



Mississauga Aquatic Club



Registration Package for 2009-2010

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From the Head Coach

The Mississauga Aquatic Club had an outstanding season in 2008/09 and we are excited about continuing our success for the upcoming year. The successes over the past year included over twenty club records by swimmers across all age groups, well over 200 MSSAC all time top 10 swims, more qualifiers age the Regional, Provincial, and National levels, and a third place finish at the Division I Team Championships. Program success included the implementation of the Performanceplus video sessions for the entire club, the creation and implementation of a new curriculum from Wave 3 and up, increased quality coaching at all levels, as well as our most successful banquet ever. The Mississauga Aquatic Club and our dedicated officials continued the tradition of running great meets creating opportunity for swimmers in all of southern Ontario.

We are excited about the new season ahead and the program we have set for 2009/10. Many aspects of the program will be similar to last year but there will also be some exciting changes. The group structure for the 2009/10 season has been improved. We have allocated more pool time to our Bronze programs creating a more parallel development opportunity regardless of being in Bronze I, II, or III which brings us even more in line with the Long Term Athlete Development Model. We have opened a new Silver III that we be the opportunity for newer swimmers 13&over to experience competitive swimming. The Gold II schedule has been improved to accommodate the senior swimmers who are still committed to a full time program. The MSDC program has also been improved with a focus on quality coaching and program management.

Once again we are excited and look forward to the next swim season and we hope you will join us for the journey.

Sincerely,

Mike Rutledge

Head Coach
Mississauga Aquatic Club

Registration Overview

The information that follows covers a broad spectrum & we appreciate your time and patience as you read and complete the forms. If you have questions, feel free to contact our Club Administrator, Susanne Scammura, at admin@mississaugaswimming.com or 905-274-0043.

Returning members are being asked to pre-register by June 15th. The Club is expected to fill, so it's best to register in June to hold your spot for next season. Location & dates have also been be emailed to you via your Parent Rep.

In order to make this most convenient for all members, the registration committee will be at the following locations to validate and collect your registration package for 2009-2010. You do not have to register during your regular practice time. Choose a time that is most convenient for you. Your Swimmer's spot will be held until 7:30pm on Monday June 15. After this time we will be opening registration to the public.

| | | |
|-----------------|------------------|---------------------|
| Club Office | Saturday May 30 | 10:00 am to 2:00pm |
| UTM Pool | Sunday May 31 | 10:00 am to 12 NOON |
| Glenforest Pool | Tuesday June 2 | 5:30 to 7:00pm |
| Terry Fox Pool | Wednesday June 3 | 5:30 to 7:30pm |
| Meadowvale Pool | Tuesday June 9 | 4:30 to 7:30pm |
| UTM Pool | Thursday June 11 | 4:30 to 7:30pm |
| Club Office | Monday June 15 | 4:30 to 7:30pm |

Please bring all completed registration forms and payments.

Swim Ontario Fee, Swim-A-Thon, and Lottery or Tag Day levy MUST be paid by cheque. Incomplete packages will not be accepted.

New members can register anytime after June 22nd. The annual swim season begins in September; however we welcome additional swimmers throughout the year. If you're not sure which swim program is best, we'll be holding free Rookie Training Camps in September. Details will be available on our website. You may also contact our Head Coach at via email at mike.rutledge@mississaugaswimming.com

For the start of the season, ALL new members will be asked to attend an Orientation session in the fall. This session includes an introduction from the Head Coach along with information regarding the Club's operation, your volunteer commitments, uniforms, billing process and major events. Details will be posted on our website.

For the most current information regarding registration, practice times, and social events please refer to the Club's website at www.mississaugaswimming.com.

Membership Has Its Privileges

Mississauga Swimming's success is largely based on volunteer support. Joining our Club includes commitment of your time throughout the season.

There are direct benefits to volunteering that include:

- ◆ Helping shape and to support your Club's future.
- ◆ Capitalizing on your experience by giving to others
- ◆ Setting a great example for your kids
- ◆ Showing your children how important their efforts are through your support to the Club
- ◆ Helping to lower costs

MSSAC Hosted Swim Meets – It's about Racing!

Starting in 2008 Mississauga Swimming focused its membership on volunteerism for club hosted meets. MSSAC swim meets have become the Club's largest revenue generator. Maintaining the officiating levels required to host three successful major meets each year will take an army of volunteers. We also run smaller meets such as Inter-Squad, TriStar and time trials. To support these meets, all MSSAC families will be required to have at least one volunteer per family attend a Swim Ontario Official's Clinic per year (either in-house or via our Swim Ontario Central Region) and obtain accreditation (2 deck sign-offs) until a minimum of four courses & accreditations are completed. This is the minimum expectation of the Club. **A fine of \$200.00 will be levied at the end of each year for noncompliance. Final decision to levy the fine or waive it will rest with the MSSAC Officials Chair.**

NEW To validate your certification, parents are asked to provide a photocopy of their Official's Card as part of Registration.

This approach will also help ensure that MSSAC adheres to Swim Ontario's new Official's Development Plan which is required for meet sanction approval. The plan below, recommended by the Ontario Swimming Officials Association, and approved by Swim Ontario, encourages clubs to promote their officials progression up the officiating "ladder", enhancing the club's ability to host and/or assist at meets. Better officiating means better meets. If we don't meet these requirements, we cannot host sanctioned meets, which would be a huge loss to our Club. The plan will be phased in over the next 3 competitive seasons & we're entering Year 3.

| CLUBS with > 70 FAMILIES | | | | |
|--------------------------|-------------|--------------------------|--------------------------|--------------------------|
| YEAR 1 | YEAR 2 | YEAR 3 OPTION 1 | YEAR 3 OPTION 2 | YEAR 3 OPTION 3 |
| 3 Level II | 4 Level II | 5 Level II | 5 Level II | 7 Level II |
| | 1 Level III | 1 Level III | 2 Level III | 0 Level III |
| | | 2 (Alumni) Level IV/V | 1 (Alumni) Level IV/V | 2 (Alumni) Level IV/V |

For the most up-to-date information and for more details, please visit the Officials section of [our website](#) or refer to the Officials section of [Swim Ontario's website](#).

