

## Va Swimming Financial Summary

### Year 16 /17 End July Financials

8/14/2017

*** Revenue ***	Budget	June	July	Year to Date
USAS Registration	\$428,400	\$10,258.00	\$1,126.00	\$431,939
VS Registration	\$95,200	\$2,231.00	\$247.00	\$96,898
USAS Club Dues	\$3,640	\$140.00		\$3,500
VS Club Dues	\$1,560	\$60.00		\$1,600
Meet Sanctions	\$2,700	\$280.00	\$180.00	\$2,700
Meet Rebates	\$165,000	\$8,929.25	\$12,048.65	\$147,843
Meet Swimmer Fees	\$0			\$0
Sales & Misc.	\$2,500		\$634.00	\$1,884
Championship Meet Revenue	\$0			\$500
Sectional Meet Revenue	\$10,000			\$5,000
Zone Meet Revenue	\$50,000			\$0
SC Zones Revenue	\$0			\$0
LC Zones Revenue	\$42,025			\$18,101
Clinics and Swimposium Revenue	\$3,500			\$3,679
Awards Banquet	\$25,000	\$415.44	\$40.00	\$26,276
Zone Meeting Revenue				0
Interest - Checking	\$25	\$1.63	\$1.59	\$18.23
Interest - Reserves	\$400	\$5.64	\$5.82	\$91.27

<b>Total Revenue</b>	<b>\$829,950</b>	<b>\$22,321</b>	<b>\$14,283</b>	<b>\$740,028</b>
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### \*\*\* Expenses \*\*\*

USAS Registration	\$428,400	\$8,080.00	\$3,556.00	\$433,362
USAS Club Dues	\$3,640	\$140.00		\$3,430
Travel - US Open	\$2,500			\$0
Travel - LC Nationals	\$25,000	\$1,500.00	\$500.00	\$5,500
Travel - SC Nationals	\$20,000	\$375.00		\$26,000
Travel - National Team Trials	\$0			\$0
Travel - National Youth Team	\$1,500			\$0
Travel - Discretionary	\$3,000			\$2,056
National Travel - Coaches				\$1,500
Senior Championships Support	\$15,000			\$1,977
Championship Meet Expenses	\$5,000		\$4,330.78	\$5,626
Sectional Meet Expenses	\$10,000			\$4,942
Zone Meet Expenses	\$50,000		\$400.92	\$401
SC Zones Expenses	\$0			\$0
LC Zones Expenses	\$82,525	\$16,892.60	\$16,694.46	\$47,068
Administrator	\$31,500	\$2,625.00	\$2,625.00	\$28,875
Payroll Taxes	\$2,835	\$200.82	\$200.81	\$2,265
Webmaster	\$20,000	\$1,542.00	\$1,542.00	\$16,962
Website Expenses	\$3,000			\$540
Administration Expenses	\$14,000	\$400.04	\$927.08	\$11,956
Awards Banquet	\$40,000			\$37,245
National Convention	\$15,000	\$1,121.47		\$14,581
Equipment	\$3,000			\$2,543
Officials Training & Travel	\$18,000	\$517.35	\$1,700.21	\$15,080
Supplies & Misc.	\$3,000	\$91.58	\$829.10	\$3,488
USAS Workshops	\$3,000			\$9,806
VS Workshops	\$1,000			\$0
VS Camps & Clinics	\$4,000			\$1,277
Diversity & Outreach Programs	\$7,000	\$1,287.25		\$11,215
Safe Sport Programs	\$1,000			\$0
Make A Splash Programs	\$10,000			\$6,000
Coach Mentoring Program	\$0			
Zone Meeting	\$3,000	\$290.78	\$455.22	\$3,105
Championship Meet Awards	\$30,000			\$24,553
Grants/Development/Clubs	\$50,000			\$6,700.00

<b>Total Expenses</b>	<b>\$905,900</b>	<b>\$35,063.89</b>	<b>\$33,761.58</b>	<b>\$728,053.67</b>
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<b>Net Income (Loss)</b>	<b>(\$75,950)</b>	<b>(\$12,742.93)</b>	<b>(\$19,478.52)</b>	<b>\$11,975</b>
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### Checking:

Beginning Funds	<b>\$101,628.00</b>
Net Income (Loss)	<b>\$11,975</b>
Interest Transferred from (to) Reserves	<b>(\$91.27)</b>
Other Transfers from (to) Reserves	<b>\$50,000.00</b>
Ending Funds	<b>\$163,511</b>
<b>VS Reserves</b>	<b>\$330,673</b>
<b>Total Funds</b>	<b>\$494,185</b>

## Treasurer's Report, August 23, 2017

Action: I would like the BOD to approve the mileage reimbursement rate for personal car use at the average of the IRS rates, which for 2017 would be \$0.34 per mile.

