



**North Delta Sunfish Swim Club**

[www.northdeltasunfish.ca](http://www.northdeltasunfish.ca)

# **PARENT HANDBOOK 2018**



**The North Delta Sunfish Swim and Water Polo Club gratefully acknowledges the support and financial assistance of the Province of British Columbia**



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## INTRODUCTIONS

### **WELCOME TO THE 48<sup>RD</sup> SUNFISH SUMMER SEASON!**

The North Delta Sunfish Summer Swim and Water Polo Club is a nonprofit, parent run, competitive summer swim and water polo club that have an intensive training season from May to mid August. The swimmers are coached in stroke development and improvement, endurance, meet procedure and are encouraged to participate in swim meets. Water polo players are coached the rules and structure of the game and are encouraged to participate in games and tournaments. Synchronized swimmers are taught the fundamentals so as to perform figures and entertaining routines.

The disciplines we offer have many benefits, among which are the people you and your child will meet. The camaraderie among athletes is unique; many water buddies become life-long friends.

In addition to being around good people, our aquatic activities provide some of the most beneficial forms of exercise for cardiovascular and overall fitness. The exercise can be enjoyed throughout one's life.

Possibly the greatest benefits of participating in an organized aquatic program are the life skills your child will develop. These skills include time management, self discipline and sportsmanship. Your child will reap the benefits of swimming long after their participation ends.



## ABOUT OUR CLUB

### *History*

The North Delta Sunfish Summer Swim Club began way back in 1970. The original name was the "North Delta Summer Swim Club. The club's original logo was designed by a club swimmer & high school student named Russell Morris. The theme of the logo depicted 2 fish on either side of the smiling sun. This was in keeping with the Municipality of Delta's sun emblem identity!

Mr. Al Collins, a retired RCAF airman donated his time to start the club in the spring of 1970. The club started with 97 swimmers from 67 families from the residential neighborhood near the North Delta Outdoor Pool (NDOP). Competitive Swimming was offered since 1970 & Diving was offered in 1982. Synchronized swimming was briefly offered in the 1990's. Water Polo began in 2005.

### *Club Structure*

The Sunfish Swim Club is a member of the British Columbia Summer Swim Association (BCSSA), a Provincial body that governs the eight competitive summer swim zones. Our region is Fraser South and includes the following Swim Clubs: Boundary Bay Bluebacks, Cloverdale Tritons, Ladner Stingrays, Richmond Kigoos, Surrey Sealions, White Rock (WRASA), Crescent Beach, Surrey Orcas Water Polo Club & Pacific Wave Synchronized Swim Club.

### *Club Philosophy*

The focus of the club is to develop swimmers and players with excellent technique, traits of good sportsmanship and team spirit, and to create a positive environment for friendships to develop between athletes. We want to expose all the athletes to the complete range of experiences that summer Swimming, Water Polo and Synchronized Swimming have to offer. The club provides a positive atmosphere that focuses on personal growth. We try to emphasize effort and improvement and not winning. A priority of the club is to foster a passion for swimming and water polo, and to create an atmosphere of fun while learning to be competitive. **The emphasis is on fun.** The competitive skills learned at Sunfish are essential life skills that benefit athletes not only in the pool, but also in other areas of their lives. These skills include:

- **Character Development** through commitment, hard work, and perseverance;
- **Striving for Excellence** through the achievement of best times, ribbons, medals, and trophies;
- **Sportsmanship** from learning skills for successful teamwork, as well as learning to handle winning as well as losing gracefully
- **Building of Community** by learning to build strong and lasting friendships as well as learning to create a sense of "family" within the club;
- **Active Lifestyle** through the promotion of health and fitness as a part of everyday life.

Sunfish also organizes several social events throughout the season for both parents and athletes. These events help foster team unity as well as provide opportunities for just having fun! Sunfish has a warm family atmosphere that not only encourages but also draws parents to become actively involved in the club alongside their children.

