

2021-2022

DSC Competitive Handbook



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Welcome to Durham Synchro Club's 2021 - 2022 Competitive Season!

Durham Synchro Club (DSC) is a non-profit, incorporated organization that continues to enhance its Competitive Program each year as part of our ongoing strategic plan of creating a "Centre of Excellence" for swimmers in the Durham Region and the Eastern corridor of Toronto and Ontario.

Our teams and swimmers continue to have success at competitions at the Novice Pre-Competitive, Provincial and National levels. We're looking forward to a new and exciting season, as we continue to build on our successes of last year and improve our programs. Our Coaching and Executive teams are actively working and preparing for the new season.

The team structure this year will be the same as the previous year. As outlined by Ontario Artistic Swimming, team structure will be based strictly by age groups. For this reason, specific teams will be assigned based on age and previous experience in synchronized swimming. In order to place your child on the appropriate team your child's age as of December 31, 2022 will be required upon registration.

The information contained within this handbook is a guide to the operations, procedures and regulations for swimmers competing on the competitive level with DSC. Please keep this book handy. For further information please contact any member of the DSC Executive or Coaching Staff.

Looking forward to a terrific year ahead! "Synch for Success"!

Annaliisa Bennett, President

Catherine Switzer, Vice-President

Holley Lundmark, Head Coach

Durham Synchro Club Mission, Vision and Values

Provide a motivating atmosphere that inspires swimmers to achieve their maximum potential through discipline, skill building, teamwork and perseverance.

- To promote overall health and physical fitness while fostering goodwill and sportsmanship.
- To provide opportunities and training for self-development, leadership, and team work in a recreational and competitive environment.
- To inspire and enable our athletes to achieve excellence in the sport of artistic swimming and in life.
- To offer coaches that support athletes to develop self-awareness through discipline, hard work, and preparation.

Novice, Provincial & National Streams

Novice Stream Athletes

Durham Synchro Club's Novice Pre-Competitive level programs focus on foundational skills and routine development, with emphasis on participation and team building. The goals of the program are to offer an enriched recreational program, with opportunities to compete against other novice teams. Suggested age groupings are as follows:

FIGURES	TEAMS (Based on average age of swimmers as described)
8 Years & under	Blended team whose average age is 8.4 years or lower
13-15 Years	Blended team whose average age is 12.5 - 15.4 years

Provincial Stream Athletes

Durham Synchro Club's Provincial level programs focus on skill and routine development, with emphasis on participation and team building. The goals of the program are to encourage the swimmers to make a commitment to participate and train to their fullest. They will compete with, and against, other Provincial level teams. Suggested age groupings are as follows:

FIGURES	TEAMS (Based on average age of swimmers as described)
10 Years & under	Blended team whose average age is 10.4 years or lower
11-12 Years	Blended team whose average age is 10.5 – 12.4 years
13-15 Years	Blended team whose average age is 12.5 - 15.4 years
16-20 Years	Blended team whose average age is 15.5 or higher
AWD Athletes	Athletes with Disabilities who are competing provincially
Masters 18 Years & Over	

National Stream Athletes

Durham Synchro's National level programs are for highly motivated swimmers. Emphasis is on a high degree of performance and competition with more intense training. The main objectives of this program include building independence, discipline, goal setting, confidence, team commitment, time management, and self-growth as an athlete. National level teams will compete with and against other Canadian teams.

<i>Team placement is determined by the age the swimmer will be by December 31, 2022</i>	
13 – 15 Years	15 years and under (born 2007 and later)
Junior FINA	15 - 18 years (born in 2007 and earlier)

Coaching Team, Responsibilities & Safety

2021 - 2022 Coaching Staff (anticipated)

Club Head Coach	Holley Lundmark	
Competitive Coaches	Julia Thornton	Cathy Veldhoen-Smith
	Meagan Caulfield	Megan Gomes
	Beth Koster	Katie Gagnon
	Jenilee Tisi	
Rec Head Coach	Jenilee Tisi	

Coaching Responsibilities

The Coaching team is responsible for selecting the members of the teams. Coaches are expected to:

- Support the Constitution & Bylaws of the Club and adhere to the Policies and Procedures of the club, and [OAS/CAS](#) and Code of Ethics – Coaches.
- Develop individual and team goals with athletes.
- Select music and develop choreography.
- Supervise/administer training programs for the team.
- Have direct input into the choice of headpieces and routine suits.
- Teach and perfect figures.
- Maintain regular and clear communication with athletes and their parents/guardians providing updates on a monthly basis.
- Endorse Team Parent nomination and coordinate as needed in his/her role as liaison for the team.
- Provide written monthly schedules in advance for all practices to athletes and ensure that any changes to those schedules are communicated promptly.
- Provide written schedules in advance of all competitions, with expectations for arrival and departure times and equipment needs outlined.
- Help to create a positive safe environment for all athletes, coaches, parents and volunteers.

Athlete Safety

In keeping with city standards and contractual obligations with local pools, as well as standards set by Canada Artistic Swimming and Ontario Artistic Swimming, each of our coaches hold a current NL (National Lifeguard) certification. One exception to this is the Town of Whitby, specifically Iroquois pool, where city life guards are mandatory on deck. Each year, DSC coaches are contractually required to submit a copy of their NL certification. NL certification is valid for two years and coaches are responsible to recertify and ensure their credentials are valid and current. This is monitored by the DSC VP and DSC Registrar. For more information, please see Ontario Artistic Swimming's [Policies](#).

Rowan's Law & Concussion

Rowan's Law legislation was passed by the Ontario Government in 2018. This legislation is named in memory of Ontario rugby player Rowan Stringer who died tragically in 2013 at just 17 years of age of

Second Impact Syndrome, the result of suffering multiple concussions playing rugby three times in six days. Rowan's Law is applicable to 65 sports in Ontario as well as educational institutions. Information about Rowan's Law can be found on the government's new concussion [website](#).

