

ROCKINGHAM SWIMMING CLUB
HANDBOOK

2023 ~ 2024 SEASON



www.rockinghamstingrays.com.au

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PRESIDENT'S MESSAGE



It has been an incredible year of growth and achievement for the Club, and I would like to express my heartfelt gratitude to our dedicated Coaches, volunteers, and the entire Club membership for their tireless efforts in ensuring the smooth operation of our Club. Without their hard work and dedication, our successes would not be possible.

The Club is thriving, and it is evident that our commitment to excellence has not wavered. Our Club's vision to foster a supportive and competitive environment for swimmers of all ages and abilities remains at the forefront, as we continue to build good humans who just happen to be some of the best swimmers in WA.

In September 2023, the Club were crowned City of Rockingham Sport Star Awards Winners in the top 2 categories - Club Governance and Champion Club of the Year 2023. We also had 2 finalists in Junior Sports Stars of the Year (Jack Wicks and Romeo Zver), 1 finalist in the Senior Sports Star of the Year (Fiona Cullinane), and myself as finalist in the Volunteer of the Year category.

This handbook is more than just a compilation of rules, schedules, and guidelines. It symbolises our commitment to excellence, sportsmanship, and inclusivity. It serves as a reminder of our shared values and the extraordinary spirit that defines us as a Club.

In the coming year, I encourage every member to seize every opportunity to improve their skills and PB's, make lasting memories, and build lasting friendships. Our Club is not just about competition; it's about creating a supportive and nurturing environment where every member can thrive.

As we look ahead, let's remember that our Club's legacy is built upon the dedication, commitment, and passion of its members. Let's continue to support and uplift one another, both in and out of the water, and make this year one of the most memorable in our Club's history.

I look forward to seeing each of you at the pool, cheering each other on, and celebrating our shared love for swimming. Together, we can make waves, break records, and create a brighter future for our Club.

Thank you for being a part of this remarkable journey.



Leanne Andrews, President



OUR HISTORY

1946

The Beginning of Our Journey

The Rockingham Swimming Club was founded in 1946 under the name Rockingham Districts Amateur Swimming & Life Saving Club. Training was originally conducted in the ocean at Palm Beach until 1951-52, when the Club moved to the Rockingham foreshore.

1974

Moving to the Pool

In 1974 the Club moved to the newly built Rockingham Aquatic Centre to conduct summer training in the outdoor 50m pool.

2003

Aqua Jetty

After completion of Aqua Jetty in 2003, the Rockingham Swimming Club relocated to the new modern facility, and has recently celebrated 20 years at the facility, alongside City of Rockingham and Aqua Jetty members, staff and stakeholders.





VISION

Engage, inspire, guide and develop good humans, who also happen to be some of the best swimmers in WA.

MISSION

To be an inclusive 'A' Division State, National and International level Swimming Club.

Supporting swimming success, participation and performance across all ages, genders and cultures within the South Metro region.

Maintaining a welcoming and thriving environment for swimming excellence through development, performance, teamwork and perseverance.

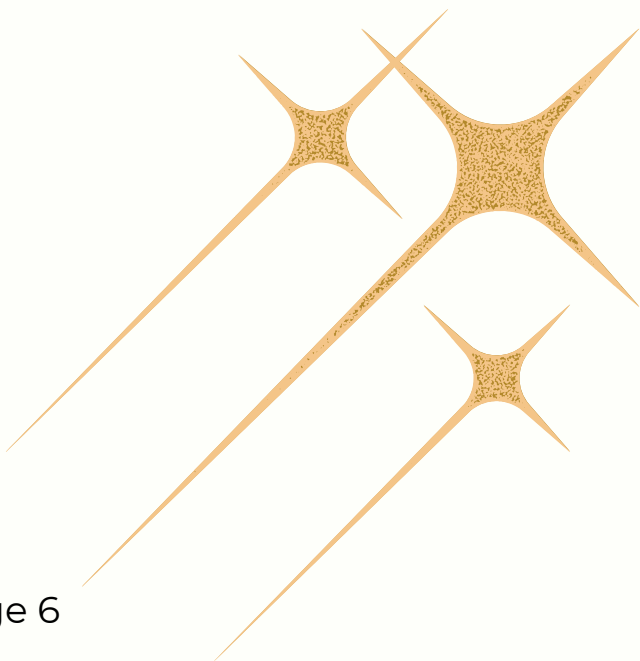
OUR VALUES

Financially sustainable

Ethical and fair to all

Encouraging and inclusive

Progressive and open to change



OUR MOST SUCCESSFUL YEAR IN THE WATER



Over the last 12 months our Club has been firmly placed on the WA map. In February 2023, we were promoted to A-Division alongside WA's largest and most prestigious Clubs, with excellent depiction of the strong athletes in our community. This has been hugely down to the review and restructure of the Coaching team, with the appointment of highly regarded Head Coach Ryan Spencer.

Ryan and our athletes have made significant impact in the pool. Besides having our largest representation at International (Commonwealth Games & Worlds), National and State level this past year, Rockingham Swimming Club (RSC) had a hugely successful year in the pool during 22/23. At Australian Championships, 6 athletes qualified for 23 swims, with 10 finals (7 top 10 finishes) and 3 podium finishes. Jack Wick's claimed Silver in the 800m Freestyle and Bronze in 1500m Freestyle. 2,404 swimmers raced in 11,866 swims at the meet. Rockingham finished 70th out of 332 Clubs and placed 8th in WA - substantial given our small Club.

Our open water (OWS) athletes made waves last season with many podium finishes in the OWS ocean series, with 2 swimmers placing 15th and 18th at the Australian OWS Championships in January. The biggest achievement yet in OWS is Fiona Cullinane's incredible English Channel and North Channel swims. Fiona broke the Guinness World Record and became the youngest female to complete the North Channel crossing.

Our junior athletes have had many stand out performances, with 5 of our swimmers achieving 3 or more Gold medals at State Level, and winning Swimming WA League Champs in April 23. Since then, 11 year old Mia-Maria Gstaettner broke the WA All Comers Record, WA All Time Record, and the WA Residential Record in the 1500m Freestyle, a record held since 1999! During the 22/23 season 98 Club records were broken - Arekah Paki claimed 23 of these records, and Mia-Maria an astonishing 29!

Head Coach Ryan, who is accredited to Australian National Standard, has built a strong, committed and passionate team of Coaches. Our Coaching team has grown from 4 to 8 in a 12 month period, testament to the commitment we have to nurturing our talent within the Club. Recently we met with Swimming Australia's Technical Lead for WA, and have started planning for our National athletes to attend WAIS. WAIS deliver the WA Swimming Australia High Performance Hub, which is one of 8 High Performance Training Centres located around the country. This is an exciting future prospect for our Nationals team representing Rockingham, who will receive international level Coaching and technical leadership in a high performance and competition environment.

Ryan was voted as a finalist in the National Age & Open Finalist Coaches category and was recognised as a National Medalist Coach at the SWA Awards of Excellence, along with all 6 of our National's athletes, and this year was appointed WA State Relay Senior Lead Coach at the Australian Championships on the Gold Coast.

In November 2022, our hugely successful long standing Athlete and multiple gold, silver and bronze medalist, Holly Barratt, took to the World stage for the final time in Berlin, Toronto and Indianapolis, finishing with a Silver in 50m Fly in Berlin and a 4th place in Canada. Holly has now retired after a long standing career under Rockingham's blue and yellow cap, paving the way for new talent to follow in her footsteps. Among them, our high-performance athlete Damian Badenhorst is presently honing his skills under the Western Australian Institute of Sport (WAIS). Damian has had remarkable results, which include finalist swims at the Australian National Championships.

We value our Rockingham family. Our uniforms are a symbol of our team spirit, as we wear the blue and yellow with pride.