MSSAC will offer a few in-house clinics each year however we encourage everyone to attend the clinics run by our Central Region Officials. They conduct a Saturday training session each fall and spring. These sessions provide the opportunity to train in any position and have the added benefit of interacting with volunteers from other clubs along with the senior officials from our region. These clinics will be announced a few weeks in advance on Swim Ontario's website & MSSAC's website & a notice will be sent out via our Parent Reps.

We Need Senior Officials

Many people believe that senior officials (Levels III, IV & V) are paid, but they are not. These positions are filled by volunteers and it takes dedication spanning a few years to obtain senior officiating levels. Referees from the area are often retired swim parents and they're looking to us, the next generation, to train and support the swimmers of today. Starting eight years ago, a few MSSAC members placed emphasis on this training and did a great deal of work to build our officiating strength. Since then only a few people have expressed interest, and in one year, everyone currently trained as a senior official will be moving on as their swimmers graduate from high school. We don't want to lose the strength we have built, and we need people to begin their training.

Here is some general background regarding skills & positions:

- ◆ If you're comfortable using computer software, in particular MS Access, then processing meet entries and meet results is the job for you. These responsibilities fall under the Recorder/Scorer position.
- ◆ Do you like electronic gizmos? Then volunteer to learn how to set-up & run the electronics at UTM. It's fun! These responsibilities fall under the Chief Judge Electronics.
- ◆ Are you organized & work well under pressure? Then train to be Clerk of Course. In this role, you're on deck during warm-ups & throughout the session to accept entry changes from the coaches. No computer skills required & you get the opportunity to meet the coaches.
- ◆ Do you like to be in charge? Then Meet Manager & Referee are the jobs for you.

If you're interested, please email our Officials Chair (see our website for current contact information).

Minimum Volunteer Support for our Meets

Competitions **require each family in The Mississauga Aquatic Club to work volunteer sessions.** Your session requirements will be posted on the Club's website approximately 3-4 weeks in advance. Sign-up is on-line via our Club's website and you will be able to select the officiating role & sessions you'd like to support. These requests are filled on a first-come, first-served basis. Those that have registered to train for senior positions will be given priority to work specific roles to ensure that their progress continues.

MSSAC hosts two large invitational meets annually: the short-course Harvest Meet in early November and long course Dr. Ralph Hicken Meet in May, both of which are held at the Etobicoke Olympium. We also run a medium-sized competition at UTM in December. The Club may also host additional meets, including those conducted on behalf of the Central Region or Swim Ontario (dependent on the results of the bidding process for such meets). These are top level competitions that **require each family in The Mississauga Aquatic Club to work volunteer sessions as listed below.** Additionally there will be a series of Novice meets held that require participating families to provide a volunteer.

The meets and dates provided below represent what we are planning as of as of May 2009. Please note that this schedule has not been finalized, and therefore the number of meets and the dates may change. The volunteer session requirements may also be adjusted once we know the counts per group in the fall. Please use this is chart as a general guideline.

| Meet | Dates | Wave 3 Silver III Bronze III | Bronze II | Silver II & Bronze I | Gold II & Silver I | Gold I |
|--------------------------|----------------------|------------------------------------|-----------|-------------------------|-----------------------|--------|
| # of Sessions | | | | | | |
| Harvest | Nov 7, 8, 9 | 1 | 3 | 4 | 5 | 5 |
| Tri Star | Nov 21 | 1 | | | | |
| December Invitational | Dec 11-13 | 1 | 1 | 2 | 3 | 3 |
| Hicken | April 30 May 1, 2 | 2 | 3 | 5 | 5-6 | 6 |
| Tri Star | Nov 21 | 1 | 1 | | | |

A reminder will be provided via the Parent Reps and will sign-up will be posted on the Main Page the Club's website. We encourage everyone to register as early as possible.

Families may also be asked to provide food (e.g., water, pop, coffee, cheese etc.) for the officials and coaches. Details will be provided in advance via your Parent Rep.

Those families who do not complete their officiating commitments will be levied a fee of \$50.00 per session not worked.

Other Volunteer Opportunities

Mississauga Swimming is a non-profit organization made up of very dedicated volunteers! Over the past few years, these exemplary people have made great strides forward. Many of these key individuals have recently retired from the Club or have already served in their current position for 2 years. To ensure continued success, we are asking you to join our volunteer community now. Interested individuals can donate their time, energy and expertise at every level, from helping with one social event per year to joining the Board. With a positive attitude and a willingness to lend a hand, you will have a great impact on your child's athletic environment, and love of swimming.

We have an immediate need for:

- ◆ Chaperones for team travel meets
- ◆ Food committee members (helping to supply food at the 3 large meets our Club hosts).
- ◆ News writers & photographers
- ◆ Support for social events such as the Inter-squad meet, Swim-A-Thon & the Awards Banquet
- ◆ Fundraising and sponsorship

If you're interesting in lending a hand, please contact Susanne, our Club Administrator (admin@mississaugaswimming.com) or any member of the Board.

