

2023 Club Information Packet



Putnam Sharks Swim Club

Physical address: 1209 Westover Drive, Palatka, FL 32177

Mailing address: PO Box 1623, Palatka, FL 32178

Attention: Putnam Sharks Swim Club

386.937.5077 OR 386.937.6558

PUTNAMSHARKS.COM

INFO@PUTNAMSHARKS.COM

Putnam Sharks Swim Club

General Information & Updates:

- Welcome to new and returning parents, guardians, and swimmers, we are looking forward to an exciting 2023 swim year!
- We are planning for two seasons for swimming this year: Combined Spring/Summer season, starting in March; and Fall, starting in August.
 - **Combined Spring/Summer (19 weeks: March - July)**, Start Date: **Monday, March 6**; End Date: **Friday, July 16**
 - **Fall (11 weeks: August – November)**, Start Date: **Monday, August 14**; End Date: **Friday, October 27**
 - Each season will have an open enrollment period and once that period closes, **NO** new swimmers will be admitted to the club until the next designated open enrollment period.
- The club enrollment cap is variable, as such, if the club has reached max capacity, exceptions to the cap may be made based on a decision by the Coach and coaching staff.
- Please try to be on time to every practice and make sure your child has their equipment before practice starts, timeliness goes a long way to build a strong and cohesive team.
- If designated stretching times are missed, please bring child(ren) pre-stretched for practice to ensure smooth practice times and prevent possible injury.
- NO parents or non-swimmer siblings are allowed on the pool deck during practice, this extends to the screened-in area. Only swimmers will be allowed outside the building and on the deck. This will preserve more space for swimmer's bags and reduce distractions for swimmers and coaching staff.
- Online registration and policy forms are online and are required for signups and joining the club.
 - Fees are paid to **Putnam Sharks Swim Club!**
 - Merchandise and Fundraising are paid to **Putnam Sharks Booster Club!**
 - Swimoutlet.com 10% back! Click on link through [PUTNAMSHARKS.COM](https://www.swimoutlet.com/collections/putnamsharks?rfsn=5454724.b7e9bf&utm_campaign=57459&utm_medium=team_store&utm_source=refersion) or https://www.swimoutlet.com/collections/putnamsharks?rfsn=5454724.b7e9bf&utm_campaign=57459&utm_medium=team_store&utm_source=refersion
 - Specifics of the online registration through ACTIVE (active.com)
 - All Registration links can be found on [PUTNAMSHARKS.COM/REGISTRATION](https://www.putnamsharks.com/REGISTRATION)
 - Email and text alerts, Meet signups and Event signups, and Swim Results
- Planned Events:
 - SWIM-A-THON – Booster Fundraising Event! – Saturday, May 27th; 10 AM-2 PM
 - Champs Meet: Sunday, July 16th; 7 AM – 5 PM
 - Post Champs Meet Dive-in Movie and awards: Saturday, July 22nd; 6 PM – 10 PM
 - Spring and Fall season swim meets with St. Johns Country Day – SPAC - **TBA**

Putnam Sharks Swim Club

Tentative Schedule

- **Combined Spring/Summer - Enrollment Period Monday March 1st – March 31st**
 - March – Water Practices/Dryland
 - Mondays, Tuesdays, and Thursdays: 5:00 – 6:30 PM
 - April – Water practices/Dryland
 - Mondays, Tuesdays, Thursdays, and Fridays: 5:00 – 6:30 PM
 - May - Water practices/Dryland
 - Mondays, Tuesdays, Thursdays, and Fridays: 5:30 – 7:00 PM
 - June – Water practices ****PRACTICE CHANGES BEGIN, MONDAY, JUNE 6TH!**
 - *See page 5 for summer AM practice schedule specific group details.*
 - Monday – Friday: 6:15 – 9:00 AM (2 practice groups)
 - July – Water practices - ****There will be NO practice MONDAY and TUESDAY, JULY 3rd and 4th!**
 - *See page 5 for summer AM practice schedule specific group details.*
 - Monday – Friday: 6:15 – 9:00 AM (2 practice groups)
 - ****Last Day of Summer practice will be FRIDAY, JULY 14th!**
- **Fall - Enrollment Period Monday AUGUST 1st**
 - August, September, October – Dryland conditioning practices and Water Practices (TENTATIVE)
 - ****PRACTICES BEGIN, MONDAY, AUG 14th!**
 - Mondays, Tuesdays, Thursdays and Fridays – Putnam Aquatics Center (Pool)
 - 5:30 – 7:00 PM
 - Full calendar for Fall available soon, no afternoon swim on PHS home meet days.
 - ****Tentative** Last Day of Fall practice will be FRIDAY, OCTOBER 27TH!**