In alignment with Rowan's law, Ontario Artistic Swimming/Canada Artistic Swimming has a [concussion policy, protocol and resources available](#). The purpose of this policy is to contribute to a safe and positive sport environment through education and by making individuals aware of synchro-specific resources to assist in recognizing and managing a concussion injury.

All athletes, coaches and parents must also abide by the Concussion Code of Conduct put forth by Ontario Artistic Swimming/Canada Artistic Swimming.

Swimmer Evaluations, Commitment & Absenteeism

Swimmer Evaluation and Team Selection

The Competitive Team Selection days are used to evaluate Novice Pre-Competitive, Provincial and National swimmers in order to finalize their assignment to programs and teams. This process allows a swimmer to try out for a new program and for the coaches to help swimmers and parents decide which program is the “best fit” for the swimmer.

The actual team assignment will be based on the swimmers’ evaluations, age and receipt of their completed Durham Synchro Club Registration Package (online submission available at www.durhamsynchro.com).

Swimmer Commitment

In a team sport, such as artistic swimming, it is important that ALL MEMBERS of the team be available for ALL PRACTICES and ALL COMPETITIONS throughout the year. A great deal of time is required to prepare for figure and routine competitions. Because of this reason, **Durham Synchro has made it MANDATORY for all swimmers to attend ALL practices and has an expectation that swimmers are punctual.**

Athletes who need to miss a practice due to illness (please ensure to follow current COVID-19 policy which will be updated at the start and throughout the season) or injury must inform their coach in **advance** as soon as possible. Depending on the nature of the illness or injury, coaches may still be able to include the swimmer in the practice with modifications to the program. Medical notes are required for swimmers requiring sustained program modifications to ensure proper healing and recovery from an injury.

Unfortunately, the timing of holidays often conflicts with training when swimmers will be required to attend practices. In view of that, the Club will shut down for Thanksgiving, Christmas/New Year School Break, Family Day, and Easter (pending competition schedule).

A club calendar will be issued at the beginning of the season. Please review the dates carefully as some competitions will require travel and time out of school.

Your child has chosen an exciting and demanding sport. Try to arrange your family schedule so that they are able to handle school work, sport, have some leisure time and get sufficient rest.

Swimmer Absenteeism

Depending upon the Competitive schedule, swimmers may be required to train or compete during the Christmas and/or March Break school holidays. For this reason, please plan accordingly. Parents are respectfully asked to request permission from the Coach for an athlete to miss practice(s) during scheduled holidays far in advance of the missed practice(s). Parents and athletes must be aware that should missed practice(s) occur in close proximity to a competition it is the coach’s discretion to move the athlete to an alternate position for the competition. **The Head Coach/Executive has the authority to remove a swimmer from a routine if attendance is a problem.**

Code of Conduct

Code of Conduct

Ontario Artistic Swimming has established [a code of conduct for parents, athletes and coaches as well as a social media policy](#). The code is summarized here and is to be considered the official policy of the Durham Synchrono Club Inc.

GUIDELINES FOR ATHLETES

- Practice and compete for the love of the sport, not just to please your parents or coach.
- Demonstrate sportsmanship. Cheer for all performances, whether your team or competitors.
- Support all teams/duets/solos within the club as applicable.
- While representing DSC, all swimmers will abide by the rules and behave in a manner that will bring credit to themselves and their team and the club.
- Swimmers will abstain from the use of banned substances (smoking, drugs and alcohol) as per Canada Artistic Swimming standards.
- Keep all interactions positive. Do not engage in bullying or negative conversations between yourself and others.
- Keep social media posts positive and not engage in bullying or negative or critical conversations online.

Guidelines for Parents

- Do not force an unwilling child to participate in sports.
- Remember, children are involved in organized sports for their enjoyment, not yours.
- Teach your swimmer that honest, reasonable effort is as important as victory.
- Turn a temporary setback into victory by helping a swimmer work towards good sportsmanship while still improving.
- Never ridicule or yell at your swimmer or any other swimmer for making a mistake or losing a competition.
- Encourage your swimmer to always play by the rules.
- Remember that swimmers learn best by example.
- Do not publicly question a Coach, Judge or Official's judgment and never their honesty.
- Do not attempt to recruit swimmers from another club or discredit other persons in order to persuade swimmers to leave their club.
- Recognize the value, effort and gift of time given by volunteers, officials and administrators.
- Recognize the value and importance of our coaches and the expertise they offer.
- Lend positive support to all members of the club.
- Support all efforts to remove verbal and physical abuse from children's sporting activities.
- Keep social media posts positive and not engage in bullying or negative or critical conversations online.
- **Respect all members of the club and ensure if you are not happy with a decision made by the Executive, to please take a 24 hour "cooling off" period and then politely state your concerns with the decision. Remember the executive members are all volunteers and are there to help guide the club so that it is around for many years.**

In addition to the above, all parents are expected to abide by the following Code of Behaviour:

- Make sure that all required fees are paid on time. Fees are non-refundable. A late fee of 2% may be applied for fees submitted past the required due date.
- Volunteer time to help improve the club and the sport of artistic swimming.
- Take an active role in the fundraising activities of the Club, ie taking additional BINGO shifts, assisting swimmers in safe selling of product fundraisers, provide club ideas with new fundraisers.
- Realize that many people are required to do the various club-related jobs. Offer your assistance whenever possible so that the workload is shared by all members.
- Ensure that your swimmer has all the necessary equipment to participate properly.
- Attend all competitions whenever possible to give support and encouragement.
- **If in conflict with a coach, parent or swimmer, appeals should be made to the Team Coach, Head Coach or Executive (in that order) for assistance in resolving the conflict and seeking a solution.**
- **If the conflict is in regards to a specific incident a mandatory 24 hour “cooling off” period is required before contact is made, written or spoken, with the other party. After this “cooling off” period, arrangements should be made for further investigation and discussion. During cooling off period do not discuss the matter with members of the club.**
- **Remember, that in all matters of conflict, the final authority is ultimately that of the Executive.**

SupportZone

Ontario Artistic Swimming (OAS) is committed to wellbeing in sport. Part of that commitment is the NEW initiative of SupportZone. This is where anyone involved in Artistic Swimming in the Province of Ontario can share and ask questions about issues including questions about harassment, abuse, bullying or discrimination.