Club GOALS 2023/24

As the 2023/24 season dawns upon us, the Rockingham Swimming Club stands poised for another exciting journey in and out of the water. Building on our previous achievements, we are passionately committed to reaching new heights and achieving even greater success in the coming year.

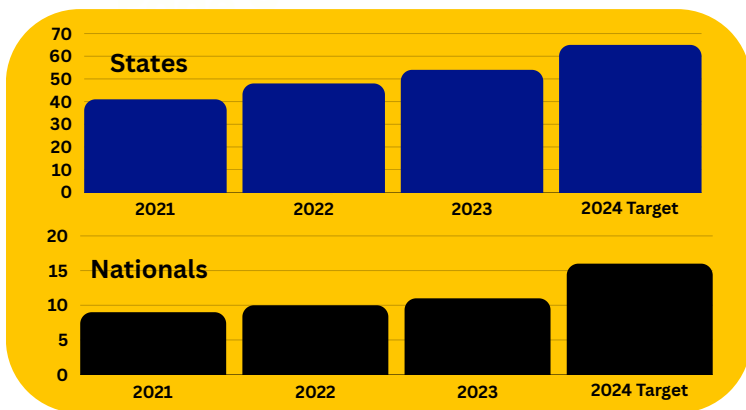
With the current determination and dedication of our swimmers, Coaches and volunteers, and under the expert guidance of our Head Coach Ryan, we are already well on track to achieving our goals of increasing our State and National Qualifiers, increasing membership numbers and continuing to make our Club one that everyone wants to be a part of.

By April 2024, we are aiming to have 12-15 qualifying swimmers at the Australian National Championships. Current analysis of our high performance and potential "first time qualifiers" pre-season times, fitness and general wellbeing, predicts we are ahead of schedule and well on our way to achieving these goals. This season, we also anticipate a 10-15% increase in State Qualifiers.

Aside from "in-the-pool" achievements, we are aiming at setting an excellent overall Club standard by providing the very best environment for our swimmers, maintaining financial sustainability for the Club, and increasing membership and diversification of members across all squads (both fitness and competitive).

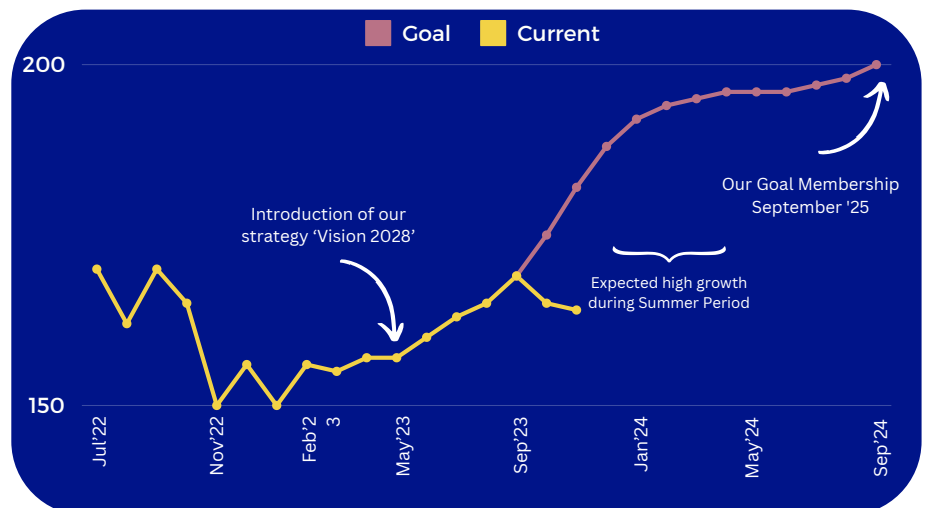
Our recently released "Vision 2028" maps out our short to medium term strategy of achieving success. Some of our short-term goals include obtaining Gold status in the Swimming WA CX Excellence Program, making it more affordable for everyone to swim, and increasing our exposure and promotional activities to connect more with our community and provide value for sponsors.

As a Club we are committed to creating an environment conducive to excellence!



State and National Qualifiers

Membership Growth



COACHING STAFF



Coach	Squad	Email
Ryan Spencer	Head Coach Nationals All Squads	coachryan@rockinghamstingrays.com.au
Craig Murray	State Performance & Silver	coachcraig@rockinghamstingrays.com.au
Steve Hughes	Stingrays	coachsteve@rockinghamstingrays.com.au
Mark Trainer	Bronze & Gold	coachmark@rockinghamstingrays.com.au
Bridget Young	Green	coachbridget@rockinghamstingrays.com.au



Ryan



Craig



Steve



Mark



Bridget



Cara



Jen



Jouke

MESSAGE

from our

HEAD COACH



Whether you're new to our club or a previous member, a very warm welcome from our Coaching team! I'm thrilled to have you on board as we dive into another year of hard work, dedication, and growth, both in and out of the pool.

Our mission is simple: to foster a culture of excellence, teamwork, and personal development. Together, we'll set ambitious goals, chase new personal records, and support each other through every stroke and turn.

I'm confident that with your commitment and positive attitude, together with the guidance of our talented coaching staff, we will achieve great things

Let's make every lap count and create unforgettable memories in the process.

Swim fast, dream big, and let's make a splash this year!

Yours in swimming,
Ryan Spencer
Head Coach



CLUB COMMITTEE CONTACTS



Name	Position	Email
Karen Williams	President	president@rockinghamstingrays.com.au
Trudy Byrne	VP, Sponsorship & Fundraising	fundraising@rockinghamstingrays.com.au
Tahnee Ralph	VP, Admin & Social Media	media@rockinghamstingrays.com.au
Kate Cullinane	Secretary	secretary@rockinghamstingrays.com.au
Aimee	Treasurer & Technical Official	treasurer@rockinghamstingrays.com.au
Ingrid van der Wel	Registrar	registrar@rockinghamstingrays.com.au
Lania Manu-Paki	Committee, Website & Meet Coordinator	website@rockinghamstingrays.com.au meetcoordinator@rockinghamstingrays.com.au
Joanne Cotton-Odgaard	Committee & Grants	grants@rockinghamstingrays.com.au
Nicole Apetera	Committee & Uniforms	uniform@rockinghamstingrays.com.au
Michelle Langford	Committee & Club Night Coordinator	clubnight@rockinghamstingrays.com.au
Melissa Jones	Committee & Marketing	marketing@rockinghamstingrays.com.au

RSC SQUAD COACHING FEES



Squad	Sessions	Session Times	\$ pcm
GREEN	2 x 60 min sessions	Choose 2 set sessions from 4:00pm & 5:00pm Mon to Fri	\$70.40
BRONZE	3 x 60 min sessions	Choose 3 set sessions from 4:00pm Mon to Fri	\$82.50
SILVER	4 x 75 min sessions	Choose 4 set sessions from 4:00pm Mon to Fri	\$97.90
GOLD	5 x 90 min sessions	5:30am Mon, Wed 5:30pm Tues, Thurs, Fri	\$140.00
STATE PERFORMANCE	6 x 90-120 min sessions + Dryland	5:30 - 7.30pm Mon, Wed 5:00 - 7:15am Tues, Thurs 5:30 - 7:15am Fri 5.00 - 7.30am Sat	\$174.90
NATIONALS	7-8 x 120 – 150 min sessions +Dryland	5:00 - 7:15am Mon 5:00 - 7:30pm Mon 5:00 - 7:15am Tues, Thurs 5:30 - 7:00pm Wed 5:30 - 7:15am Fri 5:00 - 7:30am Sat	\$199.00
STINGRAYS	3 X 90 min sessions	Choose 3 from 5:30am Mon, Wed 5:30pm Tues, Thurs	\$91.30
STINGRAYS 5	5 X 90-120 min sessions	5:30am Mon, Wed 5:15pm or 6.15pm Tues 5.00pm or 6.30pm Thurs 5:30am Sat	\$155.00

SWIMMING WA MEMBERSHIP FEES



Our membership year runs from 1 October, through to 30 September, matching with the start of the Long Course competition season. Swimmers may join at any time of the year and discounted memberships are generally available from mid February. Different membership categories entitle members access to different events both at the State and National level.