Summer Practice Schedule

Putnam Sharks Swim Club

- **6:15– 7:45 AM** - A Group (Most Advanced & Intermediate Swimmers)
 - 15 minutes of team stretching: 6:15 – 6:30 AM
 - 75 minutes of water practice: 6:30 – 7:45 AM
- **7:30 – 8:50 AM** - B Group (Intermediate and Beginning Swimmers)
 - 15 minutes of team stretching: 7:30 – 7:45 AM
 - 65 minutes of water practice: 7:45 – 8:50 AM

Eligibility & Rules

Swimmer: (ONLINE FORM)

- Must have signed and continue to abide by the Swimmer Code of Conduct and Good Sportsmanship Policies throughout the swim season: on pool deck, during dryland practices, at home and away meets, and ideally extending outward beyond the aquatics facility(s).
- Must be between **5 – 18** years of age to participate.
- Must demonstrate a fundamental ability to learn the techniques of swimming in a team setting.
- Must be able to complete **at least** 25 yards, 1 length of the pool, on top of the water without touching the sides or bottom without too much effort. Exceptions and deviations may be allowed at the coach's discretion. Age among other factors is considered during tryouts.

Parents/Guardians: (ONLINE FORM)

- Must have signed and continue to abide by the Parent/Guardian Code of Conduct and Good Sportsmanship Policies throughout the swim season: on pool deck, during dryland practices, at home and away meets, and ideally extending outward beyond the aquatics facility(s).

Any breaches of the Code of Conduct and Good Sportsmanship Policies form signed by either a swimmer or his/her parent(s)/guardian(s) may result in immediate suspension or ineligibility to participate on the Putnam Sharks Swim Club. The Board will vote on each case as necessary.

Parent Volunteering/Participation Requirement

Not fulfilling this policy will result your swimmer(s) not being able to participate in swim meets.

Please see Parent/Guardian Participation Policies on pages 15 & 16

Fees

Monthly fees:

Putnam Sharks Swim Club

- Are due by the **first** week of each month and are to be paid Online through ACTIVE (Activeworks.net), **NO CASH will be accepted** Online Registration is REQUIRED for participation.
 - Monthly fee per swimmer of **\$55**
- Failure to pay the monthly fee by the designated time period will result in a reminder email and text message being sent to all qualifying individuals. This email will outline the possible consequences if the delinquent payment persists, **but its primary purpose is to be interpreted as a REMINDER.**
 - Please **DO NOT** take this email in a negative manner, everyone gets busy and forgets things from time-to-time, this is completely understandable. **Auto Payments have taken care of this issue in most cases.**

Annual fees: (ONLINE PAYMENTS)

- An (OPTIONAL) **\$25** fee for the First Coast Summer Swim League. This is a membership fee that allows the swimmer to compete in all meets. If the fee is not paid, your swimmer(s) will not be allowed to compete. However, being in the club does not mean swimmers are required to compete.
- A (NON-OPTIONAL) insurance fee of **\$25** will be required prior to any practices.

Personal Equipment fees:

- Swim suit:
 - Practice suits are at the discretion of the swimmer and family. Must be one piece, and semi-tight to tight fit. **ABSOLUTELY NO GYM SHORTS!**
 - Team suits will be ordered the week after each enrollment period ends. The team suit will be solid black with the Sharks logo screen-printed. Swimmers **MUST** have a solid black team suit to participate at swim meets and on relay teams. **NO EXCEPTIONS TO THIS RULE WILL BE MADE!**
 - Girls - **\$60 - \$15 (Booster Club fundraising efforts) = \$45**
 - Boys - **\$45**
- OFFICIAL Club Cap (TEAL): the cap **must be worn** at all swim meets; it shows uniformity as well as team spirit. One size fits all, if you have a swimmer with a lot of hair please purchase a specialty cap to be worn underneath to keep hair and outer cap in place. Another option is to wear two Silicone caps, one goes on first, then goggles, then the top cap. Price of caps are **\$15.**
- Goggles: **NOT OPTIONAL, ALL SWIMMERS MUST HAVE GOGGLES OR THEY CAN NOT SWIM AT PRACTICES, THIS IS A SAFETY ISSUE!** The booster club is constantly ordering team goggles **\$30** (speedo vanquisher 2.0, silver mirrored lenses) and these are the recommended choice.

