalism and dignity in a manner suitable to their profession.
- Respect officials and their judgment and abide by the rules of events.
- Treat opposing coaches, participants, and spectators with respect.
- Instruct participants in sportsmanship and demand that they display good sportsmanship.
- Coach in a positive manner and do not use derogatory comments or abusive language.
- Win with humility and lose with dignity.
- Treat every athlete fairly, justly, impartially, intelligently, and with sensitivity.
- Always place the well-being, health, and safety of swimmers above all other considerations, including developing performance.
- Continue to seek and maintain their own professional development in all areas in relation to coaching and teaching children.
- Always maintain a professional separation between coach and athlete.

Any complaints of a coach violating this code of conduct will be brought to the attention of the appropriate supervisor.

[Coaches Signatures are required to be kept on file with the Team.]

Coach's signature

Printed Name

Date

Tucson J Stingrays Swim Team Grievance Procedure

The Tucson J Stingrays Swim Team Grievance Procedure provides athletes, their responsible adults, coaches, and TJCC leaders and employees a system to address and report grievances in a productive, systematic way. Following these procedures and policies allows the appropriate parties to properly investigate, intervene, and take disciplinary action when needed.

Where to Report:

For issues dealing with sexual misconduct, sexual harassment, and/or sexually explicit or inappropriate communication through social media: • U.S. Center for Safe Sport: 833-5US-SAFE (833-587-7233)

For issues dealing with physical abuse, emotional abuse, criminal charges, and the use, sale, or distribution of illegal drugs:

- USA Swimming Safe Sport: safesport@usaswimming.org

For issues dealing with known or suspected child abuse:

- Pima County Sheriff's Department: 520-88-CRIME (520-882-7463) or 88crime.org
- Tucson Police Department: 520-791-4444
- Arizona Child Abuse Hotline: 1-888-SOS-CHILD (1-888-767-2445)

For issues dealing with peer-to-peer bullying, coach-athlete bullying, responsible-adult issues, violations of the Tucson J Stingrays Swim Team Codes of Conduct, and violations of the Minor Athlete Abuse Prevention Policy (MAAPP):

- *Regarding athlete conduct, contact the athlete's lead coach*

If an athlete's responsible adult or other swimmer feels another athlete's conduct is inappropriate or violates the Tucson J Stingrays Swim Team Athlete Code of Conduct or other policy, the RA/swimmer should discuss the concerns with the coach of the swimmer responsible for the violation. This complaint should be made in person or in writing. The coach will ensure the Head Coach is notified, and the coaches will work as a team to assess behavior and address the violation.

- *Regarding Assistant Coach conduct, contact the Head Coach*

If a responsible adult or athlete feels an assistant coach's conduct is inappropriate or violates the Tucson J Stingrays Swim Team Coaches Code of Conduct or other Club policy or procedure, the RA/athlete should discuss the concerns with the Head Coach. This complaint should be made in person or in writing.

- *Regarding Head Coach conduct, contact the Aquatics Director,*

If a responsible adult or athlete feels the Head Coach's conduct is inappropriate or violates the Tucson J Stingrays Swim Team Coaches Code of Conduct or other Club policy or procedure, the RA/athlete should discuss the concerns with the Aquatics Director, Mallory Shenker. This complaint should be made in person or in writing.

- *Regarding responsible-adult or official conduct, contact the Head Coach*

If a responsible adult or athlete feels a responsible adult or official's conduct is inappropriate or violates the Tucson J Stingrays Swim Team Responsible-Adult Code of Conduct or other Club policy or procedure, the RA/athlete should discuss the concerns with the Head Coach. This complaint should be made in person or in writing.

- *Regarding (noncoach) TJCC employee conduct, contact the Wellness Director*

If a responsible adult or athlete feels any noncoach, TJCC employee's conduct is inappropriate or violates a Tucson J Stingrays policy or procedure, the RA/athlete should discuss the

concerns with the Tucson J Wellness Director. This complaint should be made in person or in writing.

When to Report

Unless the issue or violation deals with the immediate health and safety of athletes, all matters should be discussed before or after a coaching session. In other words, coaches are not expected to deal with these issues during practice.