### ***Sunfish Vision***

To create a supportive team and family environment where each individual:

- Is challenged to meet their full potential;
- Treats others with respect;
- Is introduced to the environment of competitive swimming and to the game of water polo;
- Is taught the skills required for racing, playing the game of water polo, and performing figures and routines;
- Is encouraged to attain his or her own personal best achievement in a fun and friendly environment; and
- Has fun in competitive competition.

## NEW SUNFISH PARENTS & FAMILIES

You are beginning your first, of what we hope, will be many summer seasons with the Sunfish. The first couple of weeks can be overwhelming. We have all been through it and we hope that the information in this handbook will help you be prepared and know what to expect. If you have any further questions, please don't hesitate to ask any of the coaches, club board members, or "experienced" parents around the pool deck!

One of the first things you need to know is "When and how can I talk to my child's coach?" Coaches are always available few minutes after practice on the edge of the deck.. Feel free to introduce yourself or bring up any questions or concerns you may have.

If you can't make it to the pool you can always email the coaches. You can usually expect a reply to your email within 24 hours.

Please DO NOT attempt to speak with a coach while he or she is on deck coaching. This is very disruptive to the practice sessions. If you have any concerns that you do not feel comfortable discussing with your child's coach you can always talk to the Head Coach, VP of Coaching, or the Club President.

See the Contact Us page on the Sunfish Website at [www.NorthDeltaSunfish.ca](http://www.NorthDeltaSunfish.ca) for a list of contacts.





### PARENT EXPECTATIONS & REQUIREMENTS

We hope that parents participate in both team and club activities. We believe this adds to club cohesion and builds special bonds. Parents that support the coaches, opposing team members, the team, the officials and their own children are positive role models. The children become better athletes and citizens modeling on these behaviors.

Moreover, the Sunfish Swim Club cannot function without the fantastic efforts of our parents. Each discipline we offer require the ongoing support of all of our parents. We thank you in advance for your help.

The club expects that parents will do the following:

- Provide emotional and moral support for their children;
- Ensure athletes arrive to the pool on time for practices and competitions;
- Work with the coaches to stress the importance of personal best and personal improvement;
- Leave the coaching to the coaches, who have experience and qualifications necessary to create a positive, competitive and fun experience for all athletes;
- Read the email communications;
- Communicate with the coaches on a regular basis and voice concerns at an appropriate time;
- Volunteer your time to help out with the club activities and operations. This is a requirement of your membership in the club. Please see the "Volunteer Opportunities and Requirements" section in this handbook;
- Participate in Fundraising activities;
- Follow the "Parent Code of Conduct" included in this handbook.



## YOUR CHILD'S ROLE AS AN ATHLETE

The Sunfish Swim Club Executive would like the summer swim season to be a fun, safe, and rewarding experience for all participants. The following guidelines should be kept in mind:

- Attend practices;
- Respect and cooperate with your coaches;
- Work to the best of your ability to improve your swimming and water polo skills;
- Display good sportsmanship;
- Show respect for officials and pool staff;
- When traveling, exhibit good behavior and a positive competitive spirit as you are representing your club to the community you are visiting;
- Look after all club property and any pool equipment you use;
- Do not wear your outside shoes on the pool deck;
- Refrain from the use of tobacco and drugs, including all alcoholic beverages, while participating in Sunfish or BCSSA activities;
- If you qualify in heats for a consolation or championship final you are expected to stay and swim in it;

If you are the 1st or 2nd alternate for an event, you are expected to be at the Clerk of the Course when the event is called.

Coaches shall have the authority to set rules for the season regarding situations such as when an individual comes late to practice, or an individual misbehaves at practice. Parents will be told if there is a problem. In extreme circumstances an individual may be suspended for a period of time, or may be asked to withdraw from the Club. Please direct any concerns to the VP of Coaching or Club President.

## YOUR ROLE AS A PARENT

Competitive swimming programs provide many benefits to young athletes. They develop self discipline, good sportsmanship, and time management skills. Competition allows the swimmer to experience success and to learn how to deal with defeat, while becoming healthy and physically fit.