We also offer non-SWA membership for SHSLSC and Stingrays memberships.

For 2023/24 season these membership categories and fees are:

Age	Membership	Description	Cost \$
5 – 8	Junior Dolphin	Junior Dolphin Carnivals/ "Splash and Dash", and Club Nights	\$111.07
9+	Participation	Club Nights, Club Premierships & OWS competitions (except OW States)	\$156.07
	Annual	All pool and OWS competitions	\$218.25
	90 Day Training *NEW*	Intra Club competitions -Only available from Jan - Jun 2024 -Can only be used once a calendar year	\$50.00
18+	Stingrays	Adult swimmers in our Stingrays squad, who do not wish to compete in SWA sanctioned competitions. -Can compete at Club Nights -Masters competition swimmers require separate MSWA membership	\$75.00

NUTRITION FOR SWIMMERS



A balanced diet is crucial for swimmer performance and recovery in and out of the pool. It is important that from a young age, swimmers get into a good habit of hydrating and fueling their bodies with the right nutrients. Each swimmer's dietary requirements are different, which is why Rockingham Swimming Club recommends getting advice from a qualified dietician for a specific nutrition plan.

For general advice please follow the links below:

	Rockingham Swimming Club	Sports Nutrition book for RSC members	
	Gold Class Swimming	Webinar - Parent Special – Nutrition For Swimmers – Week #5	
	Sports Dieticians Australia	Junior Swimmers (age 5 - 11)	
	Sports Dieticians Australia	Food for Swimming - Adolescent	
	FINA	Nutrition for aquatic athletes	

POLICIES AND CODE OF CONDUCT



It is a condition of becoming a member of the Rockingham Swimming Club, and when signing the Application for membership, that each member agrees to abide by the rules, regulations, policies, by-laws and constitutions of Rockingham Swimming Club, Aqua Jetty, Swimming Western Australia, and Swimming Australia Limited.

Please use the links below for the latest policies:

Rockingham Swimming Club



Swimming WA



Swimming Australia



Aqua Jetty



GRIEVANCE PROCEDURE

WHO TO NOTIFY OF A GRIEVANCE (Chain of Command)

Regarding the Conduct of a Swimmer - Contact the swimmer's Coach

Should a parent or swimmer feel another swimmer's conduct is inappropriate or violates the RSC Code of Conduct, the parent/swimmer should discuss these concerns with the Coach of the swimmer responsible for the violation (Responsible Coach). This complaint should be made in person or in writing. Coaches will ensure the head Coach is notified of the complaint and will participate in assessing behaviour.

Regarding the Conduct of an Assistant or Age Group Coach - Contact the Head Coach

Should a parent or swimmer feel an Assistant or Development Coach's conduct is inappropriate or in violation of any Club policies or procedures, the parent/swimmer should notify the Head Coach of this violation. This complaint should be made in person or in writing. The Head Coach will ensure that the RSC President is notified of the complaint and will participate in assessing behaviour.

Note: With the exception of issues which immediately affect the health and safety of swimmers, all matters should be discussed before or after a Coaching session, as Coaches are not expected to deal with issues during water time.

Regarding Conduct of Head Coach – Notify the RSC Secretary or President

Should a parent or swimmer feel the Head Coach's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the RSC Secretary or President of this violation. This complaint should be made in person or in writing.

Regarding Parent or Official Conduct - Notify the RSC Secretary or President

Should a parent or swimmer feel another Rockingham Swim Club parent's or an official's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the RSC Secretary or President in person or in writing.

SWIMMING JARGON



Position	Role/Function
Age Swimmers	Female swimmers aged 13-17 years, male swimmers aged 14 - 18 years
Junior Swimmers	Female swimmers aged 9-12 years, male swimmers aged 9-13 years
Open Swimmers	Female swimmers age 18 years and over and male swimmers aged 19 years and over
LC	Long Course season runs from October – April and refers to competitions held in a 50m pool
SC	Short Course season runs from May - September and refers to competitions held in a 25m pool
OWS	Open Water Swimming, events run by SWA at beaches and lakes around the state
NT	Refers to “No Time” and refers to swimmers who have not previously swum that event/distance at an officially recognised meet
PB	Refers to “Personal Best” - when a swimmer's fastest recorded time for a specific distance or stroke is an improvement on their previous time
SAL	Swimming Australia, our governing body in Australia
SWA	Swimming WA, our governing body in WA
Targeted Meets	Selected by Coaches (in attendance at target meets) to support swimmers - we recommend only entering these targeted meets
Marshalling	Marshalling at swim meets is the process of checking in, organising and grouping swimmers before their respective races
DQ	Disqualification: When a swimmer breaks one of the rules of swimming

STINGRAYS UNIFORMS



Introducing our incredible new swimming Club merchandise, custom-designed by Evo, part of our Rebranding 2023 strategy. Elevate your style and represent our Club's fresh identity with these exclusive, high-quality items. Adult and Children's sizes available.

It is an expectation that all swimmers wear the Club uniform to training, at competitions and Club run events. We wear our blue and yellow with pride. The RSC swim cap must also be worn during training sessions.

You can purchase uniform from the online shop within our newly rebranded, redesigned website.

Uniforms can be purchased on the Club website.

If you have any queries, please email uniform@rockinghamstingrays.com.au



State Qualifier Tee



Standard Tee



Shorts



Track Pants



Deck Coats



Hoodie



TARGETED SWIM MEET CALENDAR

Rockingham Swimming Club targets certain swim meets every season to tie in with our specialised training plans. Swimmers are encouraged to enter their respective targeted meets to get the best out of training and Coaching advice. If you are unsure of what to enter, please speak with your Coach. Club Nights are run every 1 to 2 months to expose new swimmers to a swim meet environment in a fun and casual setting. For the most up-to-date Targeted Meets and Club Nights information, please refer to the Club website, Sting Newsletter and FB Socials.

CLUB CHAMPIONSHIPS & AWARDS NIGHT

Club Champs

Rockingham Club Championships takes place once a year and includes the following events:

- 8yrs & Under 25m Freestyle, Backstroke, Breaststroke and Butterfly
- 9 & 10yrs 100m Individual Medley
- 9 & 10yrs 50m Freestyle, Backstroke, Breaststroke, and Butterfly
- 11 yrs and over 100m Freestyle, Backstroke, Breaststroke and Butterfly
- 11 yrs and over 200m Individual Medley

The 2024 Club Championships will take place on Saturday 2nd March 2024.

Club Champions will be announced, and medal presentations will take place on the day.

Club Awards Night

Every year the Rockingham Swimming Club celebrates our life members and recognises our swimmers amazing achievements across the long course and open water season.

To be eligible for trophies, swimmers must:

- Be a member of the Club through to the end of the swimming season for which the trophies are being awarded and have been a member for at least 3 months.
- Click on the QR Code below for a list of our incredible Award Winners for the 2022/23 season



YOUR FIRST CLUB NIGHT



The following is a guide to 'all things Club Night'. Club Nights are a great opportunity for our junior swimmers to gain race experience in a fun, supportive and relaxed environment. Coaches will be on pool deck to guide you before your race and provide feedback after your race. It is very important that you speak to your Coach before and after every race.

