



# PARENT HANDBOOK

2009

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## **I. INTRODUCTION**

### **A. Hidden Forest Swim Team [HFST]**

The swim team is a neighborhood summer swim team with professional coaching and volunteer parent management. The swim team is open to all children ages 5 - 18 who can swim at least one length of the pool with acceptable proficiency. Good sportsmanship, teamwork, stroke technique and the joy of swimming and fun are emphasized. Practices are offered throughout the season at various times from May through to the end of June. Attendance at all practices is not mandatory, although swimmers are encouraged to attend as many practices as possible. Swimmers are grouped by age and ability for practice. Swimmers compete with swimmers of the same gender and age group. Age group placement is determined by the swimmer's age on May 31<sup>st</sup>.

### **B. Lone Star Summer Swim League [LSSSL]**

HFST is a member of the Lone Star Summer Swim League [LSSSL]. The league is comprised of neighborhood teams located in North Central San Antonio. The league's mission is to introduce competitive swimming, to encourage friendships and a sense of neighborhood community and to promote development of a lifetime recreational skill. Go to <http://www.lsssl.org> to view the LSSSL Policies and Procedures.

### **C. Hidden Forest Home Owners' Association Board [HFHOA]**

The HFHOA Board maintains the pool and sponsors HFST. In return, HFST is expected to leave the pool facilities and grounds in excellent condition after every swim team event. Parents, swimmers and coaches are responsible for clean up before leaving practices, events and meets. There is no other clean up staff.

The HFHOA Pool Rules state: "As the pool is intended for use by all of the families in Hidden Forest, the use of alcoholic beverages and tobacco products is discouraged." As a sponsored organization by the HOA, the HFST will enforce this rule with a "no tolerance" policy for alcohol and tobacco. Anyone found to have alcohol in their possession will be asked to leave the premises. Anyone wishing to smoke may do so outside the fenced in facilities which include the picnic area.

## **II. GENERAL INFORMATION**

### **A. HFST Steering Committee Structure**

The survival of a neighborhood swim team depends on a comprehensive parent volunteer system. The only paid HFST staff is the coaches. All the planning, swim meet management, equipment maintenance, social activities and clean-up are coordinated and made possible by parents. The HFST Steering Committee is made up of parent volunteers. The current structure is 2 co-chairs with committee sub-chairs. The Co-chairs for the 2009 season are John Smetzer and Carol Gray. The subcommittees are represented by the following:

- Team Liaison – Kirk Mills
- Team Spirit – Shannon Wagner
- Meet Operations – Marcia Napier, John Smetzer
- Registration – Dana Stakes, Cristin Swoboda
- Sponsorships – Davina Jaynes
- Concessions & Fundraising – Tara Anderson
- Communications – Amy Biggs
- Treasurer – Christine Fritzsche
- Software Operator – Amber Trevino-Dillon

If you are interested in helping with one of these committees, or possibly chairing it in the next year, please see one of the co-chairs.

### **B. Methods of Communication**

Communication in HFST is primarily through e-mail. If you do not have an e-mail address, please check with others to get timely information. You may want to provide both work and home e-mail address to get updated info on emergency changes due to weather. Heat sheets and other information regarding an upcoming meet are usually emailed out the day before the meet. This information will also be posted on the HFST bulletin board – check it often. The HFST maintains a page on the HFHOA website that has forms, schedules and other information.

[www.hiddenforesthwa.com/piranhas](http://www.hiddenforesthwa.com/piranhas)

We also have “mailboxes” for the team. These are two to three file boxes with hanging file folders for each family. Check these boxes often for ribbons, flyers and/or other important information.

## C. Registration

Registration begins in April. After May 1<sup>st</sup>, and up until the time trials (team intra-squad practice meet), registration will be subject to available space on the team and a \$10 late fee. Registrations will not be taken after the time trials. Registrations are refundable less a \$25.00 administration fee per swimmer until the first meet of the season (May 30, 2009). The team also offers team swim suits, t-shirts and swim caps for sale. These are not required. **Hidden Forest residents are required to be up to date on their assessments in order to be a member of the swim team.**

### 1. Registration Party

The Registration Party is the kick-off for summer swim season. This is the time to purchase swim suits, caps, fins, t-shirts and any spirit items for same. There are refreshments and the pool is open for swimming.

### 2. Team Dues

Team dues for the 2009 season are - \$90.00 for the first swimmer, \$80.00 for the second swimmer, and \$70.00 for the third swimmer. Each additional swimmer in the family will be free. A registration form is included at the end of this handbook. As stated above, registrations are partially refundable up to May 30, 2009. If you withdraw after that date your registration will be forfeited. **A child may not swim at practices or at a meet if they have not paid or if their health insurance information has not be provided – no exceptions.** This is for liability purposes and will be strictly enforced.