As a parent, your major responsibility is to provide a stable, loving, and supportive environment. This positive environment will encourage your child to continue. Show your interest by ensuring your child's attendance at practices and by coming to swim meets.

Parents are not participants on their child's team, but contribute to the success experienced by the child and his team. Parents serve as role models and their children often emulate their attitudes. Be aware of this and strive to be positive models. Most importantly, show good sportsmanship at all times toward coaches, officials, opponents, and teammates.

### ***Be Enthusiastic and Supportive***

Remember that your child is the swimmer. Children need to establish their own goals, and make their own progress towards them. Be careful not to impose your standards and goals.

Try not to overburden your child with winning or achieving best times. Not every swimmer will take time off at every meet. The most important part of your child's swimming experience is that he learns about himself while enjoying the sport. Feeling good about the effort made is a goal for every meet and practice. This healthy environment encourages learning and fun, which will develop a positive self image within your child.

### ***Let the Coach be the Coach***

The best way to help a child achieve goals and reduce the natural fear of failure is through positive reinforcement. No one likes to make a mistake. If your child does make one, remember that they are still learning, and that it is the coach's job to correct errors. Our job is to support the efforts of the swimmer, and let them know that we appreciate their hard work.

As well, parents should always show the swimmers that they support the coach's decisions and encourage their child swimmer to follow the coach's instructions. We support our swimmers and we also support our coaches.

### ***Club Discipline***

Swearing, fighting, or physical retaliation will not be tolerated. The swimmer will be reminded of the rules and if the problem continues, the child will be asked to leave the pool area, and the parents will be notified of the incident.

### ***Pool Etiquette***

Parents are not allowed on the deck unless there is an emergency or the coach invites them. The Sunfish are only renting the pool, therefore the lifeguards have the ultimate authority and pool rules must be obeyed at all times.

### ***Questions and Concerns***

The following steps should guide you to the best possible solution or answer to all questions or concerns you may have. Don't hesitate to ask us anything you want since your feedback is a chance for us to improve the Club! All correspondence will be kept strictly confidential.

First speak with your child's Group Coach at their specified parent communication times. These times will be listed on the website and in our monthly newsletter. If this is not convenient, write down your question/concern and place it in a sealed envelope with the group coach's name on the front, and place in the head coach's folder within the filing box placed on edge of deck. The Group Coach will communicate back to you as soon as possible.

If you are not satisfied with the response you received, or are not comfortable discussing your issue with the Group Coach, speak directly with or address your written question/concern to the Head Coach.

If you believe the issue should not be addressed to the coaching staff or you are still not satisfied with the response you received from the Head Coach, please drop your written question/concern in the Vice President of Coaches' folder in the filing box.

If you have ongoing concerns or very serious issues, please speak with or write directly to the President.

## PARENT CODE OF CONDUCT

The Sunfish Swim Club, the Coaches and the Executive/Board expect that all parents abide by this code at all times.

If children are to grow and develop in their sport or physical activity, an environment of positive communication and respect must exist. Parents should observe the following Code of Conduct with their child.

The following code is taken from a resource manual developed for community coaches by the Canadian Center for Ethics in Sport:

- I will remember that my child plays sport for his or her enjoyment, not mine.
- I will encourage my child to play by the rules and to resolve conflicts without resort to hostility or violence
- I will teach my child that doing one's best is as important as winning, so that my child will never feel defeated by the outcome of a game or event
- I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.
- I will never ridicule or yell at my child for making a mistake or losing a competition.
- I will remember that children learn best by example. I will applaud good players' performances by both my child's team and their opponents
- I will not force my child to participate in sports.
- I will never question the official's judgment or honesty in public
- I will respect coaches by voicing my concerns in private and at an appropriate time. If I cannot resolve my concerns with the coach, I will speak to the Coordinator of the appropriate Discipline or the Club President.
- I will respect and show appreciation for volunteers who give their time to provide sport activities for my child. I will voice my concerns to the Executive rather than confront other volunteers.



## COMMUNICATIONS

### *How we contact you*

We rely mainly on email to send out notifications. Should we not receive a response from you via email, we may call directly to the number you provide on the registration form.