Putnam Sharks Swim Club

- Mirrored goggles are important for use during the afternoon and daytime, think of them like sunglasses. Non mirrored, clear goggles can also be purchased for nighttime/morning practices to make the water more visible.
- **For swimmers who require corrective lenses, prescription goggles are available in the same style and are only a couple dollars more and are highly recommended as the children are often required to read workouts posted on the whiteboards on pool deck as well as the pace clock. See coach Jake for more information on these goggles.**
- Goggle Bungee Strap: this is a very important item (\$5), it allows for quick and easy goggle tightening and loosening. Adjusting goggles can take up to a few minutes per pair, and this takes away from valuable instruction time as well as splitting the attention of the coaches from watching the pool for safety reasons.
- (Optional) T-shirt (\$15) – Generously provided by Dr. Chapman and Steve Chapman Orthodontics for all currently registered swimmers for the summer season. Parents and family members will be able to order additional tees. **PARENT/FAMILY ORDERS COMPLETED ON WEBSITE!**

Equipment Needed

- Swim Suit –
 - One Piece, Racer back for girls, tight fit
 - Speedo or Jammer cut for boys, tight fit
- Sports bag to store any personal equipment
- Clean Towels – often need more than one
- Goggles – back-up pairs are a great idea
- Swim Cap – back-up pairs are also a great idea
- Water or Gatorade (**no open containers**)
 - There is a water dispenser at the pool but **NO CUPS WILL BE PROVIDED**, have your child bring multiple empty water bottles in their bag to make sure they DO NOT **DEHYDRATE!** Please make sure your child has a sports bottle at each practice.
- Athletic Shorts and T-shirt for dryland activities
- **Athletic Shoes AT EACH AND EVERY PRACTICE** for dryland activities
- Flip-Flops for use after practice

Please make sure that your swimmer brings these to practice every day!

Putnam Sharks Swim Club

Swim Meet Information

- You should enter swim events for the meets via the online system, there is no guarantee that each swimmer will get their desired events.
- You must arrive early to every swim meet (20 minutes early), the times for the meets will be known well in advance of each meet. It is extremely important that your swimmer be given the time to stretch and warm-up for meets; this helps to prevent injuries and allows your swimmer to do his/her best at the meet by feeling out the subtle and not so subtle differences between each pool (slickness of the wall for turns, how the blocks feel, and the distance from the flags to the wall).
 - If contact is not made prior to the 20-minute deadline, one attempt will be made on the part of a team representative and then swimmer(s) will be scratched from ALL relay events. If swimmer(s) have not contacted and are not on site 10 minutes prior to the start of meet, swimmer(s) will be scratched from ALL events.
- If you have signed up for a meet and cannot attend, you must make contact prior to the start of the meet; this is very important as changes will need to be made to events and heats.
- Each swimmer will swim a maximum of four events at each meet, three individual events and one relay or two individual and two relays or three individual events and no relays.
- Each swimmer needs to stay for the entire meet to support their friends and fellow swimmers. Unless there is an unexpected emergency, please do not leave directly after your swimmers last event has been swam. One of the biggest goals of this team and Coach Jake is to build good sportsmanship qualities for swimmers and parents.

Things to Bring to Swim Meets

- Sharpie, Felt-tip marker
- Extra towels as swimmers will be in and out of the water
- Travel Chairs, seating at meets is ALWAYS very limited
- Sunscreen, Sunglasses, Hats, etc.
- Healthy Snacks, Bottled water, etc.
- Team Suit, Caps, and Goggles

Putnam Sharks Swim Club

Summer Swim Meet Schedule – SUBJECT TO CHANGE

- Saturday, June 3: **Putnam VS TBA (HOME MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Saturday, June 10: **Putnam VS TBA (AWAY MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Saturday, June 17: **Putnam VS TBA (HOME MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Saturday, June 24: **Putnam VS TBA (HOME MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Saturday, July 1: **Putnam VS TBA (AWAY MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Saturday, July 8: **Putnam VS TBA (AWAY MEET):**
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM
- Championships: Sunday – July 16 –, Jacksonville,
 - Arrive: 7:00 AM, Stretching: 7:15 AM, Warmup: 7:30 AM, Start: 8:00 AM

Swim Camp

NO SWIM CAMP PLANNED AT THIS TIME

Contact Information

Head Coach Jake MacGibbon: (386) 937-5077; jake@putnamsharks.com

Booster Club Contact: Kathy Breed: (386) 937-6558; booster@putnamsharks.com

Booster Club Contact: Nicole Grace: (904) 309-3069; booster@putnamsharks.com

Mailing Address: PO Box 1623, Palatka, FL 32178

Putnam Aquatic Center: (386) 312-2221; 1209 Westover Drive, Palatka FL 32177

PutnamSharks.com; info@putnamsharks.com

Website: PutnamSharks.com

Facebook: Putnam Sharks Swim Club

Instagram: PutnamSharksSwimClub

Putnam Sharks Swim Club

Media Release Form

As part of the Putnam Sharks Swim Club communication process, the organization maintains a web site Facebook, Instagram and periodically prints information related to swimmers and practices or provides information to news organizations.