Fundraising

Minimum Contribution

Fundraising helps make swimming more affordable for everyone. There are minimum contributions and to ensure that obligations are met, registration with MSSAC includes a levy that is due September 1, 2009. It's our hope that many people will raise even more than the minimum, generating well-needed funds for the Club.

Your minimum fundraising obligations are listed below.

| Group | Swim-a-Thon (minimum) | Lottery and/or Tag Day (1 can=\$50) | Total Levy |
|------------|--------------------------|---|------------|
| Gold I | \$300 | \$200 | \$500 |
| Silver I | \$300 | \$200 | \$500 |
| Bronze I | \$200 | \$150 | \$350 |
| Gold II | \$200 | \$200 | \$400 |
| Silver II | \$100 | \$150 | \$250 |
| Bronze II | \$100 | \$100 | \$200 |
| Silver III | \$100 | \$100 | \$200 |
| Bronze III | \$100 | \$100 | \$200 |
| Wave 3 | \$100 | \$50 | \$150 |

Swim-a-thon requires that you contribute the minimum listed above, but beyond that you may tailor your choices. For example a swimmer in the Gold 1 group who chooses all three activities could provide:

- Cheque 1 for Lottery @ 3 books= \$150.00 (due Sept 1, 2009)
- Cheque 2 for Tag Day @1 can= \$ 50.00 (due July 15, 2009)
- Cheque 3 for Swim-a-Thon= \$300.00 (due Sept 1, 2009)

All Fundraising Activities MUST be paid by cheque separately made due on the dates above. Please make your cheques out as per your choice and made payable to "The Mississauga Aquatic Club" or "MSSAC".

How to Recoup Your Contribution

Swim-A-Thon

Swim-A-Thon is the major national fundraising project in which most affiliated clubs in Canada participate. It promotes and finances amateur competitive swimming. The purpose of Swim-A-Thon is to raise money for our Club through swimmers' participation in a marathon swim through obtaining pledges for so much per length swum, or a pre-determined amount. Donation receipts will be provided for individual pledges of \$10 and up. Swimming Canada retains an administration fee and the remainder of money raised stays with our Club.

This is a terrific fundraising opportunity for us & we look forward to increased promotion of the event this year. With respect to timing, the MSSAC Swim-a-Thon (SAT) is usually held in April with pledge forms are provided approximately 5 weeks beforehand.

Lottery

Each fall year, MSSAC organizes a lottery with cash prizes. Tickets will be provided in September & the draw will take place in conjunction with Harvest/Autumn Meet in early November. You may sell your books of tickets or keep them for yourselves, entering your name on each ticket. Given that you paid for the tickets up front, the cash you receive as you sell the tickets is yours to keep. Please note that you cannot sell the tickets for more than the face value shown (\$2.00) as this is a violation of provincial licensing rules. All tickets must be returned to the Club before the Harvest/Autumn Meet in November (details & reminders will be provided) to ensure that they are included in the draw.

Tag Day

Many non-profit organizations participate in "Tag Day", a process by which groups may request donations. The LCBO allows clubs to canvas in front of certain LCBO stores every second Saturday.

The Mississauga Aquatic Club has been granted TWO Saturdays by the LCBO. If you would like to participate, you must register in advance as part of the registration sessions planned in June. [In addition, the cheque to cover this part of the fundraising levy must be dated July 15, 2009.](#) EACH 1.5 HOUR SESSION IS VALUED AT \$50 THERE IS A MAXIMUM 2 SESSIONS PER SWIMMER. Time slots are filled on first-come, first-served bases.

The tag day schedule is outlined below:

Date: August 1 and August 15

Time Slots:

10:00AM-11:30AM, 11:30AM-1:00PM, 1:00PM-2:30PM, 2:30PM-4:00PM
4:00PM-5:30PM, 5:30PM-7:00PM and 7:00PM to 8:30PM

Locations:

- ◆ Lakeshore and Hwy 10 / Port Credit)
- ◆ Bloor and Dixie (Applewood Hills Plaza)
- ◆ North Service Road (Applewood Plaza)
- ◆ Hillcrest and Hwy 10

Rules:

- 2 swimmers will per time slot.
- Please wear your MSSAC tracksuit or MSSAC T-shirt and clean jeans.
- One parent must stay with children under 14. Allow the children to do the "Tagging", but please be close by.
- You will receive a copy of the permission letter and insurance one week prior to Tag Day and you MUST bring this with you and keep on you while Tagging.

- We will also give you “stickers” and club brochures to hand out. In the past we have had swimmers make decorated shoe box trays to hold the can, stickers and hard wrapped candy to offer “customers”. Feel free to do this, make MSSAC posters, wear swim medals/ribbons....etc...this draws people to you.

Bingo - Optional

The Mississauga Aquatic Club is fortunate to have a Bingo license from the City of Mississauga for the Meadowvale Bingo hall (Erin Mills Parkway & Battleford). This venue generates approximately \$10,000 each year for the Club & is supported by Team Leaders. We run approximately 24 bingos each year, with each bingo requiring 2-4 Team Leaders.

Who are Team Leaders?

They are bona fide members of MSSAC that have been trained to set-up for sales, sell cards, payout prizes and complete reconciliation. They have also agreed to take on the responsibility of working 2 bingos each month, ensuring the bingo runs professionally and the paperwork and deposits are accurate. Team Leaders are compensated a small amount per bingo worked.

What are Their Duties?

The Team Leaders arrive two hours prior to the session start time to count the cards and set-up for sales. They sell cards during the Bingo session and reconcile all the payouts and earnings after the session has ended.