Each swimmer will be given a family file folder in the filing box which is kept in the pool area shed. These folders are used to distribute awards and printed information (as needed) throughout the season. This box will be placed on edge of deck. Please check your file at each practice.

A Bulletin Board is located in the viewing area that will have announcements and updates. Our website is updated regularly. Visit [www.northdeltasunfish.ca](http://www.northdeltasunfish.ca) for current information.

### *Coaching Communication*

Coaches are generally available before and after practice in the dryland or on edge of deck to answer any questions or discuss any concerns you may have. If you can't catch a coach at the pool you can always email them. The coaches do their best to reply to your email as soon as possible usually within 24 hours.

Please contact your child's coach for their email contact information.

Emails will be sent both by the Club Executive and your child's coach containing information about upcoming events, deadlines, social events, and competitions.

**It is critical that you read the emails thoroughly to ensure you don't miss any important details!**

## FUNDRAISING

The Sunfish operates as a non-profit organization with an essentially balanced budget year to year. We rely on several fundraising events in the summer to bolster our accounts and keep membership fees as low as possible.

For 2018 we are in the general pool of all nonprofit organizations applying for Gaming Grant Funds. Even if we are successful in receiving the gaming grant funds we are still required to raise additional funds for the 2019 season. The Government requires our club to raise 25% of the amount of the grant awarded to us.

At registration, we collect a fundraising deposit that provides cash flow for summer operations. Our fundraising fee for the 2018 season remains at **\$100 per swimmer** or a maximum of **\$200 per family**.

Throughout the summer season, the club will hold a series of fundraising events in which you and your family can participate. Funds raised will be credited against the fundraising deposit. Members fundraising to the deposit amount or more will get the full deposit refunded at the end of the summer. Other members who do not have the time or desire to participate in fundraising can simply forfeit their deposit.

Of course we would love to have some SUPER FUNDRAISERS who don't stop when they hit their personal goals. We appreciate those of you who will keep going for the FUN of it and for the good of the club. These families will receive Super Fundraiser recognition.

**Fundraising is not optional** – all families are expected to contribute to the ongoing success of the club by participating in the fundraising activities.

Some of the fundraisers that are planned for this year are as follows:

### ***SUNFISH MEET***

Every year, the Sunfish hosts a swim meet and invite clubs from our own region as well as surrounding regions to participate. **THIS IS THE BIGGEST FUNDRAISER FOR THE CLUB** and requires the support of all Sunfish swimmers and parents to make it a success. All swimmers are required to come to the Sunfish meet, unless there are extenuating circumstances, and parents must volunteer their time to help run this event.

### ***BOTTLE DRIVES***

We will need a lot of participation from both parents and swimmers alike to make this a success! Please mark your calendars and start saving any and all refundable bottles, cans, etc. Additional information will be distributed as we get closer to this date. Additional summer season drives will be held in June or July.



### ***RAFFLE***

We will be holding a raffle towards raffle baskets during the Sunfish Swim Meet on July 28/29, we will need donations of any new or unused items to auction off. Please start putting aside any items you think will be appropriate now in preparation for the upcoming Sunfish Swim Meet.

We will also be holding a ticket raffle where 50% of proceeds goes towards the Club, while the other 50% are awarded as cash prizes. Each family is responsible for selling 5 tickets or cost of tickets will be deducted from your fundraising fee.

### ***SPONSORSHIPS***

Place an ad in the Sunfish MOBILE banner or in our swim meet program. Prices vary according to the size of ad you would like to purchase. Sizes vary and are described in the sponsorship form on our website under Sponsors & Donors tab.

We need a number of families to assist with the above mentioned fundraising activities. Time spent working on these will count towards the volunteer commitment to the club. If you are interested in helping with these activities or have any questions and any other ideas regarding fundraising for the club, please feel free to contact the Director of Fundraising via email [fundraising@NDSunfish.com](mailto:fundraising@NDSunfish.com)

***HELP! GET INVOLVED! WE NEED VOLUNTEERS!***

## VOLUNTEER OPPORTUNITIES & REQUIREMENTS

Per the rules of receiving our Gaming Grant funding, complete records of all volunteered hours and donated services or materials must be retained as part of the organization's gaming records.