What you will need:

- Bathers
- Goggles
- Rockingham Swimming Club cap
- Towel
- Footwear for between races
- Marker pen (sharpie)
- Download the Meet Mobile app (optional) to see results

Timeline:

- Warm up: 4.30pm
 - Dry off and write event numbers on your arm after warm-up.
- Presentations and Team Chat: 5:00pm
- Racing begins: 5.30pm

How to write event numbers on your arm:

A running sheet will be placed on the noticeboard near the 25m pool (for Winter Club Nights) and on the window outside by the 50m pool (for Summer Club Nights) during warm up. Use a Sharpie to write your Event number, Heat, Lane and Event Name on your arm. This will help younger swimmers learn how to time manage their own races. A member in a high-vis vest will help answer any questions you may have on the night.

Example of how to write events/races on swimmer's arm:

Event Heat Lane Event name

E1 H1 L4 50 Free

E3 H1 L2 25 Back

YOUR FIRST CLUB NIGHT



How do I marshal for a race?

- Keep watch for your Event number which will be displayed on the marshalling stand at the end of the pool near the marshalling area.
- Line up with other swimmers in your event, at the marshalling table, and have your name checked off the list. Make sure you are marshalled for the correct event number.
- You will be guided to your allocated chair, in front of your lane number (on the window behind marshalling chairs) Be sure to stay in the same row as the other swimmers in your heat as you will be asked to move forward each time a heat is taken to the starting blocks. This will reoccur until your heat is in the front row. This means that your race is up next.

What do I do at the start of my race?

- A check starter will ask your race group to walk out in line and stand in front of your lane behind the time keeper, when it is time to race. Please stay in this spot until the race in front of you finishes.
- When the timekeepers have finished timing the heat before you, move forward and stand behind the block.
- A whistle will be blown to let you know to stand on the block for a standing start.
- The starter will say "Take your marks", that is your signal to get into your position to start and be still.
- The buzzer will sound and you start your race.
- Note - do not move on the blocks, as this will earn you an instant disqualification

What happens if we can no longer attend Club Night?

Please log in to Swim Central and scratch your events. This courtesy may allow events to be rearranged, saving some time on the night. Please email our meet coordinator Karen Williams once you have scratched on Swim Central to advise of this

meetcoordinator@rockinghamstingrays.com.au.

YOUR FIRST CLUB NIGHT



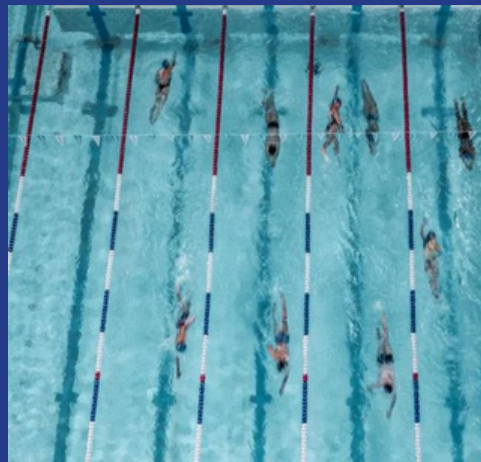
Are Club Night times official?

Not yet.....

To run a Club Night with official times, we must have the following qualified Technical Officials (TO's).

- 1 Referee
- 1 Starter
- At least 1 Judge of Stroke.

We currently do not have enough TO's trained in these categories, which means that Club Night times can only be used as a guide, and cannot be used for official PB's, points, state qualifying times, or records. If you would like our Club Nights to be official and give the swimmers more opportunities to achieve their goals, please sign up to become a Technical Official. Even if you can't swim, you can still make a great (if not better) TO!



For more details about becoming a Technical Official head to page 34 or follow this link.



HELPING OUT AT CLUB NIGHT



Without the support of our parents, we simply cannot run Club Nights.

There are a number of roles which need to be filled on the night. The volunteer sign-up sheet is published in the Sting Newsletter and Facebook Members Group, prior to the event.

Simply click on the link and sign up a role.

Members in Rockingham uniform or high-vis vests will be around to assist with any questions.

Timekeeping

- Please be seated next to your lane, 5 minutes before racing starts
- Our timing system will reset and start the hand held Dolphin timers automatically
- Ensure you are watching the wall for your swimmer coming in to finish their race (please also keep a count of the number of laps to avoid mis-timing)
- Simply press one of the black side buttons on the Dolphin timer, as soon as the swimmer touches the wall at the end of their race.
- Write down the times of all 3 Dolphin timers on the clip board (back up if systems fail).

Marshalling

- Collect a high-vis vest from the Club Night box from the systems table.
- Be at the marshalling desk 15 minutes before scheduled start of Club Night.
- Call swimmers up to marshal for events by displaying the Event numbers on the metal stand near the lifeguards' office. This should be done in time to keep at least 4 heats of swimmers ready.
- Check off the names of swimmers by highlighting each name as they present at the marshalling table and direct them to their heat line and chair number. The front line of chairs is the next heat to swim. Pass highlighted event sheet to Check Starter once all swimmers have been marshalled and positioned in their allocated seat for their event.

Marshalling Support

- Collect a high-vis vest from the Club Night box from the systems table.
- Be at the marshalling desk 15 minutes before scheduled start of Club Night.
- Help marshalling with checking off names if necessary. Sometimes it can get busy!
- Supervise swimmers to ensure they go to their correct seat and groups move forward as heats move off to race.
- Ensure all swimmers in a heat go off to race and stay in their own place in the line.

HELPING OUT AT CLUB NIGHT



New Family Support

- Collect a high-vis vest from the Club Night box from the systems table
- Be on pool deck at 4.30pm for the arrival of swimmers and families
- Position yourself nearby the noticeboard to assist swimmers with finding their races and how to record on their arms
- Answer any questions from parents. If people are scratching from events, please direct them to our Swim Meet Coordinator at the Systems table
- It might be useful to have a spare marker with you, as a spare to make the process quicker

Check Starter

- Collect a high-vis vest from the Club Night box at the marshalling table
- Arrive at the marshalling desk 15 minutes before scheduled start of Club Night.
- Walk swimmers out from marshalling to the starting blocks.
- Check that swimmers are in the correct lanes for that event and they move forward at the end of the previous heat.
- Stand on opposite side of pool to Starter and signal to Starter that swimmers are ready by standing on side of pool deck by putting one hand pointing out sideways.

Starter

- Collect a high-vis vest from the Club Night box from the systems table.
- Be at the start 5 minutes before scheduled start of Club Night.
- Blow whistle to tell swimmers to get onto their block.
- Say "Take Your Mark" to tell swimmers to get into position to race. Sound the buzzer to start the race.
- Blow whistle at end of 25m race to tell swimmers to clear the pool.
- Check that swimmers of 50 and longer races are waiting at the end of the pool between the diving block and lane rope (or 5m down the lane rope if it's a backstroke race) until the next heat has started.
- Check that swimmers quickly clear the pool after start of next heat.

We hope you have fun helping at Club Night. If you have any questions, please don't hesitate to contact our Club Night Coordinator Michelle Langford, clubnight@rockinghamstingrays.com.au

YOUR FIRST SWIM MEET

BEFORE THE MEET

The night before:

Pack your swim bag:

- 2 x bathers (Club or other FINA approved)
- 2 x goggles
- 2 x Rockingham Swimming Club caps
- 2 - 3 x towels (plus extras if you have 5 or more races)
- Warm clothing (including Club polo or hoodie),
- Ugg Boots or similar to keep warm
- Sport shoes for dry land warm up
- Plenty of healthy food, snacks and water (refer to Page 14 for Nutrition guidelines)
- Copy of the races you entered for the meet
- Meet Program (the heats may be reseeded on the day so just use as a guide)
- Highlighter to find your events in the program
- Marker pen for writing events on your arm

Check the meet timeline on Swim Central to see when your first event starts. Arrive at least 90 minutes prior to your race to allow plenty of time for warm up.

