



# **Maroubra Swimming Club**

## **Member's Handbook**



# MAROUBRA SWIMMING CLUB INC.

P.O. BOX 90 MAROUBRA 2035

**WELCOME TO MAROUBRA SWIMMING CLUB.  
REMEMBER - SWIM TO ENJOY YOURSELF!**

## **Origin**

Maroubra Swimming Club began in 1961. The aim of the club in those early days was to teach boys to swim so that they could compete competitively in the sport. These youngsters were taught by active members of the Maroubra Surf Life Saving Club, with the view that they would progress to a local surf club.

In 1963 Maroubra Swimming Club moved to its present location at the Des Renford Aquatic Centre. By 1965 the Club had over 300 members on the books making it the largest men's swimming club in NSW and the Australian Swimming Union. The Maroubra Ladies Swimming Club was also attracting large numbers of female swimmers. In 1974 the two clubs combined to form the Maroubra Swimming Club. The club has had numerous Australian Champions come from within its ranks including Commonwealth Games and Olympic swimmers.

In 2004 Maroubra won the prestigious Australian Sports Commission Ausport Club Development Award. We were the only sporting club in NSW and the only swimming club in Australia to win this award.

Maroubra Swimming Club is affiliated with NSW Swimming and is part of the Eastern Suburbs Swimming Association.

## **Club Objectives**

The aim of our club is to foster a love of swimming in children and to provide swimming opportunities for all levels of ability from the age of five up. We cater for those who like to progress through the numerous swim meets and carnivals held by various clubs and associations and for those who are happy to swim socially in a Club atmosphere.

## **When Do We Swim**

Club races are held most Friday nights at the Des Renford Aquatic Centre (DRAC) in Robey St, Maroubra.

The season begins in October and ends in September, after our club championships. Our swim meets start at 6:30pm. We do not usually hold meets during the school holidays.

A Club Calendar is available on our web site which shows what strokes are to be swum on each Friday night and when special events (eg BBQs) are to be held. The schedule also shows when we swim our distance (200m & 400m), relay and fun events.

Children of all abilities are encouraged in a friendly atmosphere to "give it a go" and to participate in both freestyle and form stroke events.

During the Summer season (daylight saving time), we utilise the 50 metre outdoor pool (weather permitting) and the indoor 25 metre pool during inclement weather and other colder seasons.

Our calendar may change to accommodate certain events, such as 50 metre sprint events to accommodate needs for school carnivals and the Speedo Summer Sprint Series. Members will be informed of any changes in our Newsletter, Noticeboard and on our website.

We encourage all parents and swimmers to become actively involved in all aspects of the Club and welcome your participation in swimming and social activities.

## Welcome to Maroubra Swimming Club

### Membership

Membership is open to children usually the minimum age is 5 years.

The 2007-2008 season fees are:-

- \$50 for swimmers
- \$15 for non-swimmers (parents or guardians).

Fees include insurance for members and registration with NSW Swimming (Capitation) of \$26.50.

Membership covers the swimming year from the 1st October 2007 to 30th September 2008.

Each member is issued with a registration number which has to be quoted on all carnival entries.

### Club Nights - Signing On

All swimmers need to sign on for Friday Club races. This allows the handicapper to seed the swimmers into heats.

Signing on can either be done using our on-line sign on form (on our website: [www.mbra.org.au](http://www.mbra.org.au)) before 5pm on the Friday evening, OR you can sign on in the Club Room on Friday, commencing 5:45 pm.

Our Club room, located to the left of the main entrance to the DRAC and is where all swimmers need to sign on before each club night.

**FRIDAY CLUB RACES START AT 6.30 PM SHARP, IT IS IMPORTANT THAT YOU SIGN-ON BEFORE 6.15 pm.**

We use Meet Manager and Team Manager computer programmes to run our club events.

**IF YOU ARE LATE SIGNING-ON, YOUR NAME IS PLACED AT THE END OF THE EVENT SHEETS AND YOU ARE ONLY AWARDED TWO (2) POINTS (SEE CLUB POINTS, BELOW).**

### Club Entry fee

Club entry fee is \$1 for everyone (swimmers and non-swimmers) and an entry ticket can be purchased in the Club room. The entry fee goes towards supporting the clubs operating costs and social functions, such as BBQ's during summer and fees for our swimmers to selected swim meets.

### What To Bring

- Swimmers & Goggles
- Towel
- Warm top
- A BIG smile!