We appreciate the commitment these Team Leaders provide for this valuable fundraiser. If you would like to become a Team Leader, please contact Susanne, our Club Administrator.

Swimmer's Code of Conduct

We must ensure that all swimmers are treated with respect and that we project a positive image. Swimmers are expected to adhere to the rules listed below while participating in any Club sponsored function including meets, practices, travel to swim meets and social activities. Failure to do so will result in disciplinary action, which could include from the Club.

1. I will show respect to all athletes, parents, officials, coaches and pool staff at all times.
2. I will not use foul language.
3. I will not engage in any form of harassment against other athletes, coaches, parents or officials.
4. I will not use banned substances, illegal drugs, and alcohol or tobacco products.
5. I will not break any laws.
6. I will not engage in any activities that could endanger or hinder other athletes, or cause damage to property.
7. I will not leave practice or club functions without permission from the coach, official or chaperone.
8. I will wear MSSAC team attire as described in the Uniform Policy. This includes, at minimum, the official MSSAC cap, MSSAC swimsuit and MSSAC t-shirt.
9. When travelling for meets, I will follow rules outlined by the coaches and chaperones. When the Coaches and chaperons deem behaviour unacceptable, I can be penalized, up to and including removal from the competition and being sent home at my family's expense. In extreme cases, dismissal from the Club could result. Examples of inappropriate behaviour include: promiscuity, failure to comply with the stated rules and/or curfews as set out by the coaches or chaperons, and any behaviour in violation of the criminal code.
10. Internet Web sites, such as, but not limited to Facebook.com, and mySpace.com, on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other student athlete (MSSAC or otherwise), coach, or volunteer.

Swimmer's Responsibilities

1. I will listen to my coach.
2. I will show respect for my coaches, team mates, parents, fans, pool staff and officials.
3. I will know my practice schedule and will be on time. This means being on deck 10 minutes before practice starts.
4. I will help with pool set-up and deck clean up as requested by my coach.
5. I will bring the required equipment to practice as outlined by my coach.
6. To avoid de-hydration, I will bring a bottle of water to practice & to meets.

7. I will maintain a healthy lifestyle, avoiding junk food and ensuring I get enough rest.
8. At swim meets, I am responsible for remembering which event/heat I am in, and will ensure that I get to that event a minimum of 5 minutes before the race begins.
9. I will have fun and promise to advise my coach or parents if this isn't the case.
10. I am representing the Mississauga Aquatic Club and will always support my team and be a positive role model.

I am aware that failure to fulfill these obligations could result in dismissal from practices and/or meets.

Parent's Code of Conduct

MSSAC is committed to providing an environment in which all individuals (athletes, coaches and families) are treated with respect, and provides a supportive environment. As a result, parents/guardians are expected to adhere to some basic guidelines which are provided below.

1. I will conduct myself at all times in a manner consistent with the values of The Mississauga Aquatic Club, which include fairness, integrity and respect. This pertains to interaction with all athletes, other parents, officials and coaches.
2. I will refrain from comments or behaviours that are disrespectful, offensive, racist, abusive or sexist.
3. If I have questions or concerns with respect to my child's swim program, I should contact my child's coach directly. Any further concerns will be directed to the Head Coach. If my concern is still unresolved, I will contact the Club President.
4. I will not approach coaches or officials on the swim deck during swim meets or during practices. Instead, I will arrange to meet with coaches before or after the sessions.
5. I will ensure that my child arrives at practice on-time.
6. I will encourage a healthy lifestyle including nutritious foods and adequate sleep.
7. I will be supportive of my child and the team at all times, regardless of performance level.
8. I understand that volunteer organizations such as MSSAC depend on the energy and goodwill of parents to fulfill numerous, essential roles. When I have an issue with my parent rep, meet technical organizers or board members, I will respect that these are all volunteers working on my child's behalf. If I feel the need to take issue with any member of our "team", I will do so privately & directly with the people involved. If resolution is not achieved, I will contact the Club President.
9. I will ensure that my swimmer understands that Internet Web sites, such as, but not limited to Facebook.com, and mySpace.com, on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other student athlete (MSSAC or otherwise), coach, or volunteer.
10. I will support my swimmer and the Club by volunteering my time to assist in meets, social events and fundraising activities.
11. I will also have fun!

I understand that failure to comply with these Codes may result in disciplinary action as determined by the Board of Directors, up to and including termination of membership.

MSSAC Privacy Policy

PIPEDA regulates the collection, use and disclosure of personal information. Swim Ontario (the parent organization) has developed a policy on the collection, use and disclosure of personal information.

The Swim Ontario policy is available via MSSAC's website (www.mississaugaswimming.com) or Swim Ontario's website (www.swimontario.com). Swim Ontario has access to all personal information collected by MSSAC.

MSSAC has developed it's own Privacy Policy. The section below outlines how MSSAC manages your personal information. Please review our policy that is posted on our website at www.mississaugaswimming.com/policies/privacy_policy.htm

What This Policy Covers

This policy covers MSSAC's treatment of the personal information collected from you. MSSAC is responsible for the personal information collected and held. To ensure this accountability, MSSAC has developed this policy and trained those involved with MSSAC about these policies and practices.

Photo Policy

In the course of the swimming season, pictures & videos may be taken to promote the Club or to use as training materials. Most common uses are advertising material, publication on our website, displays at sports shows & our Awards Banquet, and for training purposes. We love to include parents/guardians in our event pictures as you're as much a part of the Club as your children!