### 3. Swim suits, caps, fins

Traditionally, HFST selects a new suit every two years (2009 is a new suit year). The swim suits are not mandatory. Swim caps are offered for sale each year. Fins are offered for sale and are required for swimmers 10 and under.

### 4. Spirit Items

The team creates and sales spirit items to include t-shirts, yard signs, swim bags, and caps. These will be on sale during the Registration Party and at the meets.

### 5. Individual and Team Pictures

The team uses two of their regularly scheduled practice days to pose for individual and a group photo. Your child will want to wear their team swim suit and/or Team t-shirt on that day.

## D. End of Season Party and Awards Night

The HFST celebrates the end of the season by having a pool party and awards night after the Championship Meet. The pool is open for swimming and a meal is served. The party for this season will be held on June 29, 2009. Trophies are presented to each swimmer. Ribbons and trophies from the Championships are awarded. The Head Coach presents special awards. Bring lawn chairs and enjoy the fun!

## **E. Parent Responsibilities**

### **1. Volunteering at meets**

Every meet requires, at a minimum, 40-45 volunteers. Parents are responsible for volunteering in some capacity throughout the season. The registration form has a sign up page for volunteering. Additionally, the Volunteer Coordinator will have a list of volunteer opportunities during the Registration Party and during the first Parent Meeting. You must sign up for at least one job during the season. The list of jobs available and the duties involved are included on pages 12-13 of this handbook. You are responsible for finding a substitute if you cannot fulfill your slot for that week's meet.

#### **Concessions**

The home team gets the revenue from the concessions and it is a major fundraiser for us. We encourage you to bring concession stand items to the home meets to offset the costs. Check the sign-up list to see what you can bring.

### **2. Clean up duty schedule and checklist**

Clean-up duty is performed by parents, swimmers and assistant coaches. The pool area is to be cleaned of all trash and made ready for the next day. Clean-up is assigned over the three home meets alphabetically by last name. The cleanup schedule for the 2009 season is as follows:

- May 23<sup>rd</sup> - families with last names beginning with A – H;
- June 6<sup>th</sup> - families with last names beginning with I-Q; and,
- June 20<sup>th</sup> - families with last names beginning with R-Z.

The Clean-up Check List is on the following page:

## Clean-up Check List

### Restrooms

- Pick up stuff on floor or sweep
- Empty all trash cans (4) and put in fresh bags
- Turn off lights
- Rinse out sinks
- Check to see if soap dispensers needs refilling

### Recreation “Rec” Room

- Restore chairs and tables to original places
- Return thermostat to 85 degrees and leave the AC on
- Empty both (kitchen and bathroom) trash cans; put fresh bag
- Check bathroom and leave clean
- Sweep (mop if needed)
- Remove all swim team stuff

### Pool

- Replace four lane lines and ladders (unless practice is scheduled the very next morning.)
- Turn off pool lights

### Grounds

- Turn off fans
- Turn off breeze way lights
- Pick up all trash off the patio, deck and grassy areas
- Open outside gate to park
- Lock gate between park and pool
- Clean off Lifeguard desk

### Chairs

- Return all chairs to original positions
- Lounge chairs in most upright condition
- Lounge chairs should have room between them for someone to stand
- No chairs touching the grass (for the lawn mowers)
- Place matching chairs around the metal round tables neatly

### Lost and Found

- Pick up all stray towels, clothing, and toys and put in “Lost and Found”

### Trash cans

- Bring all cans back to covered patio area
- Leave a bag in each trash can; put lids on the cans.

**Most important: Put ALL trash in the dumpster located in the back parking lot.**

### III. TEAM INFORMATION

#### A. Practice Schedule

Swim practice begins in early May. Practice is after school Monday through Friday. After school is out, practice will be in the mornings Monday through Friday. Check the calendar for exact practice times for each age group.

The coaching staff conducts practices. It is important that your child attend every practice in order for the coaches to fully develop your swimmer's potential. On the other hand, this is summer league and it is accepted that swimmers might miss practice to attend another sport camp, enrichment activity or a family vacation. Please let the coaching staff know when your child will be absent.

Practice times are separated by age. Generally, the younger swimmers practice with their age groups that is, 6 and under, ages 7 and 8, ages 9 and 10, etc. Occasionally, a child might be asked to practice with an older or younger group because of his or her skill level.

