



**Vancouver Pacific Wave
Synchronized Swim Club**

Parent and Swimmer Handbook

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Welcome to the Vancouver Pacific Wave Synchronized Swim Club. This is a comprehensive handbook which should provide you with information that you will need to know for your athlete's swim year.

If you have further questions after reading this handbook, please do not hesitate to contact your swimmer's coach or an Executive member for further clarification. There will always be ongoing communication from the coach and Executive throughout the year.

We wish all of our athletes a fun and successful year.

MISSION

The Vancouver Pacific Wave Synchronized Swim Club (VPW) develops programs for team and individual synchronized swimmers of varied levels of ability and commitment to reach their personal goals in a safe, secure and supportive environment promoting sportsmanship, teamwork and camaraderie.

GOALS

The goals of VPW are to:

- provide athletes a chance to engage in a fun, safe and healthy activity
- help athletes learn and advance in the sport of synchronized swimming
- encourage and promote team spirit
- provide leadership opportunities
- develop self-confidence and positive self-esteem
- promote and improve the physical fitness of athletes
- provide opportunities for athletes to achieve team and individual goals while engaging in healthy competition
- provide opportunity to develop new and lasting friendships
- create an atmosphere of inclusion and acceptance
- promote an appreciation of the sport of synchronized swimming.

EXPECTATIONS

VPW Expectations of Swimmers

As members of VPW, all swimmers are expected to:

- support and encourage all other members of their team throughout the season
- commit to swim the entire swim season
- support all other members of their team during competitions by being present when team members compete in individual or group routines, unless prior arrangements have been made with the Team coach
- respect other teams and club members
- listen, follow the direction of and show respect for coaches at all times
- exhibit courteous, sportsmanlike behaviour at all times
- wear dress code as determined by the coaches when practising, competing, or otherwise representing VPW
- arrive on time for all practices
- attend all practices, land drills, competitions and performances unless health or unforeseen circumstances prevent participation
- notify the coach in advance if a practice or event must be missed
- be present for the award ceremonies held at swim meets unless prior arrangements have been made with the Team coach
- comply with the Constitution and Bylaws of VPW
- follow the Synchro BC Members' Code of Conduct that is signed at the beginning of each season. (A copy is available on the VPW Web site: www.vpw.bc.ca.)
- observe the anti-doping policy of the Canadian Centre for Ethics in Sport (CCES www.ccec.ca) as adhered to by Synchro BC and Synchro Canada members
- attend the orientation meeting in the fall

VPW Attendance Policy

Synchronized swimming is a team sport and regular attendance and prompt arrival times are important to all members of the team. Athlete absences during the competition season must have coach approval. Unapproved absences may be subject to sanctions according to the Club Discipline Policy. Failure to comply with these guidelines may result in the swimmer being withdrawn from the current competition.

Family holidays, vacations and school field trips that include the swimmer should not be planned:

- 2 weeks prior to any competition for Tiers 1-5
- 2 weeks prior to Regionals
- 3 weeks prior to Provincials, Westerns and Nationals for Tiers 6 and 7

VPW Free Days Policy

Each athlete has 2 allotted free days per season. A free day is defined as a discretionary day off for events such as school activities, exam prep, family commitment, etc. These must be arranged with the Team Coach a minimum of one week in advance. Free days may not be taken two weeks prior to any competition for all Tiers, and three weeks prior to Westerns and Nationals for Tiers 6 and 7. If an extenuating circumstance arises that requires the athlete to miss more than two days during the season, it is to be discussed on a case by case basis with the Team Coach as to whether or not to grant the time off. If an athlete misses more than the allotted time off, or, if the athlete misses practice when the timing has not been approved, one of the following consequences may be applied at the discretion of the Head Coach and the Team Coach:

1. The athlete may be required to make up the missed time with a coach, and to cover the cost of the coaching time.
2. The athlete may NOT be allowed to compete in one or all of the events in an upcoming competition
3. The athlete may be rotated to the alternate position on the team.
4. Extra routines may be taken away.