### Club Points System and Presentation Day

Points are given to swimmers each Friday night, with pointscores published regularly on our Club noticeboard in the DRAC foyer and also on our web site (See Top Times link). At the end of the season, points are tallied and trophies awarded on our Presentation Day.

Points are awarded as follows and the more often you swim, the more points you accumulate.:

- **5 points - swimming faster than your best time**
- **4 points - equal to, or within 0.5 sec, of your best time**
- **3 points - more than 0.5 sec below your best time**
- **2 points - if you are late signing-on (see above "Club Nights")**
- On your first night, you swim a time trial and are given 2 points per event.
- If you advance to a longer distance, you receive 5 points. This is called an elevating time trial.

## Welcome to Maroubra Swimming Club

### Elevating Times

Very young and inexperienced swimmers will swim 12.5 m races and as a swimmer's skills and race times improve, they will move up to 25m, 50m and 100m races. We also hold middle and long distance 200m and 400m races as detailed in our Club calendar.

The qualifying times in order to progress to the next race distance are as follows:

- |   |                     |            |                |            |                |
|---|---------------------|------------|----------------|------------|----------------|
| • | <b>Freestyle</b>    | <b>25m</b> | <b>25 secs</b> | <b>50m</b> | <b>45 secs</b> |
| • | <b>Backstroke</b>   | <b>25m</b> | <b>30 secs</b> | <b>50m</b> | <b>50 secs</b> |
| • | <b>Butterfly</b>    | <b>25m</b> | <b>27 secs</b> | <b>50m</b> | <b>45 secs</b> |
| • | <b>Breaststroke</b> | <b>25m</b> | <b>33 secs</b> | <b>50m</b> | <b>50 secs</b> |

Some special events (other than Club Championships) are held throughout the season. All registered members are eligible to compete in these events regardless of attendance prior to that date.

### How can I help?

There are many things that need to be done for Club Nights to run smoothly. There is always a need for timekeepers and other small jobs (such as marshalling, helping out with the BBQ in summer, etc.) that need to be done. These jobs are neither difficult nor onerous, and generally require far less commitment and enthusiasm than is put in by the swimmers. Don't worry if you don't know what is required to keep time or perform other duties, it is very simple and there are always many around who will walk you through what to do. So when you hear us call for timekeepers – **don't be shy** - take a watch and see all the action up close!

What else can I, as a parent, do to help out?

- Join the committee – the AGM is held in November each year.
- Offer to time keep when attending a swim meet. Its an idea to roster at meets so that the longest you will need to spend behind the block is 2 hours. This is an easy job and there is always someone to show you what to do. You will be fed and watered during your timekeeping stint and will be eligible to attend the
- luncheon provided by the hosting club. It's a great way to get to know other parents and to catch up on poolside gossip!
- Assist us in the planning and running of our Annual Development Carnival and any other meets the club is involved in. This may involve assisting on the day by officiating, selling programs and raffle tickets, timekeeping and assisting with catering. Our annual meet is also our major annual fundraiser and we request that parents assist by timekeeping. No effort is too small and all contributions are gratefully received.
- Become an official – and assist in the operation of local swim meets.

### Club Championship

Each year the club holds a Club Championship day in September. All Maroubra swimmers are welcome to compete at the carnival but **ONLY SWIMMERS WHO HAVE SWUM AT 15 CLUB NIGHTS DURING THE CURRENT SEASON ARE ELIGIBLE FOR PRIZES AND TROPHIES. The last day for qualifying is Friday, 5th September, 2008.**

The procedures for Club Championship Day are as follows:

1. All members can attend but only those who have qualified with 15 swims during the year are eligible to win prizes and trophies
2. In order to win the club championship trophy for a particular age group each member must compete in each of the following strokes:
  - i. freestyle
  - ii. backstroke
  - iii. breaststroke
  - iv. butterfly.
3. Trophies are awarded at the end of the year to Club Champions of each age group and will be presented on Presentation Day, at the end of the season.