Rational: When gasoline was in the \$4.00 range, we were using \$0.35 per mile, as gas prices dropped we changed that to \$0.25 per mile, the rational being that a car getting 20 miles/gal would be reimbursed about double what they pay for fuel. The IRS has set mileage deduction rates at \$0.14 / mile for use of cars for charity purposes and \$0.535 / mile for business use.

I have had some questions about the \$0.25 / mile rate and it has been suggested we use the average of the IRS rates, or \$0.34 / mile. These rates are used for swimmers / officials who drive to National meets and are seeking travel reimbursement, as well as other reimbursable travel for Va. Swimming business.

### Other Notes:

- 1.) With the change in officers, I will be initiating new signature cards for the checking and money market accounts. Bryan, John, Bill, and I will be the on the revised signature cards.
- 2.) I am initiating the action to add a credit card for Bryan as the General Chair gets one of the cards. At some point this will also close the card that Steve has.
- 3.) In September, I will also be updating the records with the State of Va. to show our new officers. Note that when you see the 990 form for this year it will reflect the outgoing BOD with the new officers listed next year.
- 4.) After closing the books for this year and making back-ups, I plan to upgrade the financial software to the 2017 version vs the 2013 version currently being used.

## **Finance Committee Report – 8/22/2017**

**(Action required)** I received six outreach entry fee reimbursement requests from SEVA in August. Three of the requests were submitted within the allowed 60 days and were approved for payment. The other three requests were received 1 to 3 months late. The coach who submitted the requests said that he was injured in an auto accident in May and was unable to submit the three late requests at that time. I have approved the three requests for a combined reimbursement of \$158.00 and would like Board approval to pay these reimbursements.

**This item can be included in the Consent Agenda.**

## **Club Development Grant Committee Report**

Poseidon Swimming submitted a status report and a note of appreciation for the \$5,000 grant awarded to the club in January. Poseidon applied the funds to their Poseidon Lite program to attract potential athletes to full team membership. The Lite program drew 116 swimmers at two pool venues. During the year, 14 swimmers upgraded to full team membership. More upgrades are expected during the Fall 2017 team registration.

Submitted by Bill Geiszler, Finance Committee Chair

## Technical Planning Report

August 2017

The 2017-2018 meet schedule has been updated to reflect all bids received to date. There is still no bid for the Northern District/Regional 12 and under meet. The teams in that district have been contacted to see how this might be resolved. To date, one meet for 2017-2018 has been sanctioned and 3 others are in the process.

Members of the Technical Planning Committee have been contacted to verify their interest in returning for the coming year.

A member of my committee is in the process of writing up a recommended policy dealing with multiple bids received for the same venue for a championship series meet. I have reminded that member that time is of the essence as the issue of the Southeastern Summer Awards meet is still unresolved.

As of right now, the district and regional alignments for both short and long course will remain the same for 2018.

Respectfully,

Jessica Simons

**Registration Report**  
**Virginia Swimming Board of Directors**  
**August 27, 2017**

**Membership Statistics:** As of 8/23/17

	<b>Actual Transactions</b>	<b>Current Membership</b>
<b>Year-round Athletes:</b>	6751	6703
<b>Seasonal:</b>	198	198
<b>Non-athletes:</b>	977	1001
<b>Clubs:</b>	49	48

At this point all clubs are current with registration payments.

**Safe Sport:** APT will be moving to a new platform called USA Swimming LEARN. In order to transition to this the current APT will be shut down Monday – Thursday, 8/28 – 8/31/17. During this time, no one will be able to complete the APT. A press release will be sent out when then transition to the new platform is complete. I am also happy to announce that the new vendor handling BG checks seems to be getting them completed much quicker than the previous vendor!!