#### B. Swim Meets

##### 1. General Information

The swim team typically participates in four "dual meets" during a season. In a dual meet, one neighborhood team swims against another neighborhood team. If the swimmer signs up for a meet, the swimmer may be entered into as many as three individual events and two relays. The individual events are butterfly, backstroke, breaststroke, freestyle and individual medley. The relay events are medley relay and freestyle relay. The medley relays are held at the start of the meet. The freestyle relays are held at the end of the meet. If a relay swimmer leaves early, three other swimmers won't get to swim. If your swimmer may be late for a meet, please let the coach know so that he or she will not be entered into the medley relay. Likewise, if the swimmer needs to leave the meet early, please let the coach know, so that he or she will not be entered into the freestyle relays.

Swimmers compete against others in their same age group. Girls swim against girls; boys swim against boys. The age groups are as follows:

6 & under	12 & under
8 & under	14 & under
10 & under	15 and over

Coaches decide which events a child will swim and whether he or she will participate in a relay. This decision is based on the child's swimming abilities and practice ethic. Swimmers may want to talk to the coach about their preferences; however, the coaches make the final decision. Sometimes the coach may place a child into an event that he or she would rather not swim. Please support the coach when this happens. It may be that the coach is providing a child with an opportunity to develop or advance their competitive skills. Sometimes the coach

needs to place swimmers in particular events as a part of an overall strategy for that particular meet. The coach will only place the child in events in which the child has demonstrated in practice that he or she has the ability to swim the stroke “legally.” (Read more about this in “Disqualifications.”)

Hidden Forest Pool has six lanes. This allows three swimmers from each team to compete at a time. There are 68 "events" in each swim meet. Each of these “events” may have more than six swimmers entered and therefore, will have more than one "heat." All swimmers, ages 12 and under will receive a “heat” ribbon (1st through 6th place.) That is, the younger swimmers will each get a “heat” ribbon as they climb out of the pool based on their place in that “heat.”

Each swimmer and each relay team is individually timed. The six fastest swimmers in each of the 68 “events” will receive a “place” ribbon. The “place” ribbons are not ready at the end of the meet but are placed in the family “mailboxes” by the following practice. Check your family’s folder for ribbons and/or flyers and important information.

Points are tallied throughout the meet. The team with the most points is the winner of the meet.

Please remember if your child does not show for his or her relay, three of your child’s teammates will not be able to swim.

### Disqualifications

For parents new to the sport of swimming, disqualifications may be the hardest thing to understand. Here is a simplified explanation. It is recommended that this be further discussed with experienced swim team parents to get a better understanding.

Unfortunately, disqualifications (DQs) are a necessary part of competitive swimming, even in a recreational team like a summer swim league. This is especially true for the Breast stroke and the Butterfly. If your child is disqualified by a meet official and is upset, please just put your arm around him or her and provide your support and concern. Also, encourage your child to ask the meet official why they were disqualified and/or encourage your child to talk to their coach.

If you have concerns about a particular call, talk with your team’s coach. Do not argue with the meet official. The LSSSL Policies and Procedures, posted on the HF Pool Bulletin Board and on [www.lsssl.org](http://www.lsssl.org) has specific information about how strokes and events are to be performed. However, it’s usually best to let your child’s coach do the coaching.

The Head Coach will place a swimmer an event when the swimmer has demonstrated in practice that he or she can swim a legal stroke. However, slip ups

happen to all swimmers. Because a slip-up, such as, an early start or doing the wrong kick, can give a swimmer an unfair advantage -- disqualifications are necessary.

Additional information about “Disqualifications” is available on page 11-12 in the LSSSL Policies and Procedures at <http://www.lsssl.org/>.

## 2. Season Sign-up Procedures

LSSSL rules state that the teams must have their roster complete and submitted to the opposing team 48 hours before a meet. For a Saturday meet, you must sign your child up by the Wednesday before the meet. For a Monday meet, you must sign your child up by the Friday before the meet. **Your child cannot swim at the meet if we haven't confirmed their attendance and placed them in meet events.** An unanticipated absence could make another swimmer miss a chance to swim, or a relay team will only have three swimmers instead of four and will be disqualified. This isn't fair to the other three swimmers who won't be able to swim their event and can be heartbreaking. A sign up book for the meets will be available during practice. A good habit to get into is checking the sign up book on Monday. If you are fairly certain of your summer schedule (i.e. you will be in town for 3 meets but gone for 1) you are encourage to fill in that information all at once.

## 3. Championship Sign up Procedures

In order for your child to compete in the Championships (June 26, 2009), parents will need to register their swimmer by June 8th. There is a charge of \$4.00 per event the swimmer is entered in. A volunteer coordinator will begin signing up swimmers in early June. The team must submit their entries into the championships by the middle of June and LSSSL does not permit any entries after that deadline.