Punctuality

Athletes are required to be ON DECK and warming up 15 minutes prior to the start time of practice. If it is a regular occurrence that the athlete is late due to a controllable circumstance, the following procedure may be incurred:

1. The Team Coach will talk to the athlete.
2. The Team Coach and the Head Coach will talk to the parent.
3. The athlete may be required to make up lost time.

Persistent tardiness may result in the athlete being rotated to the alternate position on the team.

Behaviour

Behavioural issues including, but not limited to, gossip, negative comments about others or to others, challenging the authority of the coaching staff, behaviour that takes away from the unity of the team, and behaviour that disrupts practice will be dealt with in the following manner:

1. Verbal warning will be given.
2. If the behaviour continues, the Team Coach may ask the athlete to sit out of practice, or to practice away from the team.
3. If the behaviour continues the Team Coach will contact the parents to address the issue.
4. Persistent behavioural issues, or behaviour that is serious in nature, may result in the following:
 - a) The athlete may NOT compete in an upcoming competition.
 - b) The athlete may be rotated to the alternate position on the team.
 - c) Extra routines may be taken away.
 - d) The athlete may be suspended from the team.

VPW Discipline Policy

At the discretion of the Head Coach, disciplinary action may be taken, up to and including verbal warnings, written reprimands, swimming in the alternate position, withdrawal from extra routines, and/or suspension of the swimmer. If further action is indicated the Head Coach in consultation with the Executive may ban or expel a Swimmer from the club.

The procedure for suspension or expulsion will be as outlined in the Constitution and Bylaws of the Club.

No refunds will be given for swimmers who have been suspended or expelled.

VPW Discipline Policy Appeals

Parents may arrange a meeting with their Team Coach and Head Coach to discuss the consequences of the swimmer's actions. The above arrangements and the meeting shall occur outside of training times.

Parents who have an unresolved disagreement with the Team Coach and/or Head Coach may file an appeal as follows:

1. A swimmer who has been suspended may appeal their suspension, as per VPW Bylaw Item 29. The appeal must be made within 14 days of a swimmer's suspension or within 7 days of receipt of the written reason for suspension, whichever is longer.
2. Written notice of the appeal must be submitted to the Chair of the Club within the time frame in 1.a. above.
3. Within 14 days of receipt of this notice the Chair will form an Appeals Committee consisting of 3 members of the Executive, and will establish a reasonable time frame for hearing the appeal and issuing a decision.
4. The Appeals Committee will meet with the swimmer, their parent or guardian, the Team Coach and Head Coach.
5. The decision of the Appeals Committee will be rendered within 30 days of receipt of the appeal, and will be final and binding.

VPW Expectations of Parents

The VPW swim club is entirely run by parent volunteers.

Parent involvement is crucial to VPW's success. Coaches are paid to provide training but parent volunteers carry out all other Club responsibilities.

As a parent in VPW, you are expected to:

- have your swimmer at practice on time
- have your swimmer picked up promptly after practices
- pay fees fully and on time
- promote and foster team unity
- volunteer and make a meaningful contribution to VPW's operation – see Volunteers section
- encourage and support your swimmer, as an individual and as a team member
- communicate with coaches, other parents and VPW Executive in a supportive way
- respect and support the authority of coaches
- stay off the pool deck during practices and leave a team area if asked by a coach to do so
- support fundraising activities both financially and as a volunteer
- assist coaches with team events, team outings and team endeavours as needed
- attend and volunteer at swim meets and other VPW performances and events
- exhibit and encourage courteous, sportsmanlike behaviour at all Club-related activities
- ensure your swimmer has all required equipment and clothing as described in the *Uniform and Equipment Requirements* section of this handbook
- understand and fulfil your responsibilities as described in the *Responsibilities at Swim Meets* section of this handbook
- parent concerns, progress inquiries, or communication with coaches must occur after a practice or at a mutually convenient time
- individual issues or concerns may arise at a team level from time to time; they should be individually addressed at a team level with the coach. If no resolution occurs, then the subsequent step is to contact the Head Coach. If further steps need to be taken, the Chair will be informed, The Chair of the Executive may call meetings with other members of the Executive, Head Coach, and Team Parent Reps to achieve resolution
- attend the VPW Club Annual General Meeting
- communicate and interact respectfully with all swimmers, coaches, volunteers and other parents
- attend the team orientation meeting in the fall

Discipline Policy: Banning or Expulsion of Parents

Parents are expected to comply with the Constitution and Bylaws of VPW and the expectations above, and to refrain from harassing behaviours as described in the Canadian Amateur Synchronized Swimming Association, Anti-Harassment Policy section 3.3. Parents who are in contravention of any of the above are liable to disciplinary action including verbal warnings, written reprimands, and/or banning or expulsion from the Club.