## **Welcome to Maroubra Swimming Club**

4. Only financial members may compete
5. The programme will consist of Individual Age and Open levels in distances and strokes. Ages will be from six (6) and under to seventeen plus (17+) years in each stroke
6. Age will be as at 1 Sept, 2008
7. Individual Age Championships will cover an event for both BOY and GIRL swimmers on a separate basis. Points are awarded as follows: First = 5 points; Second = 3 points; Third = 1 point.
8. An extra point will be awarded if a swimmer breaks a Club record
9. These points will be totalled to determine the Champion for each Individual Age. The Club Honour Boards will be inscribed with the Age Champion
10. Should more than one competitor finish on an equal number of points, then both names will be inscribed on the Club Honour Boards
11. To be Club Champion, a swimmer must swim in all four (4) strokes. The swimmer with the most points will be the Club Champion in each age group
12. The 50 metre Open event will consist of the 8 fastest swimmers chosen by the Handicappers
13. All financial members may compete in the Handicap events (which will be held on Club nights subsequent to the Championships) but cannot win a trophy if they have won a place in the Club Championship event in that stroke, or if they have not swum the required number of swims to qualify.

### **Handicap Events**

Handicap events are held at the end of each year around the same time as the Club Championships.

To enter the handicap events, swimmers must meet the same qualifiers as for Club Championships.

If a swimmer has gained a 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> placing in the Club Championships, the swimmer will not be eligible to win a trophy in that particular handicap event.

### **Carnivals and Swim Meets**

The Club competes at various inter-club, Eastern Suburbs District, Metropolitan, State and National championships and encourages those interested members to participate and in reaching their full potential. The Club also provides financial support for various carnivals.

Our Race Secretary will inform members of the various carnivals and club meets for our Club that members may be interested, via our newsletter and noticeboard. The Race Secretary will coordinate race entries from members interested in participating.

Note that not every carnival is posted on the noticeboard. If you are interested in attending carnivals not published on our noticeboard, you can search for carnivals at the NSW Swimming website: [www.nswswimming.com.au](http://www.nswswimming.com.au). Click on 'Clubs and Districts' on the left-hand side of the home page and then click on 'Club and District Meet Calendar'.

Members representing Maroubra Swimming Club at inter-club competitions are required to wear the Maroubra Swimming Club cap.

Members of Maroubra are easily recognised and envied in their striking Club clothing – which includes swimmers, caps, shirts, polar fleeces and swim coats.

**IF YOU CANNOT SWIM IN AN EVENT OR ATTEND A CARNIVAL FOR WHICH YOU HAVE BEEN ENTERED, PLEASE NOTIFY THE RACE SECRETARY, SO THAT YOUR NAME CAN BE WITHDRAWN**

## Welcome to Maroubra Swimming Club

### How to enter a carnival

Obtain entry cards from our Race Secretaries. Fill out the multi-entry card, and hand your card, along with the correct entry monies in a named envelope back to the Race Secretary. Use a pink card for girls and a blue card for boys.

Our Race Secretary will usually set the closing date **one week** before the Meet's closing date. This is to allow for submission of entries by the Race Secretary. Closing dates are set as late as possible in order to allow swimmers to use their latest times as entry times, hence NO EXTENSIONS OF CLOSING TIME can be given.

Please do not send entries directly to host clubs. Our Race Secretaries are responsible for checking all entries, accounting for all monies, summarising entries on an accompanying Summary Sheet, and despatching all entries and a cheque to the host club. As checking can take some time, especially for larger more popular meets. We appreciate your care in completing the entry cards, ensuring the addition and accuracy of your swimmers' entered times, event numbers, capitation number and other details, and that all monies are attached.

A sample of a correctly completed multi-entry card can be found below.

### How to find out a swimmer's times

Reports are posted on our website (in the "Top Times" section) and regularly appear on the noticeboard at the DRAC. Reports include Club Night times, times from external carnivals and ESSA Carnivals.

The Chief Handicapper is the official resource, if you are unable to obtain all times at the meet itself. Club night Personal Best's (PBs) can be used at most meets, with the exception of certain Championship Meets such as: Metrops, NSW State Age & Open, National Age & Open and certain events at Graded meets.

**The onus is on the parent to keep a record of their child(ren)'s times. You will need to record the time swum, the location, the date and the course type (short or long).**


### Qualifying Times

At times during the season, Maroubra runs time trials. These times are taken by qualified timekeepers in the presence of a referee and are recorded by Maroubra Swimming Club. They are also sent into NSW Swimming for their records. These times can be used for entry to Metrops, State and National competitions.

For all other carnivals, times achieved on Club nights can be used as official times.