By joining MSSAC, you are providing permission (on behalf of your child/ward), to the Mississauga Aquatic Club to photograph and/or record your child/ward and or your child's/ward's voice, in still photographs, video and/or audio tape and to use this material, in whole or in part, through the media of television, internet, multi-media presentation, radio, or in a printed form or display for the promotion or as part of the Mississauga Aquatic Club, or to create training materials for use by the Club.

Team Travel Policy

Each season, swimmers may be required to travel to competitions and/or swim camps. This may involve transportation by a car, van, coach bus or plane as well as hotel accommodations, food and restaurant meals.

In order to ensure the safety of the group, each swimmer will be required to travel and stay together with the team at all times while away from home. This will ensure the success of as well as minimize the overall trip costs for the group.

Any exceptions to the team's travel plans (e.g., health issues, final high school exams) must be requested in writing to the Meet Entries Coordinator before the cancellation deadline for each meet (as posted on our website). The VP Administration (or committee designate) will review the request with the Head Coach and reply directly to the family requesting the exception.

Should a swimmer leave the team accompanied by a parent/ legal guardian and has previous approval, they (parent/legal guardian) will assume immediate and full responsibility for the swimmer and thereby release the club from any liability and/or obligations related to the swimmer.

Should a swimmer violate the Code of Conduct or leave the group during a meet without any prior communication with BOTH the Chaperone and the Coach, he/she will be subject to immediate disciplinary action (as deemed appropriate by the Chaperone and Coach) as well as follow up action by the Disciplinary Committee on their return.

Team Uniform Policy

Mandatory Uniform at Practice

Regardless of the program, all MSSAC swimmers are expected to come to practices with the following: bathing suit, goggles and official MSSAC swim cap. Your coach will provide a list of required training equipment (e.g., pull buoys, fins, paddles, etc.). Practice suits and training equipment may be purchased anywhere you choose.

Mandatory Uniform at Competitions

Our team wear provider is Team Aquatic Supplies (TAS)(www.team-aquatic.com). MSSAC has group discounts with TAS and in support of the agreement, all members must purchase team wear, including competition suits from TAS. Their address is 4155 Fairview St., Burlington, ON L7L 2A4. Hours: Monday - Friday 8:30am - 5:00pm, Saturday 10:00am - 3:00pm. A series of 3 to 4 on-site visits by TAS will be arranged each swim season.

Provided below is an outline of the uniform requirements per group.

M=Mandatory O=Optional O ≥C+ = Optional, 'C' Times & Higher NA=Not Applicable

| Program | BLUE Competition Suit | MSSAC Cap | BLACK High Perf. Suit | Hooded Sweat Shirt | T-shirt | Shorts | Track Suit | Back Pack | Parka |
|------------|-----------------------|-----------|-----------------------|--------------------|---------|--------|------------|-----------|-------|
| Wave 3 | M | M | NA | O | M | M | O | O | O |
| Bronze III | M | M | NA | O | M | M | O | O | O |
| Silver III | M | M | NA | O | M | M | O | O | O |
| Bronze II | M | M | O ≥C+ | O | M | O | M | M | O |
| Silver II | M | M | O ≥C+ | O | M | O | M | M | O |
| Gold II | M | M | O ≥C+ | O | M | O | M | M | O |
| Bronze I | M | M | O ≥C+ | O | M | O | M | M | O |
| Silver I | M | M | O ≥C+ | O | M | O | M | M | O |
| Gold I | M | M | O ≥C+ | O | M | O | M | M | O |

High performance swimmers who qualify for the Central Regions, Junior or Senior Provincials, Eastern Canadian Championship, and or Senior Nationals have the option to purchase the official MSSAC high performance swimsuit.

NEW Swim Ontario has introduced updated swim suit regulations that are effective September 1, 2009. Please review the details posted on Swim Ontario's website (www.swimontario.com).

Be aware that only the official suits listed by the Club in September can be worn at meets. High performance suits are BLACK, and other colour combinations, like blue and orange are not permitted.

Product information, including styles and prices, along with on-site sales dates will be provided in September. MSSAC will take into account the new regulations announced by Swim Ontario.

Please note that MSSAC will periodically review the supplier and design of the official MSSAC apparel and equipment.

Meet Entry Process

Swimming is becoming more popular each year, and to ensure that our athletes can participate in meets, we have to submit entries to host clubs about a month prior to the meet. Most members participate in these meets, however if your swimmer CANNOT attend, we ask that you notify our Entries Coordinator by the deadline specified on our Meet Schedule.

The Meet Schedule is posted on our website & is updated periodically as more information about the meets is received. If you have questions about these meets, or are unsure of which meets your swimmer will be participating, please contact your coach.

We have made the cancel process easy by adding an automated cancel function on the Meet Schedule posted on our website. Selecting the 'cancel' link for the specific meet

creates an email window for you to add your comments and send to our Meet Coordinator (Darren Ward). You may also use this function if you can participate in just part of a meet (for example, you can't attend Friday's session, but can participate on Saturday & Sunday).

Please be aware that advising your Coach or our Club Administrator is not the correct method to withdraw from a meet. It's imperative that you use the 'cancel' function on our website.

Given that we submit entries to the host club approximately a month prior to the meet, any changes made after that stage are billable to MSSAC and then to you. Given these lead times, if you forget to cancel from a meet that you cannot attend, or if you didn't follow the 'cancel' process, you are obligated to pay the fees.

Given the cost of travel meets, we confirm participation from everyone well in advance. This process will be explained in more detail for each meet.

A few days before each meet, it's best to check the host Club's website for updates. Club's often adjust start times and may move a few events. This information will not be on Swim Canada's website, so always check the host club's site.