Have a good nights sleep (don't forget to set your alarm)!



YOUR FIRST SWIM MEET



ARRIVING AT THE MEET

- Once you arrive, look for the Rockingham Team.
 - Swimmers congregate on the pool deck as a team. Tell a Coach or an older swimmer that you are new and they will help you with the process. Feel free to sit with family in the stands for the first few meets if this makes you feel more comfortable.
 - The parents usually congregate under Gate 6 at HBF stadium.
- Talk to your Coach, let them know that you have arrived. Your Coach will tell you where and when to warm up.
- After warm up and in between races, remember to stay warm (Club deck coat/hoodie, and footwear). Stay well hydrated and consume healthy food at appropriate times between races (refer to Page 14 for competition nutrition guidelines).
- Mark your events on your arm, so you are aware of your event numbers. Other swimmers can help you with this.
- Do not scratch from an event unless you and your Coach have talked about it first.



Marshalling

RSC parents hang here

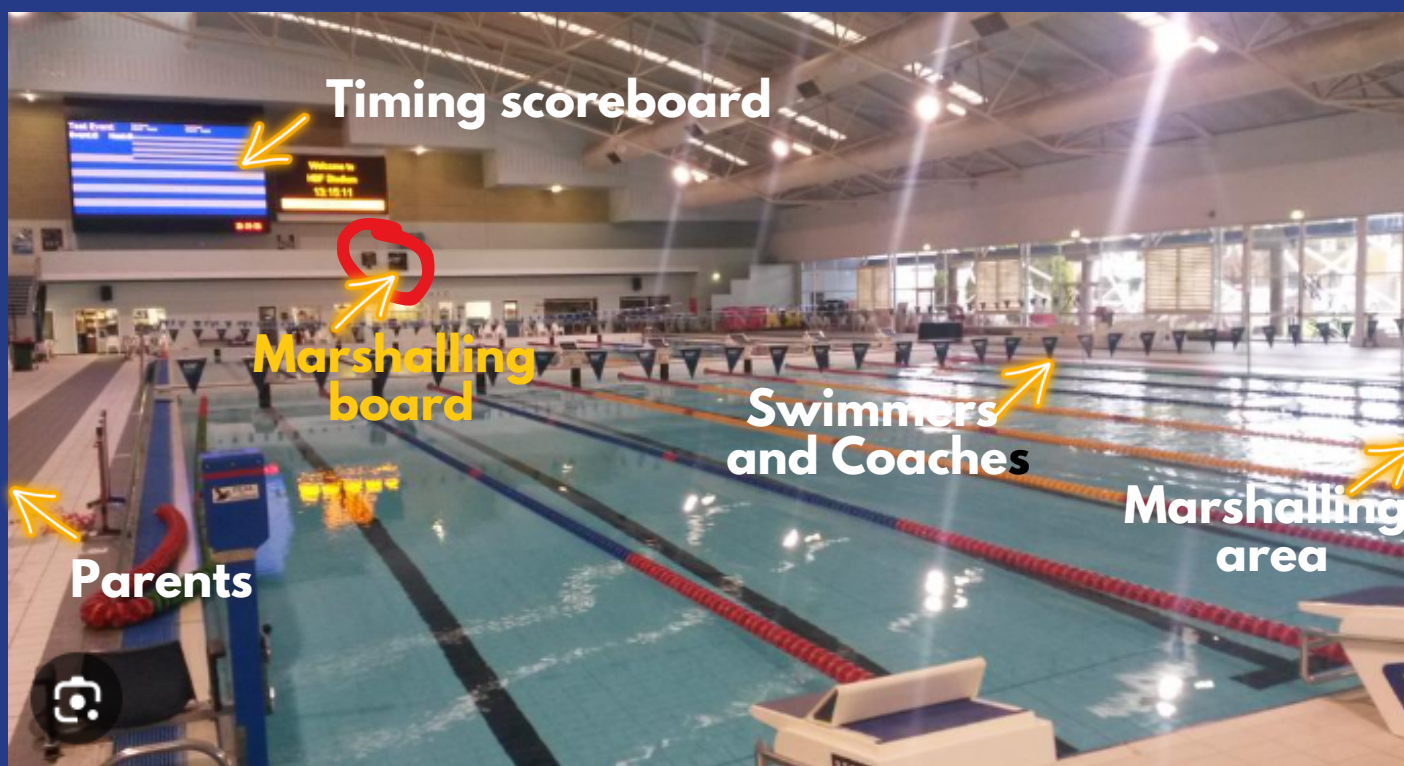
Swimmers and Coaches hang here

Typical Saturday/Sunday at HBF for swimming families

YOUR FIRST SWIM MEET MARSHALLING

Swimming Competitions are just like Club Nights;

- Make sure you know where the marshalling board and marshalling area is. The marshalling board tells you which event number is being marshalled and the marshalling area is where you will get put into the right race.
- When your event number is displayed on the marshalling board, speak to your Coach and then head off to the marshalling area.
- Line up with the other swimmers in your race and get your name checked off the list. Make sure you are marshalled for the correct event number.
- You will be told which chair to sit in to wait. Make sure you change seats when the other swimmers in your heat change rows.



Typical Saturday/Sunday at HBF for swimming families

YOUR FIRST SWIM MEET RACING

The Start

Freestyle, Breaststroke, Butterfly and Individual Medley are dive starts

- Stand behind the starting block
- **On the long whistle:** Step onto the starting block and remain there.
- **On the Starter's command** "Take your Marks", immediately take up a starting position with at least one foot at the front of the starting platform
- When all swimmers are still, the Starter will give the starting signal

Backstroke and Medley Relay races start in the water

- Stand behind the starting block
- At **Referee's first long whistle**, immediately enter the water
- At the **Referee's second long whistle**, get into position for a backstroke start
- When all swimmers have assumed their starting positions, the Starter will give the command "Take your Marks"
- When all swimmers are stationary, the Starter will give the starting signal

The starter may command "Stand down Swimmers" due to movement on the block or technical difficulties. In this case, take a step off the block for dive starts, and stay in the water for water starts. The starter will then repeat the process above.

During the race

- Follow your Coaches advice
- Race within the rules (see disqualifications on the next page)
- Try your best and have fun!

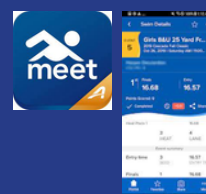
At the finish

- If races have dive starts, swimmers remain in the water at the conclusion of their heat
- For dive starts, when the Referee sounds the long whistle to start the next heat, the swimmers in the water must immediately move to the side of their lane, be close to the wall and must remain stationary until the race has started
- For backstroke and medley relay starts, the swimmers should move up the lane rope
- After the next race has started, you can exit the pool

Cool down

- Cool down and then speak with your Coach, who will provide you with feedback.

Download "Meet Mobile" App to see live results



DISQUALIFICATIONS: THE RULES OF SWIMMING

Disqualification (DQ's) during a swimming race is when the swimmer has broken one of the rules that are put in place to run a fair race. This means that the swimmers time will not be counted for anything official (medals, points, awards, time, qualifications, PB).

It is important to try and learn the general rules of racing in order to have the best chance of achieving a great time (and keeping it).

Getting DQ'd is not fun, but if this ever happens to you, remember that you are not alone, and most swimmers have had a DQ at some stage. Try and learn from it for next time and focus on improving your race in training.

Some common disqualifications are outlined over the next few pages. The full rule book can also be found here.