The procedure for banning or expulsion will be as outlined in the Bylaws of the Club.

Coaches' Responsibility & Authority

Coaches are responsible for adhering to the guidelines as set out by the Head Coach, and ultimately to the Executive.

Coaches have final authority over all decisions related to routines (e.g., costumes, music, choreography, each swimmer's role in the routine.)

During practices and meets, coaches have full authority over swimmers' activities, training and behaviour.

During away competitions, coaches are responsible for working with chaperones to develop their team's activity schedule and determine sleeping arrangements.

If a participant or spectator creates a disturbance during any meet, land drill, practice, or performance, coaches have the authority to ask that individual to leave the area.

VPW Doping Policy

An athlete who is a member of Synchro Canada, or who is a member of a Provincial Association or Club which is a member of Synchro Canada, may be subject to unannounced doping control.

What to do if you must take a medication.

1. The athlete must inform the physician prescribing the medication that she is an athlete under doping control restrictions and that she cannot take any substance on the International Olympic Committee banned list.
2. The athlete should ask the physician to determine if there is an alternative drug that can be taken if the recommended drug contains a banned substance.
3. If the physician indicates there is no alternative drug to take, the athlete should have the Declaration of Drug Use Form filled out. This form must be forwarded by the athlete to:

Canadian Centre for Ethics in Sport (CCES),
1600 James Naismith Drive, Suite 205, Gloucester, Ontario K1B 5N4,
Fax: 613-748-5746, Toll Free: 1-800-672-7775, <http://www.cces.ca/>.

Program Descriptions

VPW StarPlus Program

These classes are offered in 12 week sessions at community pools throughout the Lower Mainland from September to December and then in a separate second session January to May. **Once a week**, swimmers learn the strokes and figures which provide the basis of the sport by working through a series of skill awards (Star levels) developed by Synchro Canada. They will work together as a team to develop a routine that they will perform at our Winter Sneak Peek Watershow in December, or the Year End Watershow in May. Girls (and boys too!) of all ages who are comfortable in deep water (swim level 5) are welcome.

VPW Recreational Program

Our recreational team program gives swimmers an opportunity to fully participate on a team and learn a full routine to music. In this way, they truly experience the fun, friendship, creativity and fitness that a full synchronized swimming program brings! Swimmers will also continue to earn their “Stars” as they progress through their season. Recreational teams practice **twice a week**, commit from September to May, and compete in a recreational meet in the spring.

VPW Competitive Program

Our competitive program offers two levels of participation: the Provincial Stream and the National Stream.

The Provincial Stream introduces swimmers to the competitive sport of synchronized swimming on a less strenuous schedule than the National Stream program. Provincial Stream swimmers are expected to commit to our entire nine month season, attend 7 – 12 hours of practice each week (depending on the skill level they are at) and compete at three or four regional and provincial meets each year.

Swimmers who wish to pursue serious competition can try out for our National Stream program; National Stream coaches have a clear set of standards that must be met to swim at this level. Swimmers will swim between 18 to 23 hours each week and compete in at least 5 regional, provincial and national meets each year. Team travel is a big part of this program. They will experience Canada’s highest levels of national synchro competition, and will be exposed to the national team selection process as well.

VPW Extra Routines

Extra routines such as solos or duets are offered to athletes who are highly dedicated, have a positive attitude towards training, and who have the potential to excel with an extra routine. Not all Tiers will offer extra routines in any given season; sometimes it is better to focus on basic skill development for the long-term good of the athletes. Extra routines are a privilege and not a right.

Parents will be notified before the offer of an extra routine is made to the athletes. Parents will also be made aware of the expected time commitment and financial commitment.