Communication

Over the years we have strived to eliminate communication in paper form and instead use email and our website extensively. We ask that all members check their email a few times each week for bulletins. The most common communication updates include:

- ◆ Practice Schedule Changes
- ◆ Information & reminders about upcoming meets
- ◆ Forms and confirmation deadlines for travel meets
- ◆ Social announcements
- ◆ Officials clinics training opportunities
- ◆ Invoice details from the Club Administrator
- ◆ Updates & information from your Coach

In the event of a last minute practice cancellation (e.g., snow storm, pool issue) our Parent Reps will initiate your group's "phone tree." Your Parent Rep will create the phone tree in the fall & we ask that all members support this process. Doing so ensures faster communication.

We also ask that you visit our website often. There are frequent announcements posted on the main page of the site, and it's key that you check the meet schedule monthly to ensure that you understand what meets your child is entered in, and when applicable, to ensure that you 'cancel' by the deadline listed.

Who should you direct questions to?

| Topic | Primary Contact |
|--|-----------------------------|
| Swim program, your swimmer's participation in meets, your swimmer's progress | Your Coach |
| Social events, general Club procedures | Parent Rep |
| Officials training & support for MSSAC hosted meets | Officials Chair |
| Financial Inquiries | Club Administrator |
| Uniform Policy | VP Administration |
| Team Travel | VP Admin or Travel Director |
| Code of Conduct Issues | Head Coach & Club President |

The most up-to-date contact information is available on our website (see Club Information).

Program Fees

The annual fees for each program are outlined below. Note that fees do not correspond to a fixed number of hours, or practices per week/season. Some practice times will change depending on pool availability, meets, training camps and coaching availability.

| Group | Swim Program Fee | Meet Fee Deposit | Swim-a-thon | Lottery and/or Tag Day | Total |
|------------|------------------|------------------|-------------|------------------------|---------|
| Gold I | \$2,942 | \$800 | \$300 | \$200 | \$4,242 |
| Silver I | \$2,392 | \$700 | \$300 | \$200 | \$3,592 |
| Bronze I | \$1,848 | \$700 | \$200 | \$150 | \$2,898 |
| Gold II | \$2,392 | \$600 | \$200 | \$200 | \$3,392 |
| Silver II | \$1,462 | \$600 | \$100 | \$150 | \$2,312 |
| Bronze II | \$1,172 | \$400 | \$100 | \$100 | \$1,772 |
| Silver III | \$900 | \$300 | \$100 | \$100 | \$1,400 |
| Bronze III | \$1,053 | \$400 | \$100 | \$100 | \$1,653 |
| Wave 3 | \$796 | \$300 | \$100 | \$50 | \$1,246 |

Note:

1. This schedule does not include the mandatory MSSAC Team Uniform costs.
2. The meet fee deposit is an estimate based on the actual costs for the previous 2 years (excluding travel costs). Your swimmer's participation will determine your final cost.

Additional Swim Ontario Fee

This year, Swim Ontario has changed the fees to vary by age. The fees (which are mandatory) are as follows:

- ◆ Ages 10 & Under \$95.13
- ◆ Ages 11-15 \$116.13
- ◆ Ages 16 & Over \$137.13

This fee is based on the swimmer's age as of December 31st 2009.

Additional Costs for Gold I & Gold II

Dry land training is provided in part by your coach and professional trainers at UTM. The cost is approximately \$450.00 for the year, including parking. The parking pass is tied to the dry land fees & cannot be purchased separately. UTM offers lockers with towel service at cost of approximately \$80. These fees are paid directly to UTM at UTM and details will be provided to Gold I & Gold II families as the new season approaches.

Optional to All Members:

You may subscribe to Swim Magazine at an additional cost of \$35.00. This annual subscription runs from January to December. When you register, you will be asked if you want to subscribe. If yes, please provide a post-dated cheque dated November 1, 2009 at registration.

Video Analysis

During the 2008/09 season the Mississauga Aquatic Club introduced the Performanceplus Video Classroom sessions. These sessions proved to be highly beneficial for coaches and swimmers. Swimmers had the opportunity to view themselves as well as others to enhance learning through visual aid creating a better understanding of technical expectations. The coaching education through interaction with fellow coaches as well as swimmers also created learning opportunity as well as clarification on swim technique. We are happy to bring back the Performanceplus video classroom sessions for 2009/10.

MSSAC offers the following discounts:

- 5% if all fees are paid in full by October 1, 2009.
- Family discount wherein the 2nd child receives a discount of 10% of the swim program fee and a 3rd child receives a discount of 15% of the swim program fee.

Payment Schedule

The payment forms (provided to you separately as they are customized per group) must be submitted with the registration forms. Members have the option of paying all fees in full (due October 1st) or can opt for a monthly payment schedule (see below). In the event that you choose the monthly payment plan, please date your cheques according to the schedule provided. The same dates will be used for credit card payments. All cheques and Credit Card Authorizations must be submitted with the completed registration package before your swimmer may begin in September. Outstanding balances are not carried forward from year to year. They must be paid in full before AUGUST 1st of each year.

We accept personal cheques (payable to the Mississauga Aquatic Club or MSSAC), Visa and MasterCard. You may also pay by debit at the Club Office. WE DO NOT ACCEPT TRAVELLERS CHEQUES. Money Orders can be used if you are paying in-full at the beginning of the year.