At registration, we collect a volunteering deposit which will assist us in motivating parents to commit to their volunteer shifts. Our volunteering fee for the 2018 season is **\$150 per family**.

Parents or guardians are **required** to volunteer a **minimum of 20 hours** prior to the Regional meet. **In addition**, 2 shifts at each of the Sunfish, Regional, and Provincial meets are required if your child is competing in these meets. For our own Sunfish AB Invitational Meet, 2 shifts per day will be required as the Sunfish are hosting this event and are responsible for 90-95% of the labour for running this event. It may seem like a lot of volunteer hours, but many parents, especially the board/executive members, put in a lot more than the minimum. It takes approximately 180 people to run a swim meet! This is why we have a volunteer requirement and why summer swimming must have the motto: ***"If everyone does his/her part, no one has to do too much"***. The volunteer hours are recorded on a time-sheet in your family's folder and must be signed by an executive or organizer of the event. If a parent or family is not putting in their required time their volunteer fee will be cashed.

Volunteer opportunities include participation in deck duties or officiating at swim meets and tournaments. Opportunities are also available for positions behind the scenes such as volunteering to be a group parent or helping with club socials and with fundraising. For the very enthusiastic parent, positions on the executive should be considered. Please fill out a Volunteer Form at the shed by the outdoor pool and indicate the area(s) you would like to work in to help keep Sunfish running smoothly. A description of the various jobs required to run a swim meet as well as a list of major volunteer areas available is printed at the end of this handbook. Please contact any member of the executive if you would like to help in their area. Don't leave your volunteer requirements to the last minute as volunteer opportunities decline over the course of the season and unfulfilled hours will result in other doing all the work and hard feeling between club members.

A Volunteer Record Sheet is issued with this handbook and is also available on the Sunfish website. It is your responsibility to document your volunteer hours throughout the season and submit the record to the club / executive by the Regional Meet in August.

The BCSSA delegates volunteer responsibilities to each club for the Regional and Provincial meets. In addition to timing, parents of qualifying swimmers will be required to fulfill their share of the meet responsibilities assigned to the Club at those meets. Unless you offer your services in a particular area, the Volunteer Coordinator will assign the duties and communicate the assignments to you. If you are unable to fulfill your assigned duties, it is your responsibility to find a replacement, and to ensure that the job will be done. Please inform the volunteer coordinator of any substitutions.

## 2018 NORTH DELTA SUNFISH VOLUNTEER RECORD SHEET

Name:

Phone Number:

Children's Names and Group:

Email:

Date	Event and Task	Hours	Authorized Signature

### Notes:

Each family is required to volunteer a minimum of 20 hours prior to the Regional meet and an additional 2 shifts at each of the Sunfish, Regional, and Provincial meets if your child will be participating. For the Sunfish Meet, because we are the host club, 2 shifts per day are required if your child will be swimming in this meet. Please record your volunteer hours for each event and have a coach, group parent, or Sunfish executive member sign the form within one week of service.

Submit your completed form to the volunteer coordinator or to any executive member at the Regional meet, or earlier if you will not be at this meet.

If you have any questions or are looking for opportunities outside of deck duties to fulfill these volunteer requirements, please contact a board member or any member of the executive. There are many jobs connected with the running of the club that you can help out in. Contact the executive early to find out about these opportunities.

## POOL SCHEDULE

Parents, ensure that your children arrive **15 minutes early** for dry land exercises before swim practice. All children meet in the grass field area. For the safety of the children, it is recommended that children wear runners or will be asked to run barefoot.

For additional safety reasons, please make sure the pool is open and the coach is on site before you drive away after dropping your child off. There has been the odd occasion where the pool has had to close unexpectedly or the coach is late. Please be on time to pick up your children. The coaches generally remain at the pool for fifteen minutes after the end of the practice so if you need to talk to the coaches about your child's progress, this would be a good time. The coaches are only responsible for the Sunfish participants during scheduled practice times. Please do not wear outside shoes on the pool deck as the dirt gets into the pool.