DSC supports this new OAS initiative. We encourage all our athletes to speak with their coach(es) if they are not understanding something, need different support, are unsure or not feeling safe. We also encourage parents to speak with DSC coaches, the Head Coach, or any member of the Executive if there is an issue that has come up so we can work together on a solution. However, if an athlete, parent, or coach does not feel comfortable we encourage them to [visit SupportZone](#). It is our goal at DSC to create and foster a safe positive environment to swim.

Athletic Training, Pool Time & Information

Dry Land Training

For all Provincial and National competitive levels, our competitive training program includes dry land training modules such as core training, flexibility and cardio vascular training. The dry land training is programmed and led by a synchro expert with particular training and knowledge in dry land training. Details of these components will be communicated as part of the overall practice schedule. Depending on current public health measures and in efforts to keep cost as low as possible for membership dry land training may commence in a virtual model over the Zoom platform.

Deep Water Pool Time

The Durham Synchro Club continues to search for adequate pools that facilitate the uniqueness of this sport. Like other clubs in Ontario, we continue to lose the battle in convincing municipalities to build appropriate FINA size pools. Most pools being built today are for recreational use only. In spite of this weakness, our Club performs admirably; however, we continue to suffer judging consequences because we need to be more effective in our use of large pools that are used for competitions. In the event that we are able to secure deep water pool time (e.g., at the Pan Am Pool in Markham), the Head Coach will communicate to families practice times and any additional fees.

Pool Information

Durham Synchro operates out of two municipalities (Whitby and Oshawa). The locations of the facilities used by the Club are noted below. Durham Synchro operates seven days a week at various locations in order to give all our swimmers' ample training time. Times, days and pool locations are not fully confirmed at this time but we will be attempting to keep very similar schedules for the upcoming season. Once teams have been finalized and municipality pool contracts have been secured, swimmers will be notified of the finalized practice times and locations.

Facility	Address	Telephone
Centennial Pool, Oshawa Civic Auditorium Complex	99 Thornton Rd S Oshawa, ON L1J 5Y1	(905) 436-5454
BGC Durham (Eastview Boys and Girls Club)	433 Eulalie Ave. Oshawa, ON L1H 2C6	(905) 728-5121
Iroquois Sports Complex	500 Victoria Street West Whitby, ON L1N 9G4	(905) 668-7765

Synchro Basics

Land-drilling

Land-drilling is a form of mental practice and reinforcement of the synchro routine, but done on land. All synchro swimmers are taught this important basic skill, and use it to learn a routine. Each arm and hand movement represents a certain synchro figure or movement in the water, and is really a form of “synchro sign language”. Your child may be raising their arms, but they may actually be thinking of raising their legs. Hand and arm signs are carried out to repetitive counts of eight, and each movement is executed or held on a particular count. The counts of eight always match to a certain point to the music, and this is how the complex task of learning a routine is mastered.

In practice, teams will land-drill many times before they get into the water and work on their routine and synchronization in a way that they would not have the physical energy to do if they were repeating this task (of doing the actual routine) in the water. Land-drilling is a technique that is used throughout the season.

Figure and Routine Competitions

Some of the competitions are figures only, some are routine only and some competitions include both figures and routines. When a competition includes both, points of figures and routine are combined (50% figures, 50% routine) for a championship mark, which is why figures and routine are equally important.

- For figure competitions, swimmers complete four figures at each competition; figures are the technical movements and each one has a unique name. Competitors wear plain black one-piece suit, white caps and clear or black goggles, all of which shall be devoid of identifying marks. Jewelry such as earrings or nail polish are not permitted. There are two mandatory figures, which are performed at EVERY figure competition and optional groups that are drawn to make up the third and fourth figure. Each figure also has a difficulty mark. Each competitor is assigned a random number. The list of those numbers is called the “order of draw”. Four judging panels are set up around the pool and swimmers will rotate and perform in front of each panel.
- For routine competitions, routines can be team, duet, solo or combo. Athletes must precisely execute a series of movements and positions which is set to music that the swimmers can hear underwater. It is judged for three parts: execution (30%), difficulty (30%) and artistic (40%). Before every routine, swimmers have up to ten seconds for deck work, or the choreographed movements that unfold poolside before the athletes elegantly enter the water. The pool bottom and sides of the pool are off-limits during performances. Touching the bottom results in a penalty. If a swimmer leaves the water during the routine portion of a swim, the team will be disqualified. In the event of an injury or illness, a swimmer should swim to the side of the pool where the lifeguard can assess them and take action. Goggles are forbidden for competitions: swimmers keep their eyes open even underwater to stay in patterns. Swimmers gel their hair (with Knox Gelatin) and may wear headpieces or bun-covers that complement their routine suit in keeping with their musical theme. Removal of gel is not permitted in pools and Clubs will be fined in the event this occurs; gel removal should only take place in designated areas at competitions¹.

It is a good idea for new and seasoned parents alike to review the [Canada Artistic Swimming – Ontario Addendum Rulebook](#) each season as there are typically yearly updates.

¹ Information from this section was taken from synatics.ca - <http://synatics.ca/synchro-101-the-two-components-of-competitions/>

Competitions

Competitions

Scheduled competitions will be included on the club calendar provided at the beginning of the season. **Attendance at competitions is MANDATORY.** Detailed competition schedules can be also found on the [Ontario Artistic Swimming](#) and [Canada Artistic Swimming](#) websites. Check frequently as they are updated regularly.