DISQUALIFICATIONS THE RULES OF SWIMMING

COMMON DQ's

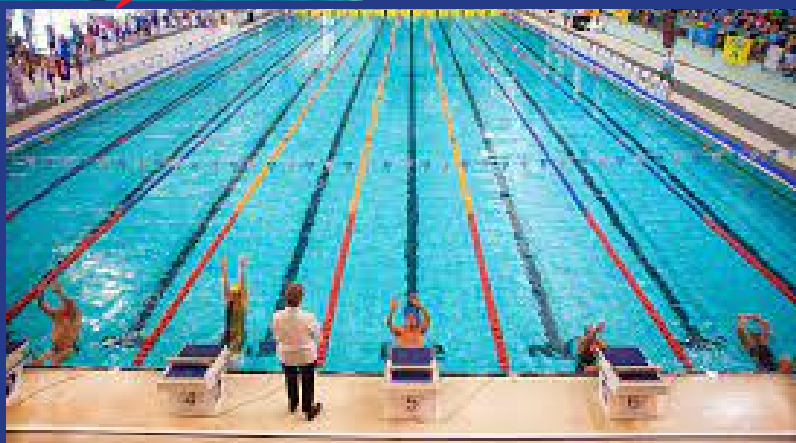
False Start:

Swimmer moves from their starting position before the starting horn. This includes adjusting your goggles, wriggling too much, or flinching on the block.

Once you take your mark... stay still... until the beep

Other General DQ's

- Failing to touch the wall on the turn
- Pulling on the lane line
- Pushing off the bottom of the pool
(accidentally hitting the bottom is ok (shallow pool))



DISQUALIFICATIONS THE RULES OF SWIMMING

COMMON DQ's

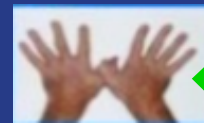
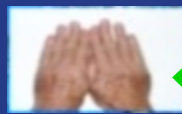
Butterfly

Hands or feet not moving together.
Arms not breaking the surface during the stroke



Breaststroke and Butterfly wall touch

Both hands not touching the wall at the same time on a turn or finish.



No stacked hands



Includes.....

- Butterfly to Backstroke Medley turn
- Breaststroke to Freestyle Medley turn

DISQUALIFICATIONS (DQ) THE RULES OF SWIMMING

COMMON DQ's

Breaststroke

- Hands or feet not moving together during the stroke.
- More than one dolphin kick executed in the breaststroke pull through/split stroke (see below).
- Head not breaking the water during the stroke



Backstroke

- Not remaining on back (except at the turn)
- Turn not being performed in a continuous motion.
- Heels above the water on the start



Backstroke Turns

The turn is tricky, but the rule is that swimmers may roll on to their stomachs, take one arm stroke and, IN ONE CONTINUOUS MOTION, do a freestyle flip turn. then push off the wall onto their backs.

The "continuous motion" is subjective, but basically means if you take your one allotted stroke and then have to kick/stroke more to get to the wall, you will likely be DQ'd.....

DISQUALIFICATIONS (DQ) THE RULES OF SWIMMING

COMMON DQ's

Medley

- Completing medley event in the incorrect stroke order
- Not touching the wall on your back in the backstroke to breaststroke turn.

The medley order for **individual** races must be:

Butterfly —→ **Backstroke** —→ **Breastroke** —→ **Freestyle**

The medley order for **relay** races must be:

Backstroke —→ **Breastroke** —→ **Butterfly** —→ **Freestyle**

NOT SO OBVIOUS...

DISQUALIFICATIONS

- Changing swimmer order in a freestyle or medley relay (even if it is the correct stroke order) or using a non specified swimmer for the race (you must use the reserves from the entered list unless pre arranged with the officials)
- Swim suit not meeting FINA standards - see below
- Wearing a watch during the race

FINA APPROVED SWIMWEAR

This FINA-approved badge is a seal of approval from FINA. They carefully assess swim products' material, design, and construction, checking it sits within their fair-play rules, and to make sure using the product does not give you an unfair advantage (the QR Code has the full SWA Swimwear Information Pack)



THE IMPORTANCE OF TECHNICAL OFFICIALS



Technical Officials (TO's) are present at all official meets to implement the technical and administrative rules of swimming. This ensures that the competition is fair to everyone. Without this commitment from the families of swimmers to officiate, the sport could not survive.



Some Technical Official roles:

Clerk of Course (Marshal)

Check Starter

Inspector of Turns

Judge of Stroke

AOE Operator

Meet Manager Operator

Starter

Referee

Timekeeper

TECHNICAL OFFICIALS ROLES AND FUNCTIONS



Position	Role/Function
Check Starter	Check Starter's usher swimmers from the marshalling area to each lane, ensuring each swimmer is in the correct lane, event and by confirming the swimmer's name
Clerk of Course (Marshal)	The Clerk of Course allocate each swimmer into their respective heat and lane assignments before their event.
Inspector of Turns (IOT)	Their role is to ensure fairness for all by checking that every swimmer starts, turns and finishes correctly during a race. They work in partnership with the Judge of Stroke and Referee to monitor the entire race.
Judge of Stroke (JOS)	Their role is to ensure fairness for all by checking that every swimmer starts, turns and finishes correctly during a race. They work in partnership with the Judge of Stroke and Referee to monitor the entire race.
AOE Operator	The AOE Operator plays a role in ensuring electronic times and places are accurately captured for each swimmer. Just as with all other officiating roles in the sport of swimming, pre-event preparation is a key factor in effective operations.
Meet Manager Operator	Ensuring that programs, results, scores and records are accurately recorded and published. Just as with all other officiating roles in the sport of swimming, pre-event preparation is a key factor in effective operations
Starter	The referee takes overall responsibility for running the meet and makes the final decisions as to who wins each race. Referees call swimmers to the blocks with short blasts of their whistles. This is the signal for the swimmers to stand next to their blocks.
Referee	The referee takes overall responsibility for running the meet and makes the final decisions as to who wins each race. Referees call swimmers to the blocks with short blasts of their whistles. This is the signal for the swimmers to stand next to their blocks.
Timekeepers	As the name suggests, timekeepers are responsible for recording the time of the swimmer(s) in his or her respective name. There are typically three timekeepers for each lane, each of which uses a stopwatch to record swimmers' times.
Runner	The role of the Runner is to collect and deliver important meet paperwork between the referee, electronics booth (meet manager operator), and the meet announcer. The Runner may also be asked to photocopy and post event results on walls and other related tasks.