**Swimposium 2017:** This year’s event will be held on September 30<sup>th</sup> at the Hilton Garden Inn (Innsbrook) in Richmond. The following individuals will serve as presenters: Ron Van Pool, Officials, Kate Lundsten, Coaches, and Pam Lowenthal, Parents. I am excited to announce that Leah Smith and Ian Crocker will be our Olympians for the Athlete Clinic!! Flyers will be sent out next week to teams and posted on the website. Certification classes for coaches will also be held on the 30<sup>th</sup>. Coaches will be able to complete certifications in CPR/AED as well Safety Training for Swim Coaches.

**2017 LC Zones:** From a meet management perspective (I’ll let Maureen talk about the team), the meet was very successful. PSDN did its usual fine job of handling the details of the meet, hosting over 1100 athletes and many parents. The numbers were down almost 200 athletes from 2015 which made the timelines manageable with using chase starts during the 13 & O sessions only.

**EZ Spring Age Group Champs:** In the fall, the EZ approved changing the spring meet from an All Star format to one where qualifying times are used for meet entry. At the EZ meeting at the first of May, the EZ approved changing to meet from an LSC entered meet to a team entered meet. This means that the LSC no longer selects the team and a team can choose to attend the meet with any of its athletes who qualify. These changes will be in effect for the 2018 spring meet which will be held in Webster, NY, March 29-31. Qualifying times will be posted as soon as they are available.

## **Virginia Swimming Disability Committee**

### **Report for August 22, 2017**

The VSI Disability Committee wishes to acknowledge the passing of Mr Lee H. Gibbs, 68, on August 16<sup>th</sup>, 2017. Lee served as the chair of the VSI Disability Committee for many years, and he was always a strong LSC and national advocate for this special and very important cohort of swimmers. Lee was a graduate of the University of Richmond and he was retired from Dominion Virginia Power. He was a retired Lt. Col. in the Virginia Army National Guard, where he was Commander of the Third Battalion, 111<sup>th</sup> Air Defense Artillery. Lee, you will be missed by many. Lee, thank you for all that you did for our VSI swimmers and for opening our eyes to the unique needs of our Disability Swimmers.

Joseph Peppersack, our former VSI Disability Swimmer, moved on August 22 to the University of Mary Washington, where he plans to study business. Joseph is on the UMW Swim Team. This summer, Joseph participated in two of the Para Swimming World Series, in Indianapolis and in Berlin. In Berlin, Joseph swam in two relays, where he helped to earn GOLD in both. Joseph also earned a bronze medal for one of his individual events. Go, Joseph !!

Sean Harrington is still working at Chesapeake Regional Medical Center, in the Department of Materials Management. Sean still swims 3 to 4 times per week at the Great Bridge YMCA, where he does 5,000 meter swimming workouts. Sean also plays the trumpet in an amateur /professional band called the "17 South. "

Samantha Tubbs has set several American records. She is still training at the Olympic Training Center in Colorado Springs, Colorado. She has just received her letter of acceptance for continued training at the Olympic Training Center next year.

Emilia Scovel has been recovering from major surgery, involving muscle lengthening and left ankle manipulation. She has been with her Summer League Swim Team, the Dominion Valley Sharks.

The VSI Disability Committee is very fortunate to have Coach Dalton Herendeen join our group.

Coach Herendeen is a very active Swimming coach for the Fredericksburg area. He is also a lower extremity amputee and is truly remarkable in how he maneuvers with his leg prosthesis. The Disability Committee is very pleased to have Coach Herendeen as a superb role model for our VSI swimmers.

Upcoming events for last summer and fall include:

- The 2017 Deaflympics, which took place in Samsun, Turkey from July 18<sup>th</sup> – 30<sup>th</sup>, 2017.
- Sept 9<sup>th</sup> – 10<sup>th</sup>, 2017: The California Classic (Yucaipa, CA: PI Nat Classifications available)
- Sept. 10<sup>th</sup>, 2017: the USA Paralympic Swimming Clinic (Lakeland, Florida)
- Sept. 13, 2017: the USA Aquatic Sports Convention Disability Swimming Workshop
- October 21- 22: the ASL Fred Lamback Disability Meet (Augusta, GA )
- December 14<sup>th</sup> – 17<sup>th</sup> : Can-Am OPEN (Charlotte, N.C )
- January 21 and 22, 2018: The Disability Swimming Workshop (Colorado Springs OTC

If you have specific concerns or suggestions for better inclusion and recognition of our VSI Disability Swimmers, please contact me or one of our VSI Disability Comm. Members. The members of your VSI Disability Swimming Committee include: Coach Dalton Herendeen, , Pat Donohue, Jessica Simons, Kim Downs, Coach Art Anthony, Ray Tubbs, John Harrington, Sandy Peppersack, and Sean Harrington. The VSI Disability Comm needs at least two athletes (who can be able – bodied) to serve on this committee .Interested athletes should contact David Strider, VSI Disability Comm. Chairperson.