One week prior to the event, coaches will provide a schedule of when swimmers will need to be at the pool, what they need to bring, expectations for cheering on other teams, etc. **Swimmers MUST adhere to the schedule provided by the coaches.**

Please make sure that if you are travelling to a location that you are not familiar with that you give yourself plenty of extra time for unexpected traffic, to find the pool, and to secure parking. Expect that athletes will be required to be at the pool to watch and cheer on all team, solo and duet routines for the club, not just their own events.

Some general competition etiquette to keep in mind:

- Remain seated during events, and wait until swimmers have completed their routine before entering or exiting the stands so as to not block other spectators' views.
- Turn cell phones to silent mode.
- **No flash photography.**
- During figures event, spectators should be silent so that scores can be heard and recorded.
- During figures and routine events, parents should not be communicating from the stands to their swimmer on deck (i.e. leaning over the rail and speaking to them).
- There are fees for spectators' entrance and programs – typically this is cash only.
- **Parents are not allowed on deck at competitions. The club may be fined by Ontario Artistic Swimming or Canada Artistic Swimming if anyone other than registered coaches or athletes are on deck, and this fine will be passed on to the individual involved.**
- During awards presentations at all competitions, swimmers are to have their hair tied back or up and club jackets on over bathing suits or club pants as suitable unless instructed by their coach.

Athletes should be wearing their team uniform while representing the club, and parents and fans are encouraged to wear the club's bright pink colours so they are visible in the stands. DSC fan t-shirts will be available for sale at various times through the year.

Out of Town Competitions

Some competitions will require travel out of town (greater than a day-trip) and overnight hotel stays. Travel for coaches, swimmers and chaperones will be arranged by the club's Travel Coordinator and costs will be split among the athletes. These costs will include a share of the coaches' and chaperones' (if applicable) room costs. **Expect that athletes will be required to arrive the night before a competition begins to avoid any weather related delays and ensure athletes are well rested and at their best to perform.** Head Coach can designate additional coaches to assist on deck when required. Athletes will wear their team uniform when travelling to and from competitions, and while representing the club as requested by their coach.

Novice Pre-Competitive Teams

- For Novice Pre-Competitive teams, it is expected that meets are within driving distance. Parents are expected to arrange transportation to and from the meet for themselves and the athlete. Carpooling amongst the team is recommended, if public health measures allow for it.
- Should overnight stay be required, swimmers will stay with their parents and will share coaches' room costs; room sharing is at the discretion of families if public health measures allow for it.
- **Athletes must adhere to the schedule provided by their coach with respect to arrival times, competition activities, free time, and bedtime.**
- Parents are responsible for athletes at all times when the athletes are not under the supervision of the coach at the pool.
- Meals and activity planning should be done in advance and with agreement of the whole team and the coach.
- Athletes must remain with their team and attend meet events and dinners as scheduled by their coach. Parents should not expect to take their child away from the team to attend other activities (sightseeing, family events) during the meet, unless granted specific permission from the Head Coach. Coaches may request impromptu meetings or land-drill practices at the hotel, and swimmers should be available for this.

Athletes with Disabilities (AWD)

- AWD Athletes will remain with their parents unless under supervision by their coach.
- Rooms will be arranged by the club Travel Coordinator, but costs will be the responsibility of the AWD Athlete's parent. Parents will arrange their own transportation.

10U and 12U Provincial Teams

- It is expected that swimmers will be staying with a parent or guardian, room sharing with other families is at the discretion of families, if public health measures allow for it.
- It is expected that meets are within driving distance. Parents are expected to arrange transportation to and from the meet for themselves and the athlete. Carpooling with other families may be an option depending current public health measures.
- **Athletes must adhere to the schedule provided by their coach with respect to arrival times, competition activities, free time, and bedtime.**
- Rooms will be booked by the Club Travel Coordinator, and parents will be financially responsible for their room costs as well as coaches' rooms.
- Parents are responsible for athletes at all times when the athletes are not under the supervision of the coach at the pool or banquet.
- Meals and activity planning should be done in advance and with agreement of the whole team and the coach.
- Athletes must remain with their team and attend meet events and dinners as scheduled by their coach. Parents should not expect to take their child away from the team to attend other activities (sightseeing, family events) during the meet, unless granted specific permission from the head coach. Coaches may request impromptu meetings or land-drill practices at the hotel, and swimmers should be available for this.

13-15 and 16-20 Provincial Teams

- Parent chaperones will be selected by each team and endorsed by the coach. As per Ontario Artistic Swimming policy, all chaperones are required to have a current Criminal Record Vulnerable Sector Check, submitted to the designated club officer in confidence, prior to the first overnight meet. A 'volunteer letter' is available from the club to support this request through Durham Police Services. As per Ontario Artistic Swimming policy, a record of the check will be held on file and is valid for a 5 year period.
- 13/15 Provincial Team Athletes will have sleeping arrangements explained prior to the competition. This will depend on type of competition as well as public health measures at the time.
- The cost of the Chaperone's share of the hotel room will be shared by the team, however transportation costs to and from the meet are the responsibility of the chaperone.
- For Provincial teams, it is expected that meets are within driving distance. Parents are expected to arrange transportation to and from the meet for themselves and the athlete. Carpooling amongst the team is suggested, depending on public health measures.
- **Athletes must adhere to the schedule provided by their coach with respect to arrival times, competition activities, free time, and bedtime.**
- Rooms will be booked by the Club Travel Coordinator, and parents will be financially responsible for their room costs as well as coach's rooms.
- Chaperones are responsible for athletes at all times when the athletes are not under the supervision of the coach at the pool or banquet.
- Chaperones are responsible for meals, activities and transportation while out of town and will collect money for expenses from the team. Menus and activity planning should be done in advance and with agreement of the whole team and the coach.
- Athletes must remain with their team and attend meet events and dinners as scheduled by their coach. Non-chaperone parents may be included in team events and dinners, but they should not expect to take their child away from the team to attend other activities (sightseeing, family events) during the meet, unless granted specific permission from the head coach. Coaches may request impromptu meetings or land-drill practices at the hotel, and swimmers should be available for this.
- Athletes will wear their team uniform when travelling to and from competitions, and while representing the club as requested by their coach.