1. I hereby authorize the use of still photographs taken at swim meets or other swim team functions. I recognize these photos may be posted on the team website, Facebook, or other social media outlets or used by news media in covering swimming events.
2. I understand that no personal demographic information will be posted on the team web site in conjunction with these photos, unless specifically opted into the team bio section of the website.
3. I hereby grant permission to post swimming-related statistics and information on the team website, the team newsletter and/or to provide this information to the news media.
4. I understand that neither my swimmer nor I will receive payment or other compensation for the use of such photos or statistics.
5. I authorize the Swim Club to use our contact information in a club roster.
6. I hereby release the Swim Club from any and all liability in connection with the above said uses and purposes.

I agree to the terms mentioned above and will bring any stipulations up to the coach and organization representative A.S.A.P.

Putnam Sharks Swim Club

Swimmer Code of Conduct and Good Sportsmanship Policies

As a swimmer and member of Putnam Sharks Swim Club, I will abide by the following guidelines:

1. Swim for the fun of it and to please yourself, not just to please your parents or coach.
2. Make every team practice, meet participation and activity, an opportunity to learn.
3. Swimmers are expected to remember that at practice, during swim meets, team activities and in public, they are representing Putnam Sharks Swim Club. They should represent with excellence, respect, team spirit, good sportsmanship, and politeness.
4. Swimmers are expected at all times to follow the directions of any member of the coaching staff, respect any instructions by officials and any person who is a chaperone/team representative. Disrespect or failure to obey instructions will not be tolerated from any athlete.
5. Swimmers are expected to show respect, common courtesies and good sportsmanship at all times to the team members, coaches, competitors, officials, parents and for all facilities and other property used during practices, competitions and team activities.
6. Swimmers should be punctual and arrive on time for all practices and meets and team events. Pool time is very valuable.
7. Swimmers must notify the coach in advance if they are planning to leave practice or swim meets early.
8. Swimmers are expected to wear Putnam Sharks Swim Club caps and team swim suits at all swim meets. This displays team pride and also makes it easier to identify swimmers on the blocks and in the water.
9. Swimmers will come to all team sponsored events in the appropriate attire.
10. Swimmers should be an active participant in all team practices, competitions, fundraising events and other team activities.
11. Focus on every drill and every set. Be committed to putting forth your best effort everyday. An honest effort does not include cutting laps, pulling on lane lines or missing send offs/sets. Disruption of practice by an athlete will be grounds for removal. Continual cheating in a practice will be considered a disruption of practice.
12. Swimmers are expected to pay attention and follow all of the coach's instructions completely and exactly. If any clarification is needed, they are to ask questions politely.
13. Swimmers are expected to use appropriate language. Use of profane or abusive language or obscene gestures will not be tolerated.
14. Dishonestly, theft, and/or vandalism will not be tolerated.
15. There shall be no drinking of alcohol or use of tobacco products or illegal drugs or any substances banned by USA Swimming
16. Swimmers are expected to respect each other. Fighting, intentional touching or striking another athlete will subject the swimmer to the most severe discipline.

Swimmers are expected to follow the spirit of the rules as well as the specific rules. The coach must adapt this philosophy to an infinite number of situations. Swimmers are asked to respect the coach's directions and give their full cooperation. Cooperation with teammates and staff will produce a productive practice environment for all.

Should I conduct myself in such a way that brings discredit or discord to Putnam Sharks Swim Club, I voluntarily subject myself to disciplinary action. Putnam Sharks Swim Club maintains the right to terminate any membership with or without cause in the interest of our vision, mission and objectives.