Respectfully submitted,

David V. Strider

Chairperson : VSI Disability Swimmers Committee

## RESULTS OF COACH SURVEY

### Age-Group:

1. All expressed their gratitude and happiness regarding the difference in "fair and equitable" officiating at Long Course Age Group champs in comparison to Short Course Age Group champs. They felt it was a very smooth and well run meet.
2. There were a few comments regarding moving Age Group Champs from Christiansburg to a more centralized location like Richmond.
3. A few commented on the need to adjust our qualifying times for age group champs based on the following:
  - Some events only had 3 heats in being swum in the preliminary heats.
  - There is a major imbalance between the number of athletes who are achieving our Long course standards vs. our short course standards (aka at the long course meet there were many athletes who had only achieved the short course cuts, and in some events that was leaking into the circle seeded heats which it shouldn't if the cuts are properly aligned).
  - We have a crop of fast 13-14 swimmers currently, but that won't always be the case. Currently some of our 13-14 standard is faster than our Senior Champs Standards.
  - Cut times need to be adjusted so that we can help keep kids in the sport and not lose them to other sports.
  - Suggestion was made to adjust to the following format:
    - 10 and Under- A times across the board as cut times
    - 11 and Older- AA times across the board as cut times.

### VSI:

1. Coaches did feel that VSI is doing a good job of meeting the needs of coaches across the LSC as it relates to Meet Opportunities and Championship meet formats (other than what is outlined above). Few comments about difficulty of getting into LC Meets. Request to look into other in-season options.
2. Support for having coaches committee to research and provide options for insurance, retirement, etc.
3. Support for having Age Group and Senior Champs on different weekends

### Senior:

1. Received a few comments requesting information on travel reimbursement for coaches and athletes. Also had a couple complaints on the cost of zones.
2. Not much was mentioned regarding insurance opportunities, retirement, etc., as was outlined/asked in the survey that coaches filled out.
3. One request for adding 50's of stroke



Hi Steve,

JUST a few quick words....i think we should consider using another PSDN facility for swimposium. I'm sure another facility such as Midlo Y could handle the numbers.... the costs would probably be better as well...

On Zones, if we can get Liberty for a good price, which has been my understanding (although that could just be rumor) I think we should go it. If they agree to host this event in the future, it will help us to provide a great ongoing facility - and hopefully revenue as well. I'm not sure how I feel about PSDN being the host. Seems too far away (Im not sure that they will make it as easy to run a meet as CSAC has done for us) and the meet should be bid out like any other meet...

Once again, sorry I can't make the meeting on Sunday.. if I can be of any help, please let me know...Thanks!!

Kevin

## Safety report

June 7 USAS conducted a Operational Risk Chairs Workshop. Their were 5 areas of concern and I am sure will be again presented at the 2017 USAS convention

1. Air and Water Quality again a big issue as it has been for past 6 years I have attended Safety conference. VSI addressed this issue in 2016 with the addition of Best Practices for Air and Water Quality to our Procedures manual. Their seems to be a renewed interest in our LSC to revisit this issue.
2. Meet Marshal's Guidelines with recommendations we adopt improvement in training, Non Athlete [registration and certification](#).
3. Focus on Hypoxic training and prevention.
4. Concussion and Return to play
5. Certification for Racing Starts updated to include Backstroke with and without Ledge.