How Grievances Will Be Handled

The Head Coach has the authority to implement and enforce policies and procedures and to impose penalties for violations of the Tucson J Stingrays Swim Team Athlete, RA, or Coach Codes of Conduct, any other Club policies, and any behavior they deem not conducive to the best interests of the Team or other swimmers. Consequences are at the sole discretion of the coaches and may include, but are not limited to, verbal warnings, dismissal from practice, contacting responsible adults, temporary suspension, and expulsion. Involved parties will be informed of the processes and range of potential consequences. The U.S. Center for Safe Sport, USA Swimming, and local law enforcement (if applicable) will be contacted within 24 hours if a coach, responsible adult, or swimmer violates the Safe Sport Code for the U.S. Olympic and Paralympic Movements, the USA Swimming Code of Conduct, Athlete Protection Policy, or local laws.

1. Information Gathering and Investigation: The appropriate individuals will contact the person who filed the grievance and the person against whom the grievance is filed to ask questions about what happened. Other witnesses may be contacted for more information. Summaries of information gathered will be recorded in writing.
2. Assessment: The behavior of the person(s) against whom the grievance was brought will be assessed using team policies and facility rules, the USA Swimming Code of Conduct, USA Swimming Safe Sport policies, and applicable local and state laws.
3. Action: Disciplinary action will be taken if appropriate. The consequences and disciplinary action will be decided based on the following general guidelines:
 - a. Nature of the misconduct
 - b. Severity of the misconduct
 - c. Prior disciplinary actions
 - d. Adverse effect of the misconduct
 - e. Application of the Codes of Conduct and other Team policies

Safe Sport

The Tucson J Stingrays Swim Team is seeking Safe Sport Recognition. USA Swimming has a Safe Sport program that is centered around abuse prevention and athlete protection. For more information on the program, please visit [the USA Swimming Safe Sport webpage](#).

Safe Sport recognized Clubs have implemented a variety of policies and procedures aimed at abuse prevention. The Stingrays are committed to adopting any policies and procedures that achieve these ends. Additionally, athlete safety is our top priority, and so the Team encourages all responsible adults and athletes of an appropriate age to complete Safe Sport training. Please visit our training page to find links to the training courses.

Tucson J Stingrays Swim Team Photography Policy

Purpose

There has been much talk about whether it is safe to have images taken of children participating in sports. While the great majority of images are appropriate and are taken in good faith, it is a fact that images can be misused and children can be put at risk if common-sense procedures are not observed.

Policies

1. The publishing of a photograph of swimmer under 18 either on a notice board or in a published article or video recording (including video streaming) of swimming competitions and practices ("publication") should only be done with responsible adults' written consent. Any photo that may go to press or on a notice board, be it through a member of the Team or official photographer, should receive caregiver consent before publishing/displaying the photo, preferably in writing.
2. A responsible adult has a right of refusal to have children photographed. The exercise of this right of refusal cannot be used as grounds for refusing entry into a swimming competition. To exercise this right, the responsible adult must complete the attached form and return it to the Club's Safe Sport Coordinator.
3. In the case of open meets and other competitions where the host club has an official photographer present, all responsible adults attending will be made aware of this in the distributed meet information. If photos are to be published anywhere, the individual responsible adult will be given the opportunity to withhold their consent. Their right to do so will be specifically drawn to their attention.
4. All photographs must observe generally accepted standards of decency. In particular:
 - Action shots should be a celebration of the sporting activity and not a sexualized image in a sporting context.
 - Action shots should not be taken or retained where the photograph reveals a torn or displaced swimsuit.
 - Photographs should not be taken from behind swimming blocks at the start of a race or exhibit a child climbing out of the swimming pool.
 - Photographs should not be taken in locker rooms or bathrooms.
5. Coaches may, at times, photograph or take video recordings of swimmers to show to them to allow for review of technique or performance. These photographs and videos will not be taken without the swimmer's prior notification and consent, and they will be shown to the swimmer during or after the practice session during which they were taken. The photograph or video will be preserved in the athlete's file for viewing by only the athlete, the athlete's responsible adults or guardians, and the coaching staff. If responsible adults would like to view the photographs or videos, they may request to do so by contacting the athlete's coach. The coach will then set up a time for the material to be reviewed with the responsible adult and the athlete.
6. Responsible adults may not take photographs or videos during practice without the athlete's and coach's approval.