National Teams

- Parent chaperones will be selected by each team and endorsed by the coach. As per Ontario Artistic Swimming policy, all chaperones are required to have a current Criminal Record Check, submitted to the designated club officer in confidence, prior to the first overnight meet. Record of the check will be held on file and is valid for a 5 year period.
- Athletes sleep 2 to 4 to a room depending on accommodations with Chaperones in a separate but nearby room. Room assignments will be made by the Coach. This will change depending on public health measures.
- Cost of the Coaches travel and accommodations will be paid by the Club.
- The cost of the Chaperone's share of the hotel room will be shared by the team.
- The cost of car rentals and gas for out-of-province meets to transport Chaperones and swimmers will be shared by the team.
- For meets that are within driving distance (typically all in-province meets), parents are expected to arrange transportation to and from the meet for themselves and the athlete. Carpooling amongst the team is suggested, depending on public health measures. When air travel is required, the club Travel Coordinator will arrange air transportation as well as ground transportation to the meet location.

- The club Travel Coordinator will arrange for all room bookings.
- Chaperones are responsible for athletes at all times when the athletes are not under the supervision of the coach at the pool or banquet.
- Chaperones are responsible for meals, activities and transportation while out of town and will collect money for expenses from the team. Menus and activity planning should be done in advance and with agreement of the whole team and the coach.
- Athletes must remain with their team and attend meet events and dinners as scheduled by their coach. Non-chaperone parents may be included in team events and dinners, but they should not expect to take their child away from the team to attend other activities (sightseeing, family events) during the meet, unless granted specific permission from the head coach. Coaches may request impromptu meetings or land-drill practices at the hotel, and swimmers should be available for this.
- Athletes will wear their team uniform when travelling to and from competitions, and while representing the club as requested by their coach.

Virtual Competitions

Due to the COVID-19 Pandemic the 2020-21 season saw a shift to virtual competitions as travel was not allowed, or needed to be limited throughout the province. Mass gatherings were also not allowed.

Virtual competitions were set up for athletes to use the Zoom platform to demonstrate a live land skill and/or for clubs to submit videos of athletes, either as individuals or teams/duets. Both ways were judged lived. DSC is expecting there will be virtual competitions again for the 2021-22 season, however more information will be available closer to the start of the season/throughout the season.

Fee Structure & Payment Schedule

Projected Fees

The table below outlines the number of training hours and practices a competitive swimmer should anticipate and provides a range for the yearly fees associated with either the Novice, Provincial or National level programs.

Age Level	Training Hours per Week	Training Practices per Week	Projected Fees (approximate)	Payment Period (post-dated cheques are to be dated for the 15th of each month)
NOVICE PRE-COMP: Based on an 8 swimmer team. <i>*NOTE: If less than 8 swimmers per team higher costs may result.</i>				
8 & Under Novice	3	2	\$1500 - \$2000	Sept. 15 – April 15
13-15 Novice	7	3	\$1900 - \$2600	Sept. 15 – April 15
PROVINCIAL: Based on an 8 swimmer team. <i>*NOTE: If less than 8 swimmers per team higher costs may result.</i>				
10 & Under	6-8	3	\$1900 - \$2600	Sept. 15 – May 15
11 - 12 Years	8 -12	3 -4	\$2800 - \$3400	Sept. 15 – May 15
13 - 15 Years	12 -15	4 -5	\$3700 - \$4400	Sept. 15 – May 15
16 - 20 Years	8 - 10	3	\$3500 - \$4200	Sept. 15 – May 15
NATIONAL: Based on an 8 swimmer team. <i>*NOTE: If less than 8 swimmers per team higher costs may result.</i>				
13 - 15 Years	14 - 15	5	\$5000 - \$5700	Sept. 15 – May 15
Jr. FINA	13 - 16	5 - 6	\$5200 – \$5900	Sept. 15 – May 15
ATHLETES WITH A DISABILITY: Based on a 1:1 match with a coach.				
AWD	1.5	1	\$450 - \$700	Sept. 15 – May 15
MASTERS:				
Masters	1.5-2	1	\$800-\$1000	Sept 15 – April 15

Competitive Handbook



Explanation of Fees

Monthly payment amounts will be finalized and communicated to parents early November once the current Executive has approved the fees and following the Annual General Meeting (AGM). Fees are finalized after the start of the season to allow time to ensure all fees from OAS meets as well pool fees are set. AGM agenda items include Introduction of the Executive, a President's Report, and updates on the club's financial position, including fees. The AGM is open to all members and parents are encouraged to attend.

The fees include all pool time, coaching, banquets/parties (depending on public health measures), team photos, music, development program costs, dry land training, basic competition suit (not including additional embellishments and headpieces), some competition meet fees, and Ontario Artistic Swimming and Canada Artistic Swimming fees. This represents a swimming season of over 36-38 weeks for the period of September to May/June. Each team completes their season at a different time. For example, the Junior FINA National Team tends to finish competing by early May; the 13 – 15 National Team competes until late May/early June; Provincial early June and Novice Pre-Competitive Team typically ends early May.

Payments are divided into equal monthly amounts after the AGM presentation of fees. There is a non-refundable Registration fee of \$250.00 (August 15) and then the September, October and November installments are deducted.

These postdated equal monthly cheques will be dated for the 15th of each month starting December 15 up to and including April 15/May 15 (depending on stream). Cheques are to be made payable to Durham Synchro Club Inc.

For additional information or any inquiries/concerns please contact an Executive Member.