Parents must be in agreement prior to the offer being made to the athlete.

Offers of extra routines will be made after the beginning of the season, once the coaches have become familiar with the abilities of the swimmers.

Swim Meets & Competitions

To participate in competitions, all swimmers must be registered with both Synchro B.C. and Synchro Canada. Each swimmer is given an amateur athlete number. VPW takes care of registering all club members.

There are two basic parts to most competitions. One part tests each swimmer's ability to perform a set of required figures. The second part is the presentation and judging of routines. Judges award marks for figures and for each routine.

The final scores for each team at a swim meet is a result of a combination of individual figure marks plus the routine scores.

Coaches will provide a schedule of meet dates at the beginning of the season. You can also refer to the Synchro BC meet schedule for dates. See: www.synchro.bc.ca or the VPW website: www.vpw.bc.ca

Recreational swimmers compete in at least one meet during the year.

Competitive swimmers swim in various meets throughout the year. Consult the Synchro BC website, www.synchro.bc.ca for details. Coaches will also provide this information to teams as it becomes available early in the season.

VPW Water Shows

VPW has two Water Shows each season. They are usually held in December and May.

Parents, family and friends are invited to watch swimmers perform their competitive routines. There are always a few fun surprises.

Responsibilities at Swim Meets

Parents

For each meet, parents are expected to:

- follow coaches' plan for meets
- provide your swimmer with appropriate food and water and equipment to take to the pool
- ensure swimmers hair is done as instructed by the coach
- volunteer at the meet as requested by the VPW Meet Manager or the parent team representatives
- stay in the audience area unless volunteering or helping at the request of the coach to prepare team members for their competition
- not move about the deck or in the stands while swimmers are performing
- not use a flash to shoot photographs during competition events as our teams will be penalized
- stay as quiet as possible during all figures events
- leave pool and deck area of meet facilities in a clean condition, and ensure that all swimmers supplies are taken home, including hairpins
- model good sportsmanship, cheer during routines and have a good time

For team building purposes, it is advisable for Westerns/Espoir/Nationals that non-Chaperone parents stay in a different facility than the Team.

Volunteering

VPW is run entirely by volunteer parents. The Club has implemented a family commitment plan to facilitate this effort. This is available on our website, www.vpw.bc.ca.

Volunteering on the Executive

A group is elected at each Annual General Meeting to form an Executive to manage the Club. Parents who have been members for one year from either recreational or competitive teams may stand for any Executive position.

The Duties of each Executive Position are:

Chair (or co-chairs) — chairs all meetings of the Club and of the Executive; oversees all Club administration; represents the Club to Synchro BC.

Vice-Chair — assists Chair and should carry out the duties of the Chair during the Chair's absence.

Treasurer — keeps the financial records and provides financial statements when required.

Secretary — records and distributes minutes for all Executive and Annual General Meetings; distributes "Highlights" to Club membership.

Registrar — collects swimmers' registrations; registers swimmers with Synchro BC, throughout the year checks VPW phone line messages and email and responds to club inquiries, registers swimmers for meets.

Publicity — promotes VPW to develop membership.

Coach Liaison — communicates with the coaches on the board's behalf.

Team Parent Representative (Rep)

The Rep is the liaison between the Team Coach and Team Parents and is responsible for communicating information from the team's coach (es) or the Executive to other parents on the team as needed. The Rep may attend Executive meetings on a rotational basis throughout the year.

At meets the Rep's support is intended to reduce the Coach's and swimmers' anxiety to allow the Team to perform at their best at every Meet. The Rep's goal is to, as much as possible, provide neutral, positive and timely assistance to the Coach, swimmers and parents.

The Team must be the primary focus of the Rep. The Rep's duties will always be directed by the Team Coach. The Rep should feel comfortable undertaking any "organization" for the team BUT ONLY AFTER consultation, agreement, and confirmation from the Coach. In some instances, the Coach and/or Head Coach and/or Club Executive must be in agreement before any arrangements or communications are made between the Rep and the Team Parents or Swimmers.