No parent should be on deck talking to the coaches during practices!

Please note that there will be a decrease in the number of practice sessions scheduled to non-provincial qualifying swimmers after the Regional meet as the coaches will be using that time to prepare the provincial qualifying swimmers for the Provincial meet.

### ***Pool Locations***

#### **Summer Season (May to August)**

North Delta Recreation Centre Outdoor Pool 11415 84th Ave.  
Delta, BC V4C 2L9

#### **Fall & Winter Maintenance Season (September/October to April)**

Sungod Recreation Centre 7815 112 Street  
Delta, BC V4C 4V9

### SOCIAL ACTIVITIES

Over the summer, Sunfish has several fun activities in addition to regular swimming and water polo practices. Coaches, along with their group parents and parents from the Sunfish social committee, organize group social events as well as entire club social events. Read your newsletters to find out what is happening. The coaches are always open to suggestions regarding fun things to do.

#### ***Green and Gold Meet***

Our first event of the season is our "in house" Green and Gold meet at North Delta Outdoor Pool. There will be individual events and fun relays. All parents are invited to attend. This is a good opportunity for new parents to get an idea of what a swim meet is all about, as they are encouraged to find out how to work a stopwatch and how to record times. A breakfast social organized by club parents will take place after the meet.

#### ***Sunfish Family Social***

A club social for the entire family will be organized for some time at the beginning of the season. More information will be given at the start of the season.

##### **Individual Group Socials**

Each swim group will have their own socials organized by either the coach or the group parent whether it is a beach party, bowling, laser tag or movie night. All ideas are welcomed. Keep your eye out for these fun events.

#### ***Pasta Dinner and Dessert Night***

After Challenge Week and shortly before Regionals, the SUNFISH team gathers together for a traditional pasta dinner and dessert evening. Games and skits can be included in the fun. The idea is to give the swimmers and water polo players a treat after having survived Challenge Week, to load them up with carbohydrates to help them swim fast and play well at Regionals, and to rally team spirit. Parents who wish to serve on the Sunfish Executive for the next season are nominated. Each family brings a pasta dinner to serve eight people and either a salad or a dessert to share. Details to follow.

#### ***Annual Awards Banquet***

The club holds its annual AGM, awards evening and dinner in September. This is a fun evening to share stories and to reminisce about the past summer with your friends. As well, it is a time to thank all of our coaches for their hard work throughout the season and to honor those swimmers and water polo players who deserve special recognition for an excellent season.

## FEES & POLICIES

Registration fees cover less than half of our costs. Fundraising events such as the Sunfish Swim Meet, meat orders, raffles, mile swim, pub night and the bottle drive cover the balance.

Your basic fee covers the aquatic activities provided by the North Delta Sunfish Swim Club. Your child can choose to competitively swim, play water polo, or both! The Sunfish registration fee covers all practices, all meets/tournaments, and both the BC Summer Swimming Association membership fee and the Fraser South Region membership fee. Our registration fee, unlike some of the other summer swim clubs, includes all swim meet entry fees so you will not have to pay extra for each swim meet your child participates in.

**Please see the fee schedule posted on our website for details.**

### ***Registration, Cancellation and Withdrawal Policy***

Club registration fees are processed online through Active. The total registration fee must be paid or processed as installments for each swimmer. There is no prorated fee for swimmers intending to swim for a portion of the season.

The North Delta Sunfish will be pleased to provide a refund during the first two weeks if a member wishes to withdraw from the club prior to May 15 of any program, less a \$50 fee Administrative and Provincial Registration fees (Because a portion of the registration fee goes towards the BCSSA registration as well as the Fraser South Region membership fees, these amounts are not refundable). After the first two weeks, registration fees are non-refundable.

Those swimmers required to withdraw from the program due to exceptional circumstances such as medical or family reasons may apply, in writing, for a pro-rated refund, less administrative and registration fees. All applications for withdrawal and refund must be made in writing to the Club Registrar.