You may choose to pay more than the minimum per month (therefore completing the payments faster), but we ask that your account never be in arrears. Failure to pay according to the schedule could result in dismissal from the Club. Swimmer statements are mailed quarterly, so you will be able to track the payments and swim meet charges throughout the year.

| <u>Type of Remittance</u> | <u>Due Date</u> |
|---|-------------------|
| Swim Ontario Registration Fee | September 1, 2009 |
| Fundraising Levy (must be paid by cheque) | September 1, 2009 |
| Swim Magazine (optional) | November 1, 2009 |
| 1 st Swim Program instalment | October 15, 2009 |
| 2 nd Swim Program instalment | November 15, 2009 |
| 3 rd Swim Program instalment | December 15, 2009 |
| 4 th Swim Program instalment | January 15, 2010 |
| 5 th Swim Program instalment | February 15, 2010 |
| 6 th Swim Program instalment | March 15, 2010 |
| Final payment for o/s amounts related to meet & travel fees | August 1, 2010 |

Please note that MSSAC remits the Swim Ontario Registration fee to the provincial office on behalf of all members in September. This fee covers your swimmer's insurance from September 1, 2009 to August 31, 2010.

Both Swim Ontario Registration Fee and the Fundraising Levies are **NON-REFUNDABLE**. No swimmer will be permitted to enter the pool area until these fees has been processed.

Note that a fee of \$25.00 will be charged to your account for each payment that is returned as non-sufficient funds (NSF). This fee applies to returned cheques and rejected credit card payments.

NEW Anyone who has a balance owing to the Club in excess of \$100 will be asked to remit payment to cover the balance and possibly an additional deposit. The funds requested will depend on what stage of the season we're in.

Members who fall into arrears, and do not respond to requests for payment, may have their swimmer suspended from practices and/or meets. We hope that members understand that the Club has a fiduciary responsibility to ensure that everyone is in good financial standing.

Final statements will be mailed soon after your child's last meet in the spring. You will be required to pay your balancing owing in full by August 1, 2010.

Resignation Policy

Any swimmer resigning from the Club must deliver written notice to the Club Office. Swim Ontario Registration and Fundraising Deposits (for Swim-a-Thon & Lottery) are non-refundable.

Swim program fees will be credited as follows, with written request received by the Club Office 2 business days prior to the date listed:

| | |
|--------------|------|
| September 30 | 100% |
| November 15 | 75% |
| January 15 | 40% |
| March 15 | 10% |

The balance of the Meet Fee Deposit will be applied to any balance owing. Any balance owing to you will be mailed due August 1, 2010. Final Statements will be mailed to your home address at the close of the Club's fiscal year (August 30).

Program Schedule

Start Dates

Our Pool Contracts do not start until October 1st, but we will be securing pool time prior for some groups. Please keep in mind that the first few weeks may not follow the "regular" schedule and may include more dry land/outdoor fitness training. Expected start dates are listed below:

| | |
|------------------------------------|---|
| Week of September 14 th | Gold I, Silver I |
| Week of September 19 th | Gold II, Silver II, Bronze I, Bronze II |
| Week of September 19 th | Silver III, Bronze III, Wave 3 |

Your coach will provide an updated schedule in early September and details will be posted on the Club's website.



Program Schedule

Provided below is the tentative schedule for the 2009-2010 season

| Group | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-----------|--------------------------|---------------------------|------------------------------------|---------------------------|-------------------------|-----------------------------|--------|
| Gold I | 5:30-7:30am UTM | OFF | 5:30-7:30am UTM | | 5:30-7:30am UTM | 8:00-10:00am UTM | OFF |
| | 3:30-6:30pm UTM | 3:30-6:00pm UTM | 4:00-5:30pm Dryland only UTM | 3:30-6:00pm UTM | 3:30-6:00pm UTM | OFF | OFF |
| | | | | | | | |
| Silver I | 5:30-7:00am UTM | OFF | 5:30-7:00am UTM | OFF | 5:30-7:00am UTM | 8:00-10:00am UTM | OFF |
| | 4:30-6:00pm Cawthra | 4:00-5:30pm UTM | OFF | 4:00-5:30pm UTM | OFF | OFF | OFF |
| Bronze I | OFF | OFF | OFF | OFF | OFF | 6:00-8:00am UTM | OFF |
| | 5:00-6:30pm Clarkson | 5:00-6:30pm Meadowvale | 4:30-6:00 pm Clarkson | 5:00-6:30pm Meadowvale | 4:30-6:00pm Clarkson | OFF | OFF |
| Gold II | OFF | 5:30-7:00am UTM | OFF | OFF | 5:30-7:00am UTM | 6:30-8:00am Cawthra | OFF |
| | OFF | 5:30-7:00pm UTM | 5:00-6:30pm Glenforest | 5:30-7:00pm UTM | OFF | OFF | OFF |
| Silver II | OFF | OFF | OFF | OFF | OFF | 6:30-8:00am Erin Meadows | OFF |
| | 5:00-6:30pm Terry Fox | 5:30-7:30pm Huron Park | 5:00-6:30pm Terry Fox | 4:30-6:30pm Huron Park | OFF | OFF | OFF |
| Bronze II | 6:00-7:30pm Cawthra | 6:30-8:00pm Glenforest | OFF | 6:30-8:00pm Glenforest | 6:00-7:30pm Cawthra | 6:00-8:00am UTM | OFF |



| Group | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-------------------------|--------|
| Silver III | OFF | 5:00-6:30pm Glenforest | OFF | 5:00-6:30pm Glenforest | 4:30-6:00pm Cawthra | OFF | OFF |
| Bronze III | 6:30-8:00pm Clarkson | 6:30-8:00pm Meadowvale | OFF | 6:30-8:00pm Meadowvale | 6:00-7:30pm Clarkson | 6:00-8:00am UTM | OFF |
| Wave 3 TF/CW | 7:30-8:30pm Cawthra | OFF | 6:30-7:30pm Terry Fox | OFF | 7:30-8:30pm Cawthra | OFF | OFF |
| Wave 3 CL | OFF | OFF | 7:00-8:00pm Clarkson | OFF | 7:30-8:30pm Clarkson | 3:45-4:45pm Clarkson | OFF |
| Wave 3 HP | OFF | 4:30-5:30pm Huron Park | 4:30-5:30pm Huron Park | OFF | 4:30-5:30pm Huron Park | OFF | OFF |