Below is a list of usual duties a Rep may be expected to perform each season; depending on the Tier of the Team's swimmers:

- The Rep upon direction from a Coach or Club Executive will pass along information to Team Parents via e-mail (or phone).
- The Rep is responsible for ensuring that all meet volunteer positions for their Team are filled.
- Reps should consult with the Team parents at mid-winter and year-end to determine if the Team prefers giving one shared Team gift vs. individual gifts to the Coach. If a shared gift is given, the Rep is responsible for purchasing the gift and collecting the money.
- The Rep will be invited to attend one Executive meeting during the season.
- Generally, out-of-town Synchro Meet accommodations are organized/reserved in bulk by the Club's volunteer Meet Manager. Transportation arrangements, including ferry reservations, need to be coordinated between the Head Coach, Team Coach, Team Chaperones and other parents.
- The Reps should monitor Synchro BC (<http://www.synchro.bc.ca>) and Synchro Canada (<http://www.synchro.ca>) websites for up-to-the date meet information, and distribute to Team Parents etc.

Chaperones

Chaperones are responsible for the well-being of all girls on the team for the duration of meets that are out-of-town. Chaperones are selected by each Team Coach.

- Team Chaperones, following Coach's guidelines, are responsible for all meal planning/shopping/preparation. Swimmers may be asked to bring dishes and utensils if these items are not provided. Chaperones are responsible for ensuring that all necessary supplies are available at the accommodations.
- Team Chaperones must know where all swimmers are at all times.
- Team Chaperones are responsible for the entire Team's transportation (Coach and swimmers only) to/from pools, airports, "free-time" locales, etc. Note: NO team member is allowed to travel/visit separately from the Team without the prior approval of the Coach and the Chaperones at anytime over the course of a Team Event (i.e. over the entire duration of any trip to/from an out-of-town destination)
- Team Chaperones may be responsible for prepping swimmer's hair for competition. The more senior Teams prep their fellow team mates' hair. Swimmers are expected to bring all their own hair supplies, including spare towels for gelatine clean-up.
- Chaperone costs – food, gas, accommodation and other miscellaneous expenses are shared among the remaining team members (not charged to the chaperones)

Helping During Meets

A successful synchronized swim meet is run by volunteers including the judges and referees. Meet Mangers arrange, with the help of parent team representatives, for volunteers at meets. Parents are required to assist with scoring, timing, playing music, announcing, setting up and cleaning up. At times, parents are needed to also staff and supply a hospitality space for judges and other officials. All volunteer positions are easy to learn and volunteering is an excellent way to get to know other synchro parents. Those who are interested may take courses to learn to be a judge or referee.

Other Volunteer Positions

Meet Manager — co-ordinates parent volunteers for meets; organizes accommodation for swimmers, coaches and chaperones for out-of-town meets, organizes local meets that VPW hosts.

Travel Manager — organizes and coordinates transportation to out-of-town meets and hotel accommodation.

Uniform Manager — orders team uniforms and gear.

Equipment Manager — maintains and purchases equipment; keeps track of equipment inventory.

StarPlus Class Registrar — collects StarPlus Class registrations and coordinates pool bookings for StarPlus Classes, offered twice per year.

Fundraising Manager — organizes fundraising initiatives for the Club.

Year-End Dinner — organizes the June dinner for VPW swimmers.

Water Show Coordinator — works with the Head Coach to organize the December and May Water Shows.

Year End Banquet

A Club banquet will be held for all swimmers and coaches at the end of the year to celebrate the club's achievements of the past year. A committee will be designated to make arrangements for this event.

Communication & Announcements

Given the large number of athletes who are divided into three programs and several teams, each with a different training schedule, the Club relies heavily on internal communication.

You can expect to receive a monthly highlight report following each executive meeting. These can help inform you about important executive decisions, upcoming events, the results of recent competitions and other Club news and activities.

Parents are asked to register an email address with the club. A club email roster will be created. Reminders, announcements and other communications will be sent by email regularly. Please provide the Registrar with any email changes that may occur during the year.

To find the names and contact information for the current Executive, coaches and other members of VPW, see the Club roster distributed at the beginning of each year.

Whenever urgent information must be passed on to you, your team's parent representative will contact you by email and/or phone. Occasionally, the coach will send home information with the swimmers.