Photography Consent Form

Signing the Handbook and Policies Acknowledgement Form (found at the end of the Handbook or required as part of Commit registration) indicates a general consent to the Photography Policy. If you would like to opt out of certain consents, please complete the Photography Consent Form and return it to the Head Coach. The Form can be found toward the end of the Handbook.

Tucson J Stingrays Locker Room Monitoring Policy

Purpose

The following guidelines are designed to maintain personal safety, privacy, and comfort of program participants and their support networks, as well as to reduce the risk of misconduct in locker rooms and changing areas.

This policy is in effect for and during Tucson J Stingrays team activities. When the Team is not conducting Team activities (including but not limited to practices, meets, and other events), the general locker room policies of the Tucson J are in effect.

Facilities

The following is a description of our practice facility to allow athletes and their families to plan their use:

- We practice at the Tucson JCC
- This location has adult locker rooms and youth locker rooms. Both facilities are shared with other users at the J.
 - Adult locker rooms are for adults (18+). Athletes under the age of 18 are not allowed to use these facilities, even if accompanied by an adult during swim team activities.
 - Youth locker rooms are for 17 and under users. Adults are not permitted in these locker rooms unless the requirements set forth in this policy and in the MAAPP are satisfied.
 - Gender-inclusive family restrooms with showers (2). These spaces are open to adults and youth of any gender identity, and each space has a toilet, sink, shower, and changing area. The doors to these rooms lock from the inside.

Entrance Into and Use of Facilities by Athletes' Responsible Adults

We ask that all athletes' responsible adult(s) refrain from entering youth locker rooms and changing areas absent emergency circumstances. If an athlete needs assistance changing into or out of a swimsuit or using the bathroom, the athlete and their responsible adult may use the inclusive restroom/shower space. Athletes' responsible adults may not enter the youth locker room for this purpose.

If an athlete needs assistance with their uniform or gear, then we ask that responsible adults let the coach know beforehand that they will be helping the athlete in the family changing rooms.

Facility Monitoring

The Tucson J Stingrays Swim Team has staggered practices, with different groups arriving and departing throughout the day. It is therefore not practical to constantly monitor locker rooms and changing areas over this extended course of time.

While we do not post staff, coaches, responsible adults, or other adults inside or at the doors of the locker rooms and changing areas, we do make occasional sweeps of those areas. A locker room or changing area sweep typically consists of entering through one door of the facility, walking through, and exiting the other door. Sweeps are random and sporadic but generally occur at or shortly after a group's practice start-time, before all practices, and at the end of the practice day. Same-gendered coaches and J staff conduct these sweeps. Coaches make every attempt to conduct sweeps in pairs and will knock on the door and announce their presence before entering youth locker rooms.

Coaches of any gender identity may enter either youth locker room to assist in the case of an emergency.

Coaches and staff make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, we will check on the athlete's whereabouts.

Use of Cell Phones and Other Mobile Recording Devices

Cell phone and other mobile devices with recording capabilities, including voice recording, still cameras, and video cameras, increase the risk for different forms of misconduct in locker rooms and changing areas. The USA Swimming Athlete Protection Policies prohibit the use of such devices in the locker rooms or other changing areas:

305.3 Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms, or locker rooms.

Tucson J Stingrays Swim Team Anti-Bullying Policy and Action Plan

USA Swimming member clubs are required to establish their own anti-bullying policy. The Tucson J Stingrays Swim Team adopts the USA Swimming model policy. Club anti-bullying policies should be reviewed with and agreed to by all athletes, responsible adults, coaches, and other non-athlete members of the club.

The Tucson JCC and the Stingrays Swim Team is committed to providing a safe, nurturing, environment for both our children and staff. We feel strongly that bullying is unacceptable. Our programs will not tolerate any behavior which is emotionally or physically harmful to a child or staff member.

Action Plan of the Tucson J Stingrays Swim Team to Address Bullying

PURPOSE

Bullying of any kind is unacceptable at the Tucson J Stingrays Swim Team (the "Team") and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Team is committed to providing a safe, caring, and friendly environment for all of our members. If bullying does occur, all athletes and responsible adults should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach or athlete/mentor.