Gordon Hair

**GENERAL SAFETY GUIDELINES**

1. The Meet Director and Meet Referee are responsible for venue safety inspection (see Virginia Swimming Safety page for checklist) and resolution of issues prior to the beginning of the meet.
2. Hazards in locker rooms, on the deck, or in areas used by coaches, swimmers, spectators, or officials shall be removed or clearly marked.
3. Assignment of Marshals shall be the responsibility of the host club/Meet Director. A minimum of two Marshals must be present and on duty at all times. These Marshals shall be at least 18 years old. Lifeguards required by colleges and recreation centers may **NOT** be used in place of Marshals. Marshals shall wear distinctive, bright-colored, identifying shirts/vests (preferably, USA Swimming orange Marshal vests) at all times while on duty.
4. Some areas of the venue may be off limits for the swimmers, parents, and coaches. These areas shall be clearly marked, and such boundaries shall be enforced by the Marshals.
5. Where feasible the Announcer should announce periodic safety reminders throughout the meet (see Virginia Swimming Safety page for examples).
6. Running on the deck is not permitted during the meet or during warm-ups.
7. Horseplay is not permitted anywhere in the venue during the meet or during warm-ups.
8. Shaving is not permitted anywhere in the venue (including locker rooms). Swimmer noncompliance will result in dismissal from the meet.
9. **USE** of cameras or camera cell phones is prohibited in locker rooms.
10. Warm-up procedures shall be enforced for any breaks scheduled during the competition.
11. A swimmer, coach, or parent may be removed from the deck for interfering with a Marshal in the performance of his/her duties.
12. Any accident/incident, no matter how seemingly insignificant, that occurs at the meet must be reported to the LSC Safety Chair and to USA Swimming using the USA Swimming Report of Occurrence Online Form (see Virginia Swimming Safety page). The Meet Director/Meet Referee is responsible for completing and submitting the form.

**BEST PRACTICES FOR AIR AND WATER QUALITY**

1. Contract/Bid considerations. Host pools bidding on meets should provide what if any provisions they plan to make in preparation of hosting a meet. Examples: Filtration rate normal and meet day, air exchange rate normal and meet day, water test normal and meet day.
2. Complete USA Swimming Walk-Through Facility Form prior to meet.
3. Shower for all swimmers before entering water. This will be process of education, beginning with adding to meet announcement, signage, and providing education to swimmers, coaches, and parents.
4. Meet size and duration for venue. Examples: Number of swimmers (splashes), time line each session to include warm up and events, number of days for meet
5. Breaks for volunteers off deck.

**Meet Marshal's Guidelines**

- **Arrive 15 minutes prior to warm-up to:**
  - Sign in and meet with the Meet Referee
  - Get assignment and any identifying attire
  - Pick up radio and receive assigned radio channel
- **Locate the first aid station and identify who is responsible for providing first aid at the meet:**
  - First Aid kit, spinal backboard, rescue equipment, AED (Automated External Defibrillator)
  - The Emergency Action Plan (EAP) including phone numbers, protocol for getting help, and person on deck who is responsible for activating the EAP. (If there isn't one, discuss with the Meet Referee.)
- **Be in assigned position at the start of the meet warm-up. Provide a safe warm-up/down environment:**
  - No forward or backstroke starts except in controlled one way sprint lanes at the designated time. At all other times feet first entry using the same end of the pool.
  - No training equipment use.
  - No congregating in lanes. Circle swimming only.
  - Report too many swimmers in a lane to Meet Referee.
  - Monitor warm-up/down area throughout the meet.



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**Meet Marshal's Guidelines (continued)**

- **Monitor all meet areas:**
  - Marshals must always be monitoring the warm-down pool
  - Periodically walk through halls, lobbies, spectator areas and other parts of the facility where swimmers may be present.
  - Respectfully request to see credentials from any adult on deck. Report any suspicious or resistant adults to the Meet Referee.
- **Monitor locker rooms and changing areas:**
  - Check with Meet Director regarding any special instructions or facility policies.
  - Confirm placement of signs stating who may and may not utilize the locker rooms.
  - Familiarize yourself with the location of non-swimmer restrooms if applicable.
  - Collaborate with other marshals/pool staff to conduct two-adult periodic walk-throughs of same-gender locker rooms. Document each walk-through as specified by Meet Director.
  - Check for use of prohibited recording devices including cell phones.
  - Check for unauthorized adults. Encourage swimmers not to congregate.
- **Report unsafe areas to Meet Referee:**
  - Electrical hazards, fall hazards like slippery decks, ropes, hoses, cords, use of glass on deck, blood on deck, or anything you consider to be dangerous.
- Don't leave your post without the Meet Referee's approval. Remember, safety is your primary concern. Be polite but firm to ensure a safe environment for all.