NOTE: As per the Payment Policy (DSC I-20), the registration fee is not refundable. Other fees paid are refundable on a pro-rated basis prior to October 15th, subject to the applicable deductions and conditions and less training hours incurred up till the date of the notice of withdrawal. All fees payable for the full year and are non-refundable for any withdrawal after October 15 for any reasons.

Competitive Apparel & Equipment Needs

All competitive swimmers must have Durham Synchrono Club apparel (club uniform and bag) as well as a one piece black swimsuit (aka figures suit), white bathing cap, nose clips, goggles, water jugs, binder, paper and tubing which **are not included** in the competitive fee amount. This would be a one-time cost of approximately \$350.00-\$450.00 and will be available for purchase in late September of the new season. A Durham Synchrono Club pink swim cap, club swimsuit (aka spacing suit) and routine suit (aka custom competition suit) are however, **included** in the competitive fees. At the discretion of coaches, there may be minor costs associated with additional embellishments for routine suits (e.g, glitter, crystals, glue). All required equipment is available through the club's Equipment Manager – see below for details and information on the annual swap.

Equipment List for New Competitive Swimmers (anticipated costs)

Nose Clips \$6

It is suggested that your swimmer have 3 nose clips on hand. One to practice and compete with, and the others in case of loss or breakage.

Goggles \$22

You will need a black or clear pair to compete figures in. Coloured goggles are fine for practices.

Pink Durham Cap \$7

One is provided free by the club, and we suggest at least one extra to have in case of loss or breakage. The swimmers will wear these during warm up at competitions, and are welcome to use them throughout the year.

Black figures suit \$60-70

The swimmers have to wear an all-black swim suit for figures competitions.

White Cap \$8

The swimmers have to wear a white cap for figures competitions. One extra is advised in case of loss or breakage.

Pink Speedo Backpack \$75

This is the official club backpack used by all swimmers for practices and competition. The fee includes first name embroidery on the bag.

Spacing suit (Included in fees)

All swimmers will receive the same patterned suit that can be worn as a practice suit, and will be used during warm up at competitions.

Club Uniform

All swimmers are required to wear the full DS uniform at competitions. This consists of a jacket with club name and logo, leggings, tank/tee, and shorts. These must be purchased through the club so that we are all uniform, and represent our club well and with pride.

Club Jacket \$125-\$135

The price is dependent on the size needed, and the number of jackets ordered.

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Club Tee \$20

Can be worn under club jacket or for land practices and at competitions. Family members are also encouraged to wear them.

Weight Belt \$55

These are used by swimmers on some 12U teams, 13-15 Teams, and Jr. Team. They are weights that clip around the waist and are used in the pool to help the girls strengthen.

Tubing and Therabands \$6

Used in the water or land to strengthen splits and sculling.

Parka (optional) \$120-\$140

This is a long warm jacket that can be worn between figures to stay warm, as well as traveling to and from the pool in the winter. It includes club name and logo. Price is dependent on type ordered, and name option.

Back Leggings, Black Shorts, and Black Capris \$30-\$57

These can be purchased through the club or through outside stores. They are needed for virtual competitions as well as for land drilling events. Shorts for competitions need to be above the knee in length.

Items that are required to order through the club

Pink Durham Cap
Pink Speedo Backpack
Club Uniform
Parka (if desired)

All other items can be purchased elsewhere should you choose. We offer all items needed for the sport for ease of purchase. The prices listed include tax are based on the previous year, so may be adjusted slightly if needed. An exact price will be given in September when ordering. Please note that prices are all at cost and have not been inflated. They have merely been rounded for ease of payment. **Our cost is your cost!**

Before the season starts, new swimmers will be contacted and given the option to purchase their Club Backpack so they have it for the first practice. This can also be done later during our club order dates in mid-September. Nose clips, goggles, and pink Durham Caps will also be available to purchase pre-season.

In the past, DSC has organized an Order and Swap days, around the third week of September. On those dates, there will be sizing kits available for your swimmer to be sized for club uniform, spacing suit, and figures suit. There will also be gently used uniform items and suits to purchase which can greatly reduce start-up costs should you find the sizes you need. New items available those days to purchase on site are nose clips, goggles, caps, and tubing. All other items will be need to ordered. Due to public health measures, this Order and Swap Day may not be able to happen, so equipment orders will be done via email. DSC does have a swap Facebook group, which you can join. More information about ordering will be provided closer to the start of the season.

Additional Expenses

Travel

Travel costs are additional. Depending on the location of the particular Provincial or National competition, these travel costs can include transportation (ground, air, rail), hotels, meals, etc. DSC takes great effort to economize where possible while maintaining a certain standard of comfort and quality for the swimmers. Typically, there are at least three to four meets per season, all within driving distance in the province for Provincial stream competitive teams. National swimmers may have up to 2 out-of-province competitions. Extra meets may be scheduled if available. All travel is done through the club's Travel Coordinator.

Extra Routines *(Not applicable to Novice Pre-Competitive Teams)*

Durham Synchro Club takes the position that “teams come first”. Opportunities to swim extra routines (duets and solos) will be based on the coaches' assessment of the swimmers' ability, commitment, and motivation.

Privates/Semi-private Figure Lessons

As pool time and coaching availability permit, OPTIONAL private or semi-private figure lessons may be arranged at either the request of a parent or a recommendation of a coach, and scheduled as needed. Fees are an hourly rate that will vary based on the level of the coach providing the lesson, and will be paid directly to the coach at the time of the lesson. Please note that while privates/semi-privates that are provided during club-paid pool time are covered by our insurance policy, any lessons taking place at a public swim or in a private pool are not considered a “regular practice” and are **not** covered.

Team photos

In the past, DSC engages Amanda's Photography to take professional photos of each team, duet, and solo as well as an individual shot of each swimmer. These photos are used in competition programs and each swimmer is provided with a printed copy. **Costs of the photographs are included in the fees.** A Club Photo Day will be held as a special event and organized by an assigned team. Swimmers are required to wear their routine suits and to have their hair pulled back in a ponytail or bun as set by their coach. More information will be given later about this as public health measures may prevent this from happening for this season.