All teams hold an orientation meeting in the fall and all parents (and swimmers) are expected to attend.

Synchro BC will send out periodic newsletters regarding the synchro community activities in BC.

Email

Most communications will be in the form of an email, so please check regularly. If your email address or other contact information changes during the year, please let the VPW registrar know by sending a message to the address shown on the Club roster or calling 604 216-7444.

Website

VPW has a website you can visit at www.vpw.bc.ca. Here you'll find news about VPW activities, contact information, program details and links to other useful synchro sites.

Addressing Parent Concerns

Individual parent concerns should go directly to the Team Coach.

Fundraising

To keep fees as low as possible, VPW applies annually for a Province of B.C. Gaming Grant. In addition, there are club fundraising activities held throughout the year. All families are required to participate in these events. We welcome any fundraising ideas.

Fees

Current fee structure is based on previous years' costs of operations and the estimated costs for the coming year. Fee information is sent out at the end of August. Fees must be paid fully at the beginning of the season, or by post dated cheques from September to May.

Parents are charged a Club fee and an Expense fee. Club fees cover the cost of the synchronized swim program for the swim year. Expense fees cover some or all of the following estimated expenses. One of each; figure suit, practice suit, competition suit, club t-shirt, club jacket plus 2 club caps. These items are purchased through the Club and are charged to each swimmer's expense account. Expense accounts are reconciled at the end of each swim year and start the following year with a zero balance.

Extra routines require a separate payment which is payable upon awarding of a routine.

In addition the Synchro BC membership fee is a separate payment.

Withdrawal Policy

1. The Withdrawal Policy applies to returning swimmers immediately following registration.
2. New swimmers have a "grace period" until September 30th before the Withdrawal Policy applies.
3. To officially withdraw from the Club, a swimmer must provide written notice to the Treasurer or Registrar two weeks prior to the withdrawal date. Verbal notification and non-attendance are not considered automatic withdrawal.
4. In the case of withdrawal from the program, the member is responsible for paying the swim fees in full for the month in which notice is given, and the next month's fees.

In addition, you will receive a refund of the balance of the total monthly fees for the year based on the percentage shown below:

- a. Prior to December 1st, a refund of 50% of the monthly fees will be returned by the Club.
 - b. After December 1st, no refunds will be issued unless the swimmer provides a physician's certificate stating that she is unable to finish the swim year. Upon receipt of a physician's certificate, a refund of 50% of the remaining total monthly fees will be returned by the Club.
5. Synchro BC/Synchro Canada Registration Fees are non-refundable.

Uniform & Equipment Requirements

Practice equipment

All swimmers are expected to have the following equipment for every practice:

- one VPW practice swimsuit
- one VPW swim cap
- one pair of goggles – anti-fog goggles work best
- two or more nose plugs (swimmers should carry two or more nose clips in their bag at all times)
- towels
- soap/shampoo
- a water bottle

Coaches may require additional equipment. For practices with land drills, the swimmers are asked to wear clothing they can stretch in.

Competition equipment

All swimmers are expected to have the following equipment for every competition:

- swimsuits:
 - black suit for figures in good condition with no markings
 - VPW suit
 - Team, duet, trio and/or solo swimsuits plus headpieces (Parents may be expected to work with the coaches on swimsuits for competitions.)
- swim caps:
 - new, white cap for figures
 - VPW swim cap
- VPW tee-shirt
- deck shoes
- VPW jacket (competitive team members only)
- Plain black yoga style full length pants (competitive team members only)
- two nose plugs
- two pairs of clear goggles
- one box of gelatine with mixing cup and pastry brush
- hair pins, bobby pins, circular comb, elastic bands, hair nets
- required make-up
- two towels or more
- VPW sports bag (competitive team members only)
- goal book or training diaries
- money for personal expenses
- healthy snack food

Please put names on all suits and other clothing brought to meets. No jewellery, nail polish, or tattoos are permissible during competitions. Coaches are not responsible for swimmers' belongings.

Refund Policy

Refunds will not be given for goods purchased unless defective.