## Welcome to Maroubra Swimming Club

### How to fill out an entry card

File No.	MULTIPLE ENTRY CARD				
NSW SWIMMING ASSOCIATION Inc					
First Name <b>Dennis</b>			Last Name <b>Smith</b>		
Swimming Club <b>Maroubra Swimming Club</b>					
Date of Birth <b>23/5/92</b>		Age <b>12</b>		CAP No. <b>112303</b>	
Date of Meet <b>14/8/04</b>			Name of Meet <b>Smithfield Development Meet</b>		
Event No.	Stroke	Distance	Entry Time	Achievement	
				Date	Place
<b>1</b>	<b>Breast</b>	<b>100</b>	<b>1.16.34</b>	<b>17/3/04</b>	<b>Metrops</b>
<b>7</b>	<b>Fly</b>	<b>200</b>	<b>2.55.98</b>	<b>9/9/03</b>	<b>Club</b>
<b>9</b>	<b>Free</b>	<b>100</b>	<b>NT</b>		
<b>3</b>	@ \$ 4.00		= TOTAL \$12		

1. Your **Registration number** can be found on your Swimming NSW membership card and **MUST** be entered on ALL entry cards.
2. **Your age must be as of the first day of the meet, not your age at time of entry.** Unless otherwise specified.
3. **Club night times may be used,** except in the case of Championship Meets where strict qualifying times are applied.
4. If you have **never swum the event before** and no qualifying time is required, you can **enter with NT** (no time).
5. **Please use the following abbreviations for stroke**  
**FREE; BACK; BREAST; FLY; IM; FREE RELAY; MED RELAY**

Always check all information in your entry cards complies with the conditions in the meet flyer, including the minimum or maximum number of events! Add up your costs and don't forget to include your payment.

## Welcome to Maroubra Swimming Club

### **SWIMMING MEET COMPETITIONS**

#### **What to do on the day**

1. Get there on time -by the time listed on the flier for warm up, not the start of the meet. If you can get there earlier, please do so.
2. Report to the Team Manager and check your event numbers and if necessary write the numbers on your hand. Parents, check to see if and when you are rostered to time-keep.
3. Try to get a seat with the rest of the team.
4. Warm up with the team.
5. Complete standard warm-up as practiced at training. Do this as a team, not in dribs and drabs. This enables us to get ample lane space. A good warm-up is essential in preventing injury and preparing for the days racing.
6. During the day keep your eye on the claims board to see when your events are approaching..
7. If you wish to withdraw from an event ensure that you notify the meet hosts at least six races in advance. Please do not just fail to turn up, this is impolite and slows down the meet by creating unnecessary heats.
8. Get your cap and goggles ready and report to the marshalling area for your upcoming race.
9. Do not go too early as this congests the claims area and you are better off resting with your team. Follow the instructions of the marshal and be sure to represent Maroubra in a polite and helpful manner.
10. Swim hard and do your best.
11. After your race exit the pool from nearest stairs, not over the touch pads.

***Most important of all - ENJOY yourself. Swimming and competing are meant to be fun!  
Remember, it's not important where you come in your race - your aim should be to improve your time and record a Personal Best.***

#### **What you should take to the meet**

1. Towels
2. Racing goggles, plus a spare.
3. Maroubra swim cap. You'll need at least one, but a spare cap is also a good idea. Swimmers are to wear the Maroubra cap proudly both in warm up and the competitive races. No other Cap is acceptable.
4. Your swimmers.
5. Drinks. It gets very warm in indoor pools and you can dehydrate easily. Ensure that you have lots of water and perhaps a sports drink or juice for carbohydrate and salt replacement.
6. Food. You'll need lots of snacks as well as a healthy, easily digested lunch. Snack foods can include fruit, muffins, uniced cakes and slices, pasta and/or rice, vegetable sticks, sandwiches, unbuttered bread and rolls, low fat yoghurt and low fat crackers. Lunch can consist of sandwiches, rolls, pita bread with healthy fillings, pasta, etc. Yes, it's boring, but your performance will be better if you leave the lollies, soft drink, chips, ice cream and other junk food until you're on the way home.
7. An esky or food cooler. A small esky is a good idea to keep the above food and drinks cool and fresh.
8. A cushion or something padded to sit on for grandstand seating. A folding chair for outdoor seating.
9. Outdoor clothing to keep you warm/cool weather depending for outdoor meets.
10. Your swimmer record book to record all those PB's.