There is also an option for additional prints or photo keychains as well as a water layout of photos taken during a practice; these are additional costs and at the discretion of families.

Special Events, Volunteering & Fundraising

With the exception of coaches, DSC is run entirely by volunteers. Without dedicated support from each family, we cannot operate.

Like other competitive sports, **a Fundraising Security Deposit is required (\$100 for Provincial/National swimmers; \$50 for Novice swimmers)**, over and above the Competitive Fees, **to be held on deposit in the event that a fundraising commitment is not met.** This will be collected from all new swimmers with the Registration Package. This is not necessary for any returning swimmers, as this has already been collected and held on deposit unless a fundraising penalty had to be collected due to missed BINGOs or other fundraising activities during the past season, in which case, a new deposit will be required.

Mandatory BINGO Volunteering Novice, Provincial and National Swimmers (as long as public health measures allow for BINGO to operate)

Each Novice family will be required to volunteer no less than 10 hours per season for special events, participate in Fundraising and is responsible for a minimum of 2 BINGO sessions per year, per swimmer, depending on the number of families registered and the number of BINGO time slots granted to the Club.

Each Provincial and National family will be required to volunteer no less than 20 hours per season for special events, participate in Fundraising and is responsible for a minimum of 4 BINGOs per year, per swimmer depending on the number of families registered and the number of BINGO time slots granted to the Club.

BINGOs are currently held at the Red Barn BINGO Hall in Oshawa. The time commitment is typically around 5 hours per BINGO session and our BINGO captains provide all training required. BINGO sessions may take place in the morning, afternoon or evening depending on the time slot.

The monthly BINGO schedule will be issued for the season in September for October 2021 through to August 2022. The specific dates and times of the BINGOs will be communicated three times per year in the Fall, Winter and Spring/Summer. **If you are unable to attend your assigned BINGO, you are responsible for switching with another family or paying \$100 for someone to take your spot.**

We are always looking for provincial and national family members who are willing to volunteer to act as Captains during our BINGO sessions. BINGO captains receive credit to their child's travel costs for their additional responsibilities. If interested please see the BINGO Co-ordinator in September.

Mandatory Volunteering, Fundraising and BINGO Expectations for Masters Swimmers (as long as public health measures allow for BINGO to operate)

Each **Masters swimmer is responsible for a minimum of 2 BINGOs per year** depending on the number of swimmers registered and the number of BINGO time slots granted to the Club. Master swimmers may also be required to volunteer in the event that DSC is hosting a Novice Competition or to her special event.

Mandatory Volunteering for Special Events and Competitions for Novice, Provincial and National Swimmers

Our annual Winter Party, Club Photo Day, Burning Bright for Breast Cancer Awareness and Year-end Party require a lot of organization and assistance from all competitive families. For these particular events, we

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will require volunteer hours: **all families are expected to participate**. Teams will be assigned to organize one of these events, and they will be communicated on the club calendar to be issued at the beginning of the season. Team Parents will play a role in coordinating their teams to support these events.

As a special note, the Winter and year-end Water shows require a large number of volunteers to help with admissions, manage spectators, sell 50/50 tickets, etc. Although one team will be assigned to organize the show, all families will be asked to volunteer to help these shows run smoothly.

Parents/Guardians may also be required to volunteer at Meets (e.g., Hilton Invitational, Early Bird) as requested by Ontario Artistic Swimming or other host clubs, including ours. These hours will be coordinated by a member of the Executive.

All events will be dictated by current public health measures. At this time it is unsure of what events will be able to run and what measures will be required.

Mandatory Club Fundraising for Novice, Provincial and National Swimmers

Parents/guardians of swimmers will be asked to participate in mandatory fundraising activities. Because Durham Synchro Club is a non-profit, incorporated organization; fundraising is a critical component of reducing the overall fees for all swimmers. Fundraising activities will be confirmed at the start/near the start of the season and will be based on public health measures.

There may also be other fundraising activities throughout the year and these events will be decided by the Executive as opportunities arise. Suggestions and volunteers for fundraising activities are always welcome. Additionally, there may also be an individual (optional) sales fundraising campaign (e.g., cookie sales, yard waste bags) that allows athletes to raise money to offset their individual travel costs or other club fees. These funds are held by the Club in a 'travel account'.

Hosting Events

Each year, Durham Synchro reviews opportunities to bid among other clubs to host a scheduled Ontario Artistic Swimming competition. If we are successful, it can be a significant fundraiser for the club. Hosting an event requires a significant number of volunteers and all competitive athletes' families will be expected to participate. Swimmers in Grade 9 or higher can earn volunteer hours as part of their academic requirements.

Team Parent & Executive Membership

Team Parent

At the beginning of the season each team, Novice Pre-Competitive, Provincial and National streams, with the support of their coach, will select a parent representative to be the Team Parent. This is a critical role for keeping parents up to date. They will be the team's liaison between parents and coaches, as well as parents and the Executive. They should be someone who is positive, very organized and has good communication skills. Interested parents can self-nominate; in the event that more than one parent is interested, the team can vote through the coach.

Their responsibilities within their team include:

- Engaging parents to co-plan and coordinate the event that is assigned to their respective team.
- Ensuring that all planning required for competition and/or out of town travel is completed, agreed to, and communicated as directed by the Coach and Travel Coordinator.
- Supporting planning of team building events (COVID-19 protocols in place) with input from swimmers and parents (e.g., fun activities for girls to get to know their team members such as a team sleepover, movie night, etc).
- Supporting new synchro families in learning the ropes (e.g., organizing a 'hair gelling' night, sharing proper 'pool etiquette' for competitions).
- Collecting fees for registration and travel, and any money or orders for fundraising activity, if applicable.
- Bringing forward any team concerns during designated Team Parent meetings facilitated by the President and Vice-President.