Putnam Sharks Swim Club

Parent/Guardians Code of Conduct and Good Sportsmanship Policies

As a parent of a swimmer and member of Putnam Sharks Swim Club, I will abide by the following guidelines:

1. Practice TEAMWORK with all parents, swimmers and coaches by supporting the values of Discipline, Loyalty, Commitment and Hard Work.
2. As a parent, I will not coach or instruct the team or any swimmer at a practice or meets (from the stand or any other area) or interfere with coaches on the pool deck.
3. Demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials and the coaches at meets and practices.
4. Maintain self-control at all times. Know my role:
 - a. Athletes – Swim
 - b. Coaches – Coach
 - c. Officials – Officiate
 - d. Parents - Parent
5. As a parent, I understand that criticizing, name-calling, use of abusive language or gestures directed toward the coaches, officials, and/or any participating swimmer will not be permitted or tolerated.
6. Parents will refrain from any illegal or inappropriate behavior that would detract from a positive image of Putnam Sharks Swim Club or be detrimental to its performance objectives.
7. Enjoy involvement with Putnam Sharks Swim Club by supporting the swimmers, coaches and other parents with positive communication and actions.
8. Parents are to refrain from distracting the Coach during team practices; including discussing upcoming meet events; status of swimmer's abilities, etc. It is best to communicate after practice and/or through e-mail.
9. All communication with all Sharks Coaches and team parents is to be conducted respectfully. While disagreements are inevitable, derogatory communications whether verbal or via e- mail (text) will not be tolerated.
10. During competitions, questions or concerns regarding decisions made by meet officials are to be directed to a member of our coaching staff. Parents address officials via the coaching staff only.
11. Timing is a requirement when attending meets, even when an assigned timing position may prove to be inconvenient; we as a team are responsible to fulfill this requirement.

Should I conduct myself in such a way that brings discredit or discord to Putnam Sharks Swim Club, I voluntarily subject myself to disciplinary action. Putnam Sharks Swim Club maintains the right to terminate any membership with or without cause in the interest of our vision, mission and objectives.

Putnam Sharks Swim Club

Parent/Guardian Participation Policies

Welcome and thank you for your interest in the Putnam Sharks. Oftentimes parents and guardians do not get enough credit for all the work they do behind the scenes, like waking early to prepare meals and driving the kids to and from practices, allowing their children to participate and compete in these athletic activities. That being said, joining and participating with a swim program comes with even more commitment. Swim programs thrive or fail based on the support and volunteerism of its parents. Even more so than other sports, swimming requires participation at almost every level; supporting the coaches on and off the deck, participating in and organizing swim meets, ordering suits and other clothing, raising needed funds to buy supportive learning equipment, and by participating in the supportive team booster club. These are but a few of the responsibilities a parent or guardian of a swimmer will be expected to fulfill.

Each family, regardless of the number of swimmers attached, will be required to volunteer at 2 regular season swim meets and possibly at the championship meet.

Families will have an opportunity to fulfill the participation requirement at any of the home or away meets, see responsibilities attached to this document. Please note that Championships duties will require volunteers as well, this is a very large swim meet and oftentimes being on deck behind the blocks is the best view in the house. The week prior to Championships participation requirements will be assessed. If we are unable to meet the volunteer requirement for championships, results can be entire age groups of swimmers will not be allowed to participate at the meet.

Please help us make this year be an exceptionally wonderful experience for the swimmers.

Thanks You!

Jacob MacGibbon
“Coach Jake”

Putnam Sharks Swim Club

Parent/Guardian Participation Policies (continued)

Volunteers are critical to the running of our swim meets. Competitive swimming requires parents to be actively involved in all aspects of our swim meets. Timers, judges, concessions attendants, announcers, starters, and scorekeepers are a few of the positions, which are filled by parent volunteers. **Volunteering is a requirement for our Summer swim meets!**

The volunteer coordinator will assign volunteer positions for each meet. If you are new to the club or have special requirements, please talk to our volunteer coordinator who will fit you into a position where you will be best suited, and will work best for your family.

An email reminding the club of the volunteers will be sent via Active and you will sign up on the website, this will be provided at least 72 hours prior to the meet start time. You are responsible to contacting the volunteer coordinator and signup for a position.

The Club understands that there may be circumstances that conflict with this obligation. Please keep your Volunteer Coordinator informed so that there are no misunderstandings. **We cannot run these meets without the assistance of every family!!** If there is a last minute change due to an emergency (sickness, work schedule, running late for your shift, etc.) you need to call or text the Volunteer Coordinator ASAP.

Penalty for non-compliance of the volunteer policy WILL RESULT IN THE REMOVAL of the swimmer in their meet events.

Family Responsibilities (Per Swimmer):

Summer Season Swim Meets: Each swimmer will be required to have one attached parent/guardian participate in 2 regular season meets at a minimum.

Championship Swim Meet: Each swimmer will be required to have one attached parent/guardian participate at the Championship Meet.