Note:

- Dry land training will be confirmed by your coach in September.
- Group sizes are limited to ensure an adequate ratio of swimmers per lane and coaches per swimmer.

Forms/information that must be Returned

For returning members, we ask that you [register by June 15th.](#)

For registration, please complete the forms in advance of your registration session and have them ready.

- **Photocopy of your swimmer's birth certificate or passport.**
- Membership Agreement
- Personal Health Form: Current members are asked to update their existing form which will be provided to you.
- Fee Schedule (provided to you separately) & completed cheques as applicable
- PIPEDA Consent Form
- **NEW** Photocopy of your Official's Card



Bring Separate Cheques, all payable to "MSSAC" for:

1. Swim-a-Thon due Sept 1, 2009
2. Lottery tickets and/or Tag Day due Sept 1, 2009
3. Swim Ontario fee due Sept 1, 2009
4. Swim Magazine (optional) due Nov 1, 2009

Amounts are outlined in your Fee Schedule that is provided to you separately.



Mississauga Aquatic Club (MSSAC)

Membership Agreement 2009-2010

By signing this agreement, I acknowledge that I have received the Mississauga Aquatic Club Registration Package for the swim season covering September 2009 through August 2010. I also confirm that I have read, understand and will comply with the following:

- Swimmer's Code of Conduct
- Swimmer's Responsibilities
- Parent's Code of Conduct
- MSSAC Privacy Policy
- Photo Policy
- Team Travel Policy
- Team Uniform Policy
- Volunteer requirements including support for officials training & swim meets (along with penalty should we not fulfill our obligation)
- Fundraising obligations
- Meet Entry Process
- Payment Schedule
- Resignation Policy

We hereby agree to support the Mississauga Aquatic Club by accepting the aforementioned policies & agreements.

| | | |
|-------------------------------------|--|-------|
| _____ | _____ | _____ |
| Please print Parent/Guardian's name | Signature of Custodial Parent/Guardian | Date |
| _____ | _____ | _____ |
| Please print Swimmer's name | Signature of Swimmer | Date |

Please provide swim group/program name: _____



Mississauga Aquatic Club

Personal Health Form

Swimmer's Information

| | | | | | | | | | | | | | | |
|------------------------------------|-----|--|-------|------|-------------|---|--------------------|-----------------|-----------------|-----------|--|--|-----|--|
| First Name | | | | | Middle Name | | | | | Last Name | | | | |
| Date of Birth: | Day | | Month | | Year | | Gender | Male | | Female | | | | |
| Height | | | | | Weight | | | | | | | | | |
| Street Address & Suite/Unit # | | | | City | | | | Postal Code | | | | | | |
| | | | | | | | | ON | | | | | | |
| Home phone number (with area code) | | | | | | Other Contact Information (Emergency alternate, cell, etc.) | | | | | | | | |
| | | | | | | | | | | | | | | |
| Provincial Health Card Number: | | | | | | | | Version Number: | | | | | | |
| Name of Family Doctor: | | | | | | | | Phone Number: | | | | | | |
| Date of last tetanus shot | Day | | Month | | Year | | Corrective Lenses? | | Contact Lenses? | | | | | |
| | | | | | | | | Y/N | | | | | Y/N | |

Please list any medical conditions/concerns regarding the swimmer's health care and/or diet. This would include allergies, respiratory ailments (asthma), motion sickness, diabetes etc.

| Condition | Life-threatening | Medication | Instructions |
|-----------|--------------------------|--------------------------|--------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |

Member Information (Custodial Parent or Guardian)

| | | | |
|----------------|------------------------------------|--|----------------------------------|
| First Name | Last Name | | Daytime phone # (with area code) |
| | | | |
| E-Mail Address | Alternate phone # (with area code) | | |
| | | | |

Every Care and Attention will be Given To The Health and Comfort Of The Swimmers.

I hereby authorize the Coach / Lifeguard responsible; to secure such medical advice and services as may be deemed necessary for the health and safety of me, or my child/ward. I agree to accept financial responsibility in excess of the benefits allowed by Provincial Health Insurance Plans:

Signature of custodial parent/guardian

Date



Mississauga Aquatic Club (MSSAC)

Personal Information Protection & Electronics Documents Act

Consent Form 2009-2010

The Mississauga Aquatic Club (MSSAC) policy with regard to the PIPEDA is was provided to me as part of the registration package and I have read and understand this policy.

I, _____, give permission to the MSSAC to enter required personal information on the SwimDirect & Swim Canada database for the purposes outlined in MSSAC's policy. I understand that I may withdraw consent at any time upon written notice to the MSSAC Privacy Officer, and my personal information will be purged from the database. Withdrawal constitutes de-registration. The member will be informed immediately upon receipt of the written notice.

Consent is given for: _____ myself

_____ under-aged child(ren) – member(s) of the above club

Please print name

Signature

Date