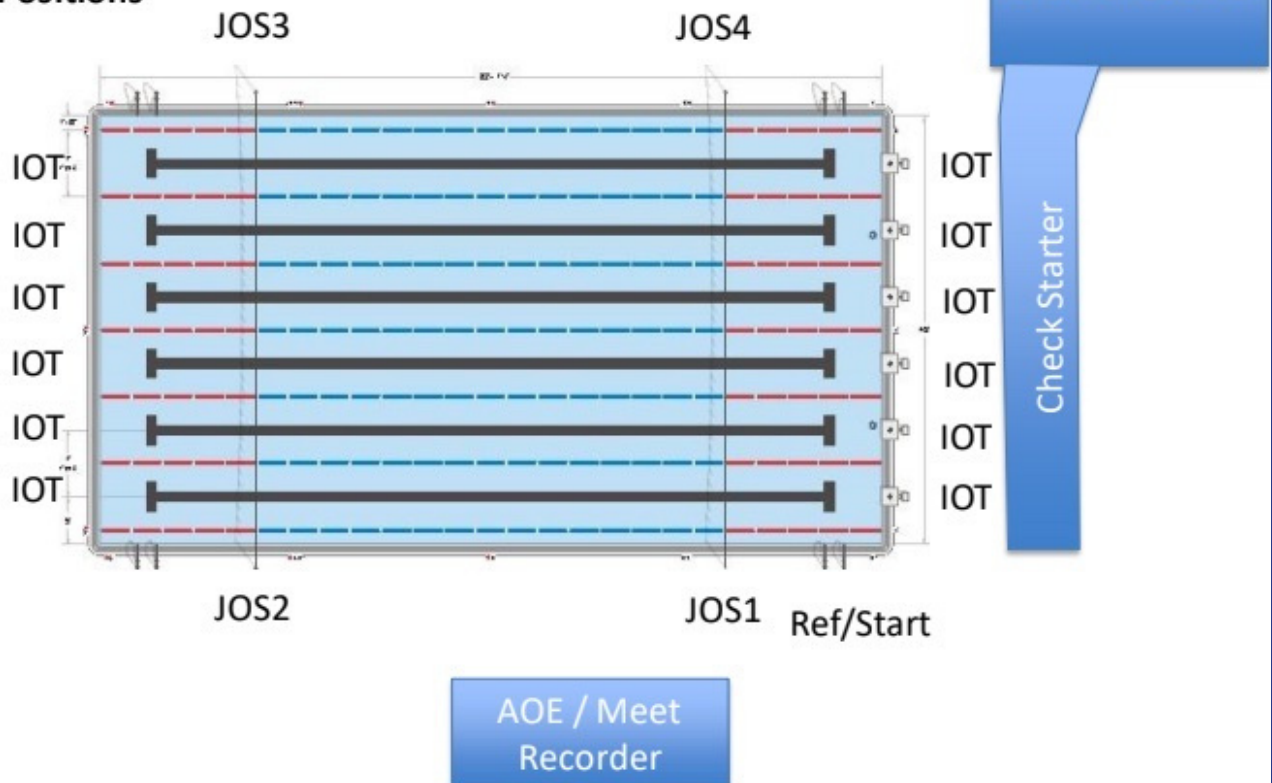
TECHNICAL OFFICIALS MEET MAP

TYPICAL TO SETUP



Roles and Positions

Pool Deck Positions



WHY BECOME A TECHNICAL OFFICIAL?

As a parent of a swimmer, you have the opportunity to be involved with your child and their sport in a variety of ways. One instrumental way of contributing to the success of the program is by volunteering your time and effort as a TO.

Most people have tried their hand at being a Timekeeper. Once you master the timers, most will agree it is more beneficial to time keep with a front row seat, than sit in the stands.

Technical Officials are the bread and butter of our meets. These jobs, for the most part, are straight forward, but perhaps not well understood, particularly by newcomers to the sport. TO roles are rewarding, and enable you to learn more about the rules of swimming, which is extremely beneficial to your swimmer and their progression through the pathway.

From a Club perspective, the more people who step up and qualify as a TO, the better chances of success for our swimmers. If we have enough TO's at Club Night, our swimmer's times will be official, which means more state qualifying times, PB's, and records broken! More TO's also means we will be able to run our own meets and provide a source of income for the Club which can be in excess of \$10k!

Every Swimming WA Club must have at least one Technical Official

We now must have the required number of officials to run our own official meets. No TO's = No Annual Rockingham Carnival and a loss of ~\$10K income for the Club

More variety in your Club volunteer jobs!

Getting to know the rules of swimming enables you to mentor our swimmers and decrease disqualifications

Becoming a TO is a great way to support your child's swimming and set a great example

With enough qualified TO's, your swimmer's Club Night times are official, which means more chances to beat PB's, achieve State qualifying times, and break records

More TO's means more locally run meets and less travel to HBF Stadium



RSC'S

TECHNICAL OFFICIAL WALL OF FAME 2023



Qualified



Anna Gstaettner

Judge of Stroke
Inspector of Turns



Aimee

Judge of Stroke



Kristine Sumption-Hall

Judge of Stroke
Inspector of Turns



Trevor Bell

Judge of Stroke

In training



**Insert your name
here for 2024**

HOW TO BECOME A TECHNICAL OFFICIAL



IN 6 EASY STEPS

Step 1

Obtain Working with Children Check
Drop by Club rooms and pick up a
form, or pick one up at your local
post office.
Submit the form at any post office
with your ID.



Step 2

Complete the General
Principles Online Module (4
hours with assesment)



Complete online at home or in
the Club rooms while your child
is swimming



Step 3
Attend Foundations of Officiating
Workshop



Step 4

Upgrade your membership to
New Official; or
Renewing Official,
on the Swim Central website
There is no cost or fee for this



Step 5

Gain some practical experience
Nominate for our Club Night or a
Swimming WA meet on Swim Central.
Make a note that you are a trainee so
you are connected with a mentor.



Step 6

Get Accredited
Complete 2 practical assessments by two
different Assessors for the following roles:

- o Starter
- o Referee
- o Judge of Stroke
- o Inspector of Turns

Only one assessment for all other roles. To
organise your practical assessment contact
officials@wa.swimming.org.au

Swim Central



ROLES AND FUNCTIONS

Position	Role/Function
President	<ul style="list-style-type: none"> • A leader, figurehead, ambassador and Principal Officer for the Club • Makes key decisions in consultation with other elected officers and staff • Encourages members and parents to become involved in all aspects of the Club, its organisation and its development • Provides direction for the Club by effective leadership and management • Schedules, organises, chairs and controls meetings of Club Committee • Represents the Club at external meetings • Coordination of Club activities • Manages and oversees the work of Officers and other Club personnel • Oversees Club workforce development matters including recruitment of volunteers, induction and training • Establishes and develops effective relationships with other stakeholders • Presents Club's annual report in association with the Club Secretary • Presents Club's annual accounts in association with the Club Treasurer • Ensures Club statutory documents and other returns are administered and filed on time • Advises Treasurer on the use and investment of Club funds
Vice President	<ul style="list-style-type: none"> • The Vice-President assists the President, and assumes the President's duties as required
Secretary	<ul style="list-style-type: none"> • Reporting to the President, manages administration and information support for all Club business • Manages correspondence and communications, and is key to smooth running of the Club • Provides a link between members, potential members and external stakeholders • Organises Agenda and finalises minutes and distributes them in a timely manner • Keeps track of upcoming meets and provides entry and race details to Club members • Maintains up to date contact details of all members, Committee members, other key Club personnel • Compiles seasonal race calendar and ensures it stays up to date • Updates and distributes weekly Sting Newsletter
Registrar	<ul style="list-style-type: none"> • Oversees all matters associated with Club membership and the Club's affiliation to SWA. • Management, maintenance and development of Club database • Stores detailed information relating to Club membership, and reports on the same • Registers details of all financial Club members with Swimming WA • Oversees administration and transaction of all Club transfers • Records all swimmers' registrations via Clubs Online • Ensures receipt of Agreements prior to processing of Club registration forms • Remits all funds received for swimmer registrations and meet entries to Treasurer
Treasurer	<ul style="list-style-type: none"> • Produces and manages Club's accounts and finances, and reports to President • Manages up-to-date records of all transactions/records of income and expenditure • Manages Club finances, ensuring adequate accounts and records exist • Issues receipts for all transactions • Plans Club's annual budget in agreement with Club Committee and monitors • Ensures all funds are used appropriately • Ensures prompt banking of funds • Prepares end of year accounts and presents to Club's auditor, Committee and AGM