Both the fundraising fee and volunteering fee are refundable if their respective commitments have been met.

### ***Meet Deposit***

Entering a child into swim meets require an entry fee. Each race, whether swum or not, costs \$7 or more. To help cover the cost of entered swimmers who do not end up attending the meet and in the event of a swimmer not competing when he or she has committed to do so then the family will be charged the cost of the swimmer's entry fees. (Exceptions will only be made if notification was made prior to scratch deadline or with a certified doctor's note.) These costs must be covered before a swimmer will be eligible to enter another swim meet. Usually a child will be entered in three or more races per meet. The cost quickly adds up. The treasurer will call you in regards to outstanding fees.

### ***Liability Policy***

Due to BCSSA requirements concerning liability and insurance coverage, registration and payment are required before swimmers are permitted to enter the water for training.



### PRIVATE COACHING

A fairly common occurrence in summer swim clubs each season is for a few families to approach a club coach about the possibility of arranging private coaching beyond the regularly scheduled training sessions available to club members. As these arrangements are sometimes misunderstood by other members, the following guidelines have been set forth under which the Executive expects any private coaching would operate if given by the Sunfish coaching staff:

No Sunfish member should in any way feel that extra coaching sessions are necessary for successful participation as a competitive swimmer in the Sunfish Swim Club. A member who chooses to make arrangements for private coaching will be treated no differently. It is club policy to provide quality training throughout the season for every member of the club.

Sunfish coaches are not to approach any club member with an offer of coaching for a fee during the summer swim club season.

Any approach to a Sunfish coach by or on behalf of a Sunfish club member is a private matter between the two parties. Neither the Sunfish Swim Club nor BCSSA is involved. The parties are not covered by our insurance.

A Sunfish coach is free to enter into any private coaching arrangements provided this does not impinge upon their responsibilities to the club.

Private coaching should not be done within one hour of a regularly scheduled Sunfish practice. All swimmers who partake in any private coaching must still follow the usual pre & post race protocol. His or her group coach is always the first point of contact for pre & post racing feedback. Swimmers may then approach his or her private coach after the race and after having seen their group coach for any feedback.



## LETTER FROM THE PRESIDENT

On behalf of the board I would like to welcome you to the 2018 summer season. We have been working hard to plan another great season ahead.

North Delta Sunfish is a summer club that promotes competitive swimming, water polo and synchronized swimming. Though our season is short, top Sunfish swimmers do take the competition seriously, and have placed well in the BCSSA Provincial Championship in mid August. In fact, some former Sunfish members have become national swimmers and water polo players. Although North Delta Sunfish is very competitive, we also place equal emphasis on Sunfish having a FUN season, not just all hard work!

Sunfish swimmers are encouraged to attend at least four swim meets, and water polo players to attend all tournaments. If your child is new, there is also development meets tailored to newcomers. Winning is secondary, achieving personal best times throughout the season is our primary goal. Our coaching staff strives to make North Delta Sunfish a top contender in the province.

We are fortunate to have Samantha Loiselle as our Swim Head Coach and Paul du Plessis as our Polo Head Coach this summer. The Coaching team is made up of returning and new staff, all with a number of years of competitive swimming and coaching experience. Pool scheduling is always a challenge. Please be aware of the practice schedule and any possible changes throughout the season.

Like all non-profit clubs and organizations, volunteering is an important role parents need to play in this club. Except for coaching, all other job functions are carried out by volunteers (parents). As seasoned swimmers leave the club, so do their parents, who have taken on important roles in running this club. This does create a number of vacancies to be filled. Please put your name forward to volunteer to make this club a positive experience for your children as well as for yourself. There are always some jobs that need to be filled, either big or small roles. "If everyone does his/her part, no one has to do too much."

In addition, fundraising also plays a vital role in running the club. We require ongoing fundraising to maintain it. The income from registration fees covers approximately half our operating expenses. We rely on your efforts and participation in fundraising, to cover the balance.