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**USA Swimming, Inc.**  
**Operational Risk Committee**  
**Hypoxic Training Recommendations**  
**Wednesday, September 21, 2016**

If hypoxic training is utilized by coaches in the development of advanced competitive swimmers, it must be conducted only when following appropriate principles and under the direct supervision of an experienced coach. These principles are:

1. Coaches should stress to athletes that they should never ignore the urge to breathe.
2. Hypoxic training should involve progressive overload, in line with the athlete's physical and skill development – for example, beginning with efforts over 5m, 10m, then 15m etc. - as the swimmer develops the appropriate skills and physiological capacity.
3. Coaches should ensure adequate rest between hypoxic efforts to ensure full recovery.
4. Athletes should not hyperventilate (take multiple, deep breaths) prior to any underwater or other hypoxic efforts.
5. Hypoxic training should not involve competitive efforts of maximum duration, or distance covered.

**Hypoxic Training – On the Surface and/or Underwater**

Drills may be conducted as part of on top of the water training or under water training. Extreme care must be undertaken by the coach when under water training is being conducted. The risk of a swimmer losing consciousness when on the surface is lower than during underwater swimming drills. While on the surface, swimmers are more likely to take a breath when needed whereas underwater they may resist the urge to breathe. In addition, any loss of consciousness while swimming on the surface is more likely to be noticed by coaches or aquatic supervisors, allowing for a faster rescue response. If a swimmer loses consciousness underwater, that swimmer may go unnoticed for a period of time thereby increasing the likelihood of injury.

Common risk reduction strategies include:

- Hypoxic training should involve progressive overload, in-line with the swimmer's physical and skill development – for example, beginning with efforts over 5m, 10m, then 15m etc. - as the swimmer develops the appropriate skills and physiological capacity.
- Adequate aquatic supervision is provided. Swimmers should never swim alone.

- Never hyperventilate (take multiple, deep breaths) prior to any hypoxic training or efforts or before any underwater swims.
- Structuring sessions to minimize involuntary hyperventilation immediately prior to a hypoxic set.
- Encouraging swimmers to breathe as needed and to stay within their comfort zone.
- Ensuring adequate rest for full recovery between hypoxic efforts. Recovery time will vary from swimmer to swimmer.
- Hypoxic training should not involve competitive efforts of maximum duration, or distance covered. Coaches and swimmers must not engage in breath holding games or challenges.

### **Underwater Drills**

Common underwater activities that can lead to hypoxic blackout include repeated underwater swims or underwater kicking drills as well as stationary breath holding competitions for time. In all instances, the nature of the risk can be high. Even with successful resuscitation, complications including hypoxic brain damage and respiratory infection can occur.

The following considerations must be factored into hypoxic underwater training:

1. Coaches should be aware of the dangers and understand the risks of hypoxic training.
2. Swimmers should be instructed to surface and breathe when they feel it necessary when swimming underwater. Never resist the urge to breathe.
3. Stationary breath holding should never be used as a training method.
4. Only one deep breath should be allowed prior to submersion. Hypoxic blackout is closely linked to hyperventilation.
5. Underwater drills should be at the start of a workout when swimmers are not close to their maximum aerobic capacity (VO<sub>2</sub> max).
6. In general, the drill distance should not exceed 25 yards for a one time attempt. No immediate repeat attempts or challenges should be undertaken. More experienced, elite, athletes may attempt longer distances but should only do so under direct supervision of an experienced coach.
7. Allow adequate time for recovery, which will vary from swimmer to swimmer. Some guidelines suggest at least a two minute recovery time should be allowed before attempting another underwater swim, depending on age and experience.
8. No competitions or challenges; i.e. see who can swim the greatest distance underwater or hold their breath for the longest time will be conducted by coaches or swimmers.
9. There will be no pressure or penalties for swimmers who are unable to hold their breath as long as other swimmers.



# CONCUSSION INFORMATION SHEET

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**Dear Parent/Guardian and Athletes,**

This information sheet is provided to assist you and your child in recognizing the signs and symptoms of a concussion. Every athlete is different and responds to a brain injury differently, so seek medical attention if you suspect your child has a concussion. Once a concussion occurs, it is very important your athlete return to normal activities slowly, so he/she does not do more damage to his/her brain.