OTHER CLUB ROLES AND FUNCTIONS

Position	Role/Function
Meet Coordinator	<ul style="list-style-type: none"> • Main contact at Club Night for swimmer entries, scratchings, and late entries • Liaises with Committee and Coaches regarding Club Night and Club Championship events including medal and award counts • Sets up Club Night events in Meet Manager (TM and MM) to generate heats for races • Assists Club Night Coordinator in overall Club Set up if required • Exports times into software that records swimmers' personal times and allows the software to allocate points for the swim season • Works with Starter, Referee and Announcer on Club Nights and Club Championships to ensure smooth running of event • Meet mobile publication of results • Produces and generates detailed reports based on race statistics
Club Night Coordinator	<ul style="list-style-type: none"> • Provides new and current member information in relation to Club Nights • Oversees and coordinates official Club events • Organises set up of Club Meet Events • Prints off programs, event schedules, attendance and marshalling slips • Books lanes and confirms with Aqua Jetty
Fundraising Officer	<ul style="list-style-type: none"> • Leads and develops opportunities for funding, grants and sponsorship • Promotes Rockingham Swimming Club to potential clients • Creates a list of potential ideas to generate funds for the Club • Communicate with Committee, organize, and set up a roster • Working with other organisations to develop joint bids and ensure the profile of the Club is highly regarded • Promotes and publicises funding and sponsorship through Club newsletters, website, social media and notice boards
Grants Officer	<ul style="list-style-type: none"> • Actively seeks and applies for Grants on behalf of the Club • Reports to the President and members of RSC. • Identifies and suggests grant opportunities to fund Club projects/equipment • Provides monthly updates to the Committee regarding grant applications and opportunities • Possesses high-level written communication skills

OTHER CLUB ROLES AND FUNCTIONS



Position	Role/Function
<p>Marketing Officer (Promotions, Events and PR)</p>	<ul style="list-style-type: none"> • Leads and promotes marketing activities, targets increased membership and income, and enhances the Club's image and profile • Develops marketing and promotions plan aligned with the Club's strategic plan • In collaboration with President, plans, documents and reviews club's marketing plan • Liaises with local media and raises the Club's profile within the local community • Secures and manages marketing budget in association with Club Treasurer • Promotes and publicises all aspects of the Club in a positive and equitable way through the production of informative and unbiased newsletters, notice boards, website updates and regular media releases • Reports on Club events (internally and externally) • Leads in the organisation and promotion of Committee approved non-swimming social events for the Club • Develops and maintains relations with local news media and community organisations
<p>Uniforms Officer</p>	<ul style="list-style-type: none"> • Manage the design, sourcing and supply of uniforms and other items of apparel • Obtain competitive quotes for supply of uniforms & attire from suitable suppliers and recommend best value for money to the Committee for approval. • Maintain an effective working relationship with the Clubs Uniform and Merchandising supplier(s) and ensure the Club and Supplier(s) fulfil their service requirements. • Provide Treasurer, all moneys collected from the sale of such items, and provide proof or purchase, as required by the Treasurer.
<p>Team Manager</p>	<ul style="list-style-type: none"> • Manages athlete/swimmer teams at training camps and competitions • Coordinates transportation to and from events • Ensures athletes report in good time for each event and are registered to swim in the appropriate competitions/events • Alongside Coach, manages team behaviour • Submits results to Club Marketing/Press Officer • Promotes team spirit • Strictly adheres to Child Protection policies
<p>Club Junior and Senior Captains</p>	<ul style="list-style-type: none"> • Appointed annually by the RSC Committee in consultation with the Head Coach • Expected by Committee that Club Captains consistently display exemplary behaviour, dedication and commitment to swimming and the Club • The role of the Club Captain is to: <ul style="list-style-type: none"> ◦ be involved with and assist with the coordination of all Club activities, ◦ provide support and advice to swimmers, ◦ make new members feel welcome, and ◦ be a role model to all swimmers.

STRATEGIC PLAN 'VISION 2028'



Strategic Plan 2023-2028

- Vision 2028 -

Objectives	Strategies	Outcomes
Membership & Volunteer Increased Participation	<ul style="list-style-type: none"> Plan and target School Carnivals in advance Annual Come & Try Days/Events Education – regular Parent/Coach/Swimmer info sessions New Uniforms across the board Roll out Multi-level Club Survey 	<ul style="list-style-type: none"> Active Membership of 200+ Improved Levels of Volunteering and Committee members Leadership programs implemented Stingrays Pathways Expansion with 3 streams Increased squad options
Swimmer, Coach & Technical Official Development	<ul style="list-style-type: none"> Swimmers – instill 3 A's – Attitude, Attendance and Application Deliver coaching clinics, camps and whole club away regional meets Promote technical accreditation through SWA TO Workshops Align with Swimming WA to ensure all coaches are upskilled Maintain a register of accreditations – volunteers and coaches 	<ul style="list-style-type: none"> Increase swimmer progression through pathway Fully supported targeted, state, national and international level meets Accredited Development, Advanced and Performance Coaches Club Night's recording official times (5 CN TO's) and register of TO's
Governance and Administration	<ul style="list-style-type: none"> Strengthen policies, procedures and records management Fully populate New Swim Central for streamlined meet coordination Maintain register of Working with Children Check holders Promote Club Excellence accreditation and A Division Status Monthly committee meetings and monthly whiteboard sessions 	<ul style="list-style-type: none"> Compliance with all legal and statutory requirements Integrated systems for Club membership administration Swim Central implemented by August 2023 Club is managed with integrity, leadership and transparency
Financial Management	<ul style="list-style-type: none"> Review cost control methods/systems Simplify financial administration processes Increase sponsorship and fundraising opportunities Review current contracts Dedicated committee member administering lane hire 	<ul style="list-style-type: none"> Lane hire reduction FY 2023/24 Budget delivered and signed off beginning and end of each FY Maximised meet income potential with meets held at AJ Financial stability Minimised participation costs
Communications	<ul style="list-style-type: none"> Complete redevelopment of website Plan and schedule Social Media posts Develop a database of external email addresses Identify contributors to support a Communications Coordinator role Investigate potential whole-of-Club Communication App like Tiqbiz Create position descriptions for Club Captains and sign off Implement leadership programs for seniors – Duke of Edinburgh 	<ul style="list-style-type: none"> Newly revamped and modernised website External newsletter Submit content for local school newsletters ahead of swim carnivals Timely linked posts of meet/club night results on website/social media Club captain speeches at CN and weekly Captains Column in the Sting Paid coaches meetings Continued collaborative partnerships between committee and coaches
Sponsorship, Fundraising and Grants	<ul style="list-style-type: none"> Maximise Grant Applications and buy in from CoR Develop flyers and handouts for different target audiences Designated committee member to support VP across all 3 areas Annual certificates of appreciation/newsletter from RSC to sponsors Develop Annual Fundraising Plan 	<ul style="list-style-type: none"> 2 New Gold Level Sponsors each year Whole of club buy in on fundraising initiatives Nationals squad committed to running fundraising initiatives Be a club that businesses want to be associated with Be an easy club for businesses to work with
Facilities	<ul style="list-style-type: none"> Establish a Club Development fund with Australian Sports Foundation Replace kit cages with stainless steel structures Sponsors and members contribute skills to renovating Clubrooms Repair walls and hang memorabilia Hold twice yearly 'Working Bees' Build better relations with AJ and CoR for expansion and facilities 	<ul style="list-style-type: none"> Defined areas within the clubroom (uniform/stores/meetings) Fully stocked uniform shop and regular opening hours 1 committee member attending regular CoR Council meetings Club representative for facilities between AJ/CoR/RSC
Social	<ul style="list-style-type: none"> Develop and publish Social Calendar prior to Season starting Book Awards Night, Club Nights, Club Champs in advance Survey the membership on the type of events they would like to see Develop measures to record and assess the success of events Maintain a gallery of swimmers, committee and coaches 	<ul style="list-style-type: none"> Organise annual regional meet/whole of club camping trip Increased connectivity in the Club Planned social events and enhanced sense of community Maximum attendance at events and meets Social/Events Coordinator on Committee

Full Strategic Plan available by scanning the QR Code below

'Vision 2028'



2022/23 SEASON IN PICTURES