Please refer to this handbook or Sunfish's website for information. In addition, feel free to contact the respective board member. The list is included in this handbook.

We look forward to seeing you and to a very successful 2018 swimming season.

**Sandra Pace**  
**President**

## WHAT IS THE BCSSA?

BCSSA (**British Columbia Summer Swimming Association**) is an organization of member clubs that promotes the development of athletes in these four aquatic disciplines: speed swimming, diving, water polo, and synchronized swimming. BCSSA provides opportunities for training, through various summer swim clubs, and competition organized by those same summer swim clubs throughout B.C. A highly competitive summer season runs from May 1 to September 30 followed by restricted participation in these aquatic sports from October 1 to April 30.

### ***How are the Sunfish affiliated with BCSSA?***

North Delta Sunfish is one of 60 summer swim clubs affiliated with BCSSA. These 60 swim clubs are divided into 8 regions. The Sunfish belong to the “Fraser South” region along with the Boundary Bay Blue Backs, Cloverdale Tritons, Ladner Sting Rays, Richmond Kigoos, Surrey Sealions, White Rock Killer Guppies, Orca, and Crescent Beach.

## 2017-2018 BOARD OF DIRECTORS

POSITION	NAMES	SUNFISH EMAIL
<b>Executives</b>		
President	Sandra Pace	president@ndsunfish.com
Vice-President Coaching	Jane Rashed	vpcoaching@ndsunfish.com
Vice-President Contracts/Admin	Jason Landry	vpcontracts@ndsunfish.com
Secretary	Genevieve Friesen	secretary@ndsunfish.com
Treasurer	Cristy Furneaux	treasurer@ndsunfish.com
<b>Directors</b>		
Registrar	Maylene Cervantes	registrar@ndsunfish.com
Meet Manager	Mike Ure	meetmanager@ndsunfish.com
Director of Officials	Caroline Roschat	officials@ndsunfish.com
Director of Awards	Biljana Sokic	awards@ndsunfish.com
Equipment/High Tech Manager	Jamie Royer	equipment@ndsunfish.com
Director Of Fundraising	Andrea Johnson	fundraising@ndsunfish.com
Social Coordinator	Nathalie Bayley	social@ndsunfish.com
Director of Waterpolo	Sherif Rashed	waterpolo@ndsunfish.com
Director of Gaming	Rob Stewart	gaming@ndsunfish.com

## BOARD OF DIRECTORS RESPONSIBILITIES

**All** executive positions are **elected, volunteer positions**. New board members are needed annually and are voted in at the Annual General Meeting held in September. (Watch for an update on this important date.) All families and parents are urged to attend as this is a very informative meeting. Following the election of all new officers in the fall, the executive will continue to meet once a month, at times set by executive members. Remember, you are always welcome. (Please call an executive member for the time and place of each meeting.)

President (Executive member)	In charge of the Board of Directors' meetings and responsible for the Directors' actions.
Vice President, Coaching (Executive member)	Responsible for the coaching staff.
Vice President, Contracts/Admin (Executive member)	Responsible for contracts with municipality and club history.
Past President (Executive member)	Responsible for guidance and training of new President.
Secretary (Executive member)	Responsible for minutes and room bookings.
Treasurer (Executive member)	Responsible for all financial matters.
Registrar	Responsible for all membership related issues.
Meet Manager	In charge of all Sunfish swim meets (Green & Gold, Developmental, A/B meet).
Director of Officials	Responsible for Sunfish deck official duties at all meets and training of new Sunfish officials.
Director of Communication	Responsible for sending out emails directed to all club members.
Director of Awards	In charge of distribution of all ribbons from other meets and all awards for the Sunfish meets.
Director of Equipment/High Tech	Responsible for all equipment and set-up of pop-ups at swim meets.
Director of Gaming	Responsible for all Gaming/Bingo related issues and advertising.
Director of Fundraising	Responsible for all fundraising during the season.
Social Coordinator	Organizer of all social events during the season.
Director of Water Polo	Responsible for all Water Polo activities and events.