## **What is a Concussion?**

A concussion is an injury to the brain that may be caused by a blow, bump, or jolt to the head. Concussions may also happen after a fall or hit that jars the brain. A blow elsewhere on the body can cause a concussion even if an athlete does not hit his/her head directly. Concussions can range from mild to severe.

## **Signs and Symptoms of a Concussion**

Athletes do not have to be “knocked out” to have a concussion. In fact, less than 1 out of 10 concussions result in loss of consciousness. Concussion symptoms can develop right away or up to 48 hours after the injury. Ignoring any signs or symptoms of a concussion puts your child’s health at risk!

## **Signs Observed by Coaches, Officials, Parents or Guardians**

- Appears dazed, stunned or confused
- Unsure about event, location or name of meet
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes – irritability, sadness, nervousness, emotional
- Can’t recall events before or after incident

## **Symptoms Reported by Athlete**

- Any headache or “pressure” in head - how badly it hurts does not matter
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light and/or noise
- Feeling sluggish, hazy, foggy or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”
- Trouble falling asleep
- Sleeping more or less than usual

## **Be Honest**

Encourage your athlete to be honest with you, his/her coach and your health care provider about his/her symptoms. Many young athletes get caught up in the moment and/or feel pressured to return to sports before they are ready. It is better to miss practice or meets than the entire season... or risk permanent damage!

## **Seek Medical Attention Right Away**

Seeking medical attention on the day of the event is an important first step if you suspect or are told your swimmer has a concussion. A qualified health care professional will be able to determine how serious the concussion is and when it is safe for your child to return to sports and other daily activities:

- No athlete should return to activity on the same day he/she gets a concussion
- No athlete may return to training, regardless of sport, until he/she is cleared by a health care professional with a note specifying clearance. Athletes should NEVER return to the pool if they still have ANY symptoms..... in case an athlete returns with a note and then during the practice complains of a headache or other symptoms
- Parents and coaches should never pressure any athlete to return to play

## **The Dangers of Returning Too Soon**

Returning to the pool too early may cause Second Impact Syndrome (SIS) or Post-Concussion Syndrome (PCS). SIS occurs when a second blow to the head happens before an athlete has completely recovered from a concussion. This second impact causes the brain to swell, possibly resulting in brain damage, paralysis, and even death. PCS can occur after a second impact. PCS can result in permanent, long-term concussion symptoms. The risk of SIS and PCS is the reason why no athlete should be allowed to participate in any physical activity before they are cleared by a qualified health care professional.

## **Recovery**

A concussion can affect school, work, and sports. Along with coaches and teachers, the school nurse, athletic trainer, employer, and other school administrators should be aware of the athlete's injury and their roles in helping the child recover. During the recovery time after a concussion, physical and mental rest is required. A concussion upsets the way the brain normally works and causes it to work longer and harder to complete even simple tasks. Activities that require concentration and focus may make symptoms worse and cause the brain to heal slower. Studies show that children's brains take several weeks to heal following a concussion.

## **Returning to Daily Activities**






1. Be sure your child gets plenty of rest and enough sleep at night – no late nights. Keep the same bedtime weekdays and weekends.
2. Encourage daytime naps or rest breaks when your child feels tired or worn-out.
3. Limit your child's activities that require a lot of thinking or concentration (including social activities, homework, video games, texting, computer, driving, job-related activities, movies, parties). These activities can slow the brain's recovery.
4. Limit your child's physical activity, especially those activities where another injury or blow to the head may occur.
5. Have your qualified health care professional check your child's symptoms at different times to help guide recovery.





# FORWARD

## Racing Start Certification



	1	2	3	4	5
 Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Knelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Compact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Stride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Shallow Start	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Based on personal observation, it is the professional judgment of the Coach that the swimmers identified above are capable of performing a shallow racing start on dem and and can safely perform a racing start in four feet of water.  
**PRINT AND SIGN FOR EACH SKILL**

Print \_\_\_\_\_  
 Sign: \_\_\_\_\_

# BACKSTROKE

## Racing Start Certification

	NO LEDGE	WITH LEDGE
 Water Level	<input type="checkbox"/>	<input type="checkbox"/>
Date Completed _____		
 Bar Grip	<input type="checkbox"/>	<input type="checkbox"/>
Date Completed _____		

Print \_\_\_\_\_  
 Sign: \_\_\_\_\_

Print \_\_\_\_\_  
 Sign: \_\_\_\_\_