Durham Synchro Club Executive

Durham Synchro Club is operated by the assistance of many parent/guardian volunteers whose children swim with the Club at Provincial and National competitive levels. All parents/guardians are invited to volunteer their time with the Executive to maintain a high level of integrity and to continue to build capacity at the volunteer level. All Executive members are requested to have a Criminal Record Check.

Parents are reminded that the Executive is made up of volunteers who are giving their time freely to support the general interest of the club. You are encouraged to provide respectful, supportive feedback but please remember that we are unable to provide individual exceptions or programs.

Anyone interested in volunteering as part of the Executive or on any committees is invited to speak to any of DSC's executive members for more information on available positions during the upcoming season.

Durham Synchro Club Executive Positions Descriptions

The following table contains descriptions of the various elected executive positions:

President DSCExecutive@durhamsynchro.com	<ul style="list-style-type: none">• all positions in the club report to President• hires coaches along with the head coach and VP• prepares coaches' contracts with VP• all dealings with Ontario Artistic Swimming and Canada Artistic Swimming• runs Annual General Meeting and all executive meetings• mediates conflict resolution
Vice President durhamvp@durhamsynchro.com	<ul style="list-style-type: none">• works with coaches• deals with all competitive issues• supports President• hires coaches and prepares contracts with President• runs Annual General Meeting and all executive meetings
Secretary secretary@durhamsynchro.com	<ul style="list-style-type: none">• prepares agenda for executive meetings, takes minutes and distributes minutes• prepares Dates to Remember/Parent Contact Sheet• scheduling of teams/volunteers for hosted events and Water shows• scheduling/monitoring volunteers for events• liaise with professional photographer and the team assigned to coordinate Team Photo Day
Treasurer dsctreasurer@durhamsynchro.com	<ul style="list-style-type: none">• prepares budget• conducts financial statements and tax returns• prepares fee structure yearly for swimmers• accounts receivable and payable
Registrar DSCCompregistrar@durhamsynchro.com	<ul style="list-style-type: none">• registers all members with Ontario Artistic Swimming and Canada Artistic Swimming, including short-term summer camp• registers all coaches and swimmers for competitions• registers swimmers with Durham Synchro Club• manages club member criminal record checks• manages all waivers with COVID Coordinator
COVID Coordinator healthandsafety@durhamsynchro.com	<ul style="list-style-type: none">• manages all waivers with Registrar• stays up to date with ever changing COVID protocols• updates screening forms• tracks any COVID cases and informs OAS• communicates to executive, coaches, families of any changes to protocols that need to happen

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Recreational Program Coordinator DSCRecregistrar@durhamsynchro.com	<ul style="list-style-type: none"> • sets up programs and locations with Lead Recreational Coach and Head Coach • in charge of collecting registrations and places swimmers on proper teams • sets up distribution lists and communicates with parents • organizes 4-day summer camp program (August)
BINGO Coordinator	<ul style="list-style-type: none"> • co-ordinates with City of Oshawa • co-ordinates with BINGO hall • gets BINGO license • trains BINGO captains and schedules parents for BINGOs • prepares monthly BINGO reports
Fundraising Coordinator fundraising@durhamsynchro.com	<ul style="list-style-type: none"> • investigates fund raising opportunities • coordinates club and individual fundraising activities, as approved by Executive
Equipment Coordinator equipment@durhamsynchro.com	<ul style="list-style-type: none"> • investigates prices of and orders all equipment • co-ordinates with Head Coach on items to purchase • orders custom competition suits and is liaison between coaches and seamstress • organizes uniform/equipment swap and sells/distributes all seasonal equipment requirements to families
Sponsorship & Promotional Coordinator sponsorship@durhamsynchro.com	<ul style="list-style-type: none"> • preparation of ads and booking of advertising • preparation and publishing of articles and other communications • maintains website • pursues donations and sponsorship from corporations, local companies and organizations • responsible for staffing booths at promotional events
Travel Coordinator travel@durhamsynchro.com	<ul style="list-style-type: none"> • co-ordinates all travel at Novice, Provincial and National levels • sends emails to team parents to collect money • books flights, hotel accommodations and auto rentals • calculates all costs associated with travel

Registration Materials

Registration

The Durham Synchro Registration Package contains all the forms and waivers necessary to enroll your child into the DSC Competitive Artistic Swimming Program. It will be sent to you by the Club Registrar.

In addition to online registration, postdated cheques are required to secure your child's spot. Please include your swimmer's name and team information on the back of the cheque or subject line. Cheques should be made out to Durham Synchro Club Inc. Mail postdated cheques owing by July 15, 2021 to Durham Synchro Club, Inc (address provided on next page).

Swimmers new to Durham Synchro will be required to show proof of birthdate to the Club Registrar. Swimmers transferring from another club will also be required to inform us of this information at the time of registration to ensure they are in good standing with their 'home' club.

Contact Durham Synchro

Durham Synchro Club Inc.

Attention: Registrar

P.O. Box 80057

STN Rossland and Garden

Whitby, ON

L1R 0H1

Email: DSCCompRegistrar@durhamsynchro.com

Email: info@durhamsynchro.com

Email: compheadcoach@durhamsynchro.com

[Head Coach]

Web: www.durhamsynchro.com

Facebook: Durham Synchro Club

Instagram: durhamsynchro

#godurham #durhamsynchro

Other information:

www.ontarioartisticswimming.ca

www.artisticswimming.ca

A Final Note

Members of the Executive are available to answer any questions you may have, please don't hesitate to reach out (using the contact information provided) if you require more information.

Durham Synchro is a warm and welcoming community! We were all parents of 'new swimmers' once. Many of our families have been with the club for years as their swimmers have transitioned from our recreation program to the competitive stream. Don't be afraid to say hello and introduce yourself – our veteran parents are more than willing to share tips and tricks of the artistic swimming world with you!