Objectives of the Team's Anti-Bullying Policy and Action Plan:

1. To make it clear that the Team will not tolerate bullying in any form.
2. To define bullying and give all coaches, responsible adults, and athletes a good understanding of what bullying is.
3. To make it known to all responsible adults, athletes, and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that the Tucson J Stingrays Swim Team takes bullying seriously and that all athletes and responsible adults can be assured that they will be supported when bullying is reported.

WHAT IS BULLYING?

Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress.

Bullying is the severe or repeated use, regardless of when or where it may occur, by one or more USA Swimming members of an oral, written, electronic, or technological expression, image, sound, data, or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member or participating nonmember that to a reasonably objective person has the effect of

- Causing physical or emotional harm to the other member or damage to the other member's property;
- Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- Creating a hostile environment for the other member at any USA Swimming activity;
- Infringing on the rights of the other member at any USA Swimming activity; or

- Materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

REPORTING PROCEDURE

An athlete who feels that they have been bullied is asked to do one or more of the following things:

- Talk to their responsible adults;
- Talk to a Team Coach or other designated individual;
- Write a letter or email to the Team Coach or other designated individual;
- Make a report to the USA Swimming Safe Sport staff

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate team leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

HOW WE HANDLE BULLYING

Our bullying prevention method is a 4-step process. The first and most important step of bullying prevention is the positive environment. This includes creating an environment of positive interactions and involvement and demonstrating caring and support equally to all children. The remaining three steps are: setting rules, enforcing rules, and being authoritative.

Through the authoritative approach we set limits, elicit maturity, relate with warmth, and influence behavior with rational conversation and explanation of the reasons for rules.

If bullying is occurring during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps:

1. Intervene immediately. It is okay to get another adult to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.

If bullying is occurring at our Team or it is reported to be occurring at our Team, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following approach:

FINDING OUT WHAT HAPPENED

1. **First, we get the facts.**
 - a. Keep all the involved children separate.
 - b. Get the story from several sources, both adults and kids.
 - c. Listen without blaming.
 - d. Don't call the act "bullying" while you are trying to understand what happened.
 - e. It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves social bullying or cyberbullying. Collect all available information.

2. **Then, we determine if it's bullying.** There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else.
 - a. Review the USA Swimming definition of bullying;
 - b. To determine if the behavior is bullying or something else, consider the following questions:
 - i. What is the history between the kids involved?
 - ii. Have there been past conflicts?
 - iii. Is there a power imbalance? Remember that a power imbalance is not limited to physical strength. It is sometimes not easily recognized. If the targeted child feels like there is a power imbalance, there probably is.
 - iv. Has this happened before? Is the child worried it will happen again?
 - c. Remember that it may not matter “who started it.” Some kids who are bullied may be seen as annoying or provoking, but this does not excuse the bullying behavior.
 - d. Once you have determined if the situation is bullying, support all of the kids involved.

SUPPORTING THE KIDS INVOLVED

3. Support the kids who are being bullied

- a. Listen and focus on the child. Learn what’s been going on and show you want to help. Assure the child that bullying is not their fault.
- b. Work together to resolve the situation and protect the bullied child. The child, responsible adults, and fellow team members and coaches may all have valuable input. It may help to:
 - i. Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. They are not at fault and should not be singled out. For example, consider rearranging lane assignments for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.
 - ii. Develop a game plan. Maintain open communication between the Team and responsible adults. Discuss the steps that will be taken and how bullying will be addressed going forward.
- c. Be persistent. Bullying may not end overnight. Commit to making it stop and consistently support the bullied child

4. Address bullying behavior

- a. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- b. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.
- c. Work with the child to understand some of the reasons they bullied. For example:
 - i. Sometimes children bully to fit in or just to make fun of someone who is a little different from them. In other words, there may be some insecurity involved.
 - ii. Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They also may have been bullied. These kids may be in need of additional support.
- d. Involve the kid who bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:
 - i. Write a letter apologizing to the athlete who was bullied.
 - ii. Do a good deed for the person who was bullied, for the Team, or for others in your community.
 - iii. Clean up, repair, or pay for any property they damaged.
- e. Avoid strategies that don't work or have negative consequences:

- i. Zero tolerance or “three strikes, you’re out” strategies don’t work. Suspending or removing from the team swimmers who bully does not reduce bullying behavior. Swimmers may be less likely to report and address bullying if suspension or getting kicked off the team is the consequence.
 - ii. Conflict resolution and peer mediation don’t work for bullying. Bullying is not a conflict between people of equal power who share equal blame. Facing those who have bullied may further upset kids who have been bullied.
 - f. Follow-up. After the bullying issue is resolved, continue finding ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.
5. **Support bystanders who witness bullying.** Every day, kids witness bullying. They want to help, but don’t know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening.
- a. Be a friend to the person being bullied;
 - b. Tell a trusted adult – your responsible adult or coach;
 - c. Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. “Let’s go, practice is about to start.”
 - d. Set a good example by not bullying others.
 - e. Don’t give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

Photography Consent Form

The Tucson J Stingrays Swim Team may wish to take photographs (individual and in groups) of Team athletes that may include your child during their membership in the club. All photos will be taken and published in line with club policy. The Team requires consent to take and use photographs.

Responsible Adults have a right to refuse agreement to their child being photographed.

As the adult responsible for _____, I allow the Tucson J Stingrays Swim Team to:

- Take photographs to use on the Team's website
- Consent given
- Consent refused

- Take photographs to include with newspaper (online or print) articles
- Consent given
- Consent refused

- Take photographs to use on the Team Instagram account
- Consent given.
- Consent refused

- Take photographs or video for training purposes only
- Consent given
- Consent refused

Signed: _____

Printed Name: _____

Dated: _____

Please return this form to: Coach Evan Holt

Tucson J Stingrays Swim Team Handbook and Policies Acknowledgment

I acknowledge that I have received, read, and fully understood the Tucson J Stingrays Swim Team Handbook, Minor Athlete Abuse Protection Policy (MAAPP), Photography Policy, and Anti-Bullying Policy and Action Plan, and/or that the Policies have been explained to me or my family. I agree to abide by all rules and policies set forth therein, and I acknowledge that this compliance is a condition of my membership with the Tucson J Stingrays Swim Team (a USA Swimming member club).

By signing this form, I also agree that I understand the expectations set forth in the RA and Athlete Codes of Conduct, and that my failure to adhere to them may result in disciplinary action. Finally, I agree that a signature on this form represents a general consent to the Stingrays Photography Policy; I have noted any refusals to the Photo Policy by completing and returning a Photo Consent Form.

Responsible Adult One's signature

Responsible Adult Two's signature

Printed Name

Printed Name

Date

Date

Athlete One's signature

Athlete Two's signature

Printed Name

Printed Name

Date

Date

Athlete Three's signature

Athlete Four's signature

Printed Name

Printed Name

Date

Date

J Care/Camp J Transport Form

The Tucson J Stingrays Swim Team would like to facilitate families' desire to take advantage of the many programs the J has to offer. This includes Camp J and J-Care.

Responsible Adults bear the ultimate responsibility of ensuring their athletes attend practices and can fulfill this responsibility by completing the following form and returning it to the Stingrays Transport Coordinator. Athletes will not be transported without this form on file.

Should any fixed change in circumstances arise (for example, a practice-time change or a change in roster group) within the season, please notify the Stingrays Transport Coordinator and Head Coach in writing.

Athlete's Name: _____

Athlete's Roster Group: _____

Please select the days of the week your athlete should be transported to or from practice:

- | | | |
|--------------------------|-----------|--------------|
| <input type="checkbox"/> | Monday | Times: _____ |
| <input type="checkbox"/> | Tuesday | Times: _____ |
| <input type="checkbox"/> | Wednesday | Times: _____ |
| <input type="checkbox"/> | Thursday | Times: _____ |
| <input type="checkbox"/> | Friday | Times: _____ |

Camp only: please list the weeks your athlete will be in Camp: _____

Additional Notes:

Signed: _____

Printed Name: _____

Dated: _____

Please return this form to: Stingrays Transport Coordinator or Head Coach Evan Holt