#### **Why Maroubra team members sit together**

1. We like our swimmers to cheer each other on and this is much more effective and louder if they sit together.
2. It is much easier to manage the team when they sit together.
3. It helps the swimmers to get to know each other.
4. There is less likelihood of a swimmer missing their event if they see other swimmers in their age group getting ready to talk to the coach and/or moving to the claims area.

## **Welcome to Maroubra Swimming Club**

### **Club News**

The club keeps members informed through a fortnightly newsletter handed out on Friday nights and the use of the Club noticeboard, located inside the DRAC pool complex.

Our website: [www.mbra.org.au](http://www.mbra.org.au) also contains our latest news and additional member information.

### **Officials**

The club cannot run without volunteers and officials. We encourage and welcome all assistance on Friday nights, either by being a timekeeper or helping out with any of the social functions.

The club can also provide practical training during club nights to anyone interested in becoming a qualified NSW Swimming official (eg: timekeeper, marshall, check starter, starter, judge). We can then arrange lectures and the exams to become officially qualified.

The training and exams are all free and all are done here at the pool.

### **Coaching**

The club does not have an official coach on its Committee.

### **Committee Meetings**

The Management Committee meets on the third Wednesday each month in the Clubroom at the pool. The meeting starts at 7:15 pm and guests are always welcome.

### **B-B-Qs**

The club usually has a B-B-Q during the Summer season, on the last Friday night of each month following the meet. We can always use some help on these nights.

### **Code of Conduct**

Our Club has a Code of Conduct for parents and is attached.

### **Member Protection Policy**

Our Club adheres to the member protection policy issued by Australian Swimming Inc. The policy can be found at: <http://www.nswswimming.com.au/Resources/ResourcesMenu.htm>

## Welcome to Maroubra Swimming Club

### **PARENTS CODE OF CONDUCT**

Welcome to Maroubra Swimming Club and the sport of swimming. Our club and swimming has many benefits including the people you and your child will meet. The camaraderie among swimmers is unique with many becoming lifelong friends. By participating in swimming your child will develop skills and values such as sportsmanship, confidence, self-respect and self-discipline. Your child will reap the benefits of swimming including the health benefits long after their participation ends.

Below is a guide for 'Swimming Parents' to help you and your child succeed in a productive and enjoyable environment at our club. Please keep in mind when reading this guide that we all tend to forget our children are just that –children, and they learn from our actions as adults. Make sure that swimming is a positive experience for your child by your behaviour.

- **Don't impose your ambitions upon your child** –Remember you have lived your life as a child don't try and relive it through your child. Swimming is your child's activity. Improvements and progress occur at different rates for each child. Don't judge your child's progress upon the performance of other athletes or your own ability as a child. Don't be frustrated that your child's athletic ability is less than others.
- **Be supportive no matter what** –There is one question to ask your child -did you have fun? If competing at carnivals is no longer fun your child should not be forced to participate - let them enjoy the fun and social aspects of Friday club nights.
- **Winning at all costs is not the goal** – Focus on your child's effort and performance to reach their personal goal rather than winning or losing. Never ridicule or yell at your child for making a mistake or losing. As an Olympian said –“My goal was to set a World Record. Well, I did that, but someone else did it too, just a little faster than I did. I achieved my goal and I lost. This does not make me a failure, in fact, I was proud of that swim.”
- **Respect other parents and swimmers** –Always show respect to other parents and swimmers. Don't believe your child's importance is based upon their swimming ability. At our club all children are equally important regardless of their swimming ability.
- **Respect your child's coach** –The bond between your child and his or her coach contributes to your child's success as well as fun. Don't criticise your child's coach in front of your child or other children.
- **Respect volunteers and officials** –Please don't criticise those persons who are doing the best they can if you do not have the time or desire to volunteer to help or be an official. Like all sports, without volunteers you would not have a sport.
- **Behave appropriately** – Your behaviour and personal conduct must be of a standard that reflects highly upon the sport and importantly our club. Set a good example to your children.
- **Friendly rivalry towards other swimming clubs** – Our club has a long and proud history and has good relations with other swimming clubs especially those clubs in our Eastern Suburbs district – Cranbrook Eastern Edge, Uniswim, Sydney University, Platypus, Maccabi, Randwick Coogee Swimming and Seas the Limit. We expect parents to be 'good sports' and look upon not only these clubs but other clubs and their competitors in a spirit of friendly rivalry.