NOTE: there may be more swimmers signed up than we have space for to swim and it will be the coach's discretion as to who will ultimately compete for the team. Therefore, signing up your child for the Championship Meet does not automatically mean they will swim. All swimmers who sign up and pay but do not swim will have their money refunded.

Please remember, a relay is composed of four swimmers. If your child is selected for a relay and does not show, three other children will be very disappointed.

In order to compete in the Championships, swimmers must know how to swim the strokes correctly and be able to swim on the designated day. LSSSL produces an annual handbook that describes the Championships. Look for this handbook to be posted on <http://www.lsssl.org/>.

### C. Swim Meet Survival Tips for Parents and Swimmers

<b>FOR PARENTS</b>	<b>FOR SWIMMERS</b>
<p><i>Before the Meet:</i></p> <ul style="list-style-type: none"> <li>• Write your swimmer’s name on all belongings.</li> <li>• Print the “Heat Sheet” for the meet.</li> <li>• “Tattoo” your swimmer with their events [with the exception of Championships] (see example).</li> <li>• Bring water bottle, sunscreen, an indelible, fine-tip marker and a highlighter.</li> <li>• Participate! Timers, Concession Workers, Score Runners and Ready Bench parents are always allowed a break to watch their child swim.</li> <li>• Sign up to bring concession stand items to the home meets.</li> </ul>	<p><i>Bring the Following:</i></p> <ul style="list-style-type: none"> <li>• Water bottle</li> <li>• Goggles</li> <li>• Sunscreen</li> <li>• Fine-tip, indelible marker</li> <li>• Swim cap</li> <li>• Light, healthy snacks</li> <li>• Towel</li> <li>• Shoes/sandals</li> <li>• T-shirt</li> <li>• Money for concessions</li> <li>• Cards, games, books to help pass the time between events</li> </ul>
<p><i>At the Meet:</i></p> <ul style="list-style-type: none"> <li>• Arrive by “check-in” time.</li> <li>• Check the bulletin board for announcements</li> <li>• Stay behind the deck area. It must remain clear for the officials. Congratulate your child in the “Ready Bench” area.</li> <li>• Please wait until the end of the meet to talk with the coach.</li> <li>• If your child is disqualified, he or she will need your support and a hug.</li> <li>• Let the coaching staff do the coaching.</li> <li>• Be supportive of the coaches</li> </ul>	<p><i>Be Sure to:</i></p> <ul style="list-style-type: none"> <li>• Write your name on all belongings.</li> <li>• Arrive by “check-in” time.</li> <li>• Look for the heat sheets at “Check in” and on the fence near the park.</li> <li>• Write your events on your arm or leg with an indelible marker.</li> <li>• Stay in the “Ready Bench” area</li> </ul>
<p><i>After the Meet:</i></p> <ul style="list-style-type: none"> <li>• Make sure your child takes all belongings home.</li> <li>• Clean up the pool area after every meet.</li> <li>• Return pool furniture to original positions and placements.</li> <li>• All trash must be picked up and placed in the dumpster.</li> <li>• Restrooms must be clean and trash cans emptied.</li> <li>• Swimmers’ times will be posted on the HFST web site.</li> </ul>	

## Sample “tattoo” for typical swim meet

On the child’s arm or leg, make a grid with the following information (E = event, H = heat, and L = lane):

Sample heat sheet by swimmer:

Doe, Jane - Female - Age: 13

#7 Girls 18&U 200 Medley Relay (1)	NT	1/3
#35 Girls 13-14 100 IM	1:34.03	1/5
#47 Girls 13-14 50 Back	42.85	3/5
#57 Girls 13-14 50 Fly	43.92	2/3
#67 Girls 18&U 200 Free Relay (2)	NT	1/3

### Tattoo

E	H	L
7	1	3
35	1	5
47	3	5
57	2	3
67	1	3

Doe, John- Male - Age: 17

#8 Boys 18&U 200 Medley Relay (3)	NT	1/3
#38 Boys 15-18 100 IM	NT	1/5
#50 Boys 15-18 50 Back	40.23	2/4
#60 Boys 15-18 50 Fly	36.30	2/4
#68 Boys 18&U 200 Free Relay (4)	NT	1/3

### Tattoo

E	H	L
8	1	3
38	1	5
50	2	4
60	2	4
68	1	3

## D. Volunteer Job Descriptions

Parent participation is critical to the success of the swim season. The only ones getting paychecks are