Synchro Associations

Vancouver Pacific Wave and all other B.C. synchronized swimming clubs are bound by the rules, standards and regulations set by three bodies that oversee competitive synchronized swimming. See VPW's Web site (www.vpw.bc.ca) for links to the Web sites for each of these bodies.

Synchro B.C.

Website: www.synchro.bc.ca

Synchro B.C.

220 3829 Cessna Drive, Richmond, BC

V7B OA2

Phone: 604 333-3640, Fax: 604 333-3450

Synchro Canada

Website: www.synchro.ca

Canadian Amateur Synchronized Swimming Association 1010 Polytek Street, Unit 14,
Suite 200

Gloucester, Ontario

K1J 9H9

Phone: (613) 748-5674, Fax: (613) 748-5724

Federation Internationale de Natation (FINA)

Website: www.fina.org

Pool Addresses

St. George's Senior School – 4175 West 29th Avenue, Vancouver – rear of building

UBC Aquatic Centre – 6121 University Blvd., Vancouver

Percy Norman Pool – 30 East 30th Avenue, Vancouver

Vancouver Aquatic Centre – 1050 Beach Avenue, Vancouver

Templeton Pool – 700 Templeton Drive, Vancouver

Renfrew Pool – 2929 East 22nd Avenue, Vancouver

Kerrisdale Pool – 5851 West Boulevard, Vancouver

Lord Byng Pool – 3990 West 14th Avenue, Vancouver

Simon Fraser Margaret & Paul Savage Pool – 8888 University Drive, Burnaby

South Surrey Sport & Leisure Complex 16555 Fraser Highway, Surrey

City Centre Aquatic Complex – 1210 Pinetree Way, Coquitlam

Walnut Grove Community Centre – 8889 Walnut Grove Drive, Langley

Nanaimo Aquatic Centre – 750 Third Street, Nanaimo

Saanich Commonwealth Pool – 4636 Elk Lake Road, Victoria

Tournament Capital Centre – 910 McGill Road, Kamloops

Glossary: Swim Meet Terminology

Artistic impression: Forty per cent of the overall routine score is given for artistic impression. To award this score, judges look at choreography, pool patterns, music interpretation and manner of presentation.

Championship score: The championship score is determined by combining the routine score and the average figure score of all the swimmers who were part of the routine. Different Tiers and age groups may have different weightings applied to their figure and routine scores for calculating the championship scores.

Solo championship score: solo routine score plus swimmer's figure score.

Duet championship: duet routine score plus the average of the two swimmers' figure scores.

Team championship: team routine score plus the average of the figure scores earned by all members of the team.

Figure: A figure is a succession of movements, which are a combination of positions and transitions done as described in FINA rules. Figures are given names such as "Kip", "Eiffel Tower", "Barracuda" and "Aurora".

Marks for figures: In a figures competition swimmers are required to perform four assigned figures. Each figure is judged separately by a panel of judges. Each judge on the panel marks the swimmer's performance using a scale of 0 to 10. The judges consider a perfect figure to be "slow, high and controlled, with every section of the figure clearly defined and in uniform motion. To determine a swimmer's score for a particular figure, judges' high and low marks are excluded and the average of the remaining marks is multiplied by the figure's degree of difficulty. The swimmer's scores from all four figures are added for a total figures mark out of 100.

Marking routine: A panel of judges marks all routines. Each routine receives two sets of marks, one for technical merit and one for artistic impression. (Sometimes each judge gives both marks; other times judges work in teams of two and each judge gives only one type of mark.) Marks are on a scale of 0 to 10, with 0.1 increments. Once the marks are collected, the high and low marks are removed from each set. Then the set is averaged. The technical merit score counts for 60% and artistic impression score counts for 40% of the total routine score.

Routines: A sequence of swimming strokes and figures choreographed to music. Routine categories are solo, duet and team. Each routine category has a specific time limit depending on the age group. Seniors swim both technical and free routines. Technical routines must contain a number of required elements that must be executed in a specific order. Free routines have no restrictions.

Technical merit: The part of a routine score where judges mark the execution of strokes, figures and propulsion techniques, precision of patterns, synchronization of the swimmers with each other and with the music, and difficulty of stroking, figures, patterns and synchronization. Technical merit is worth 60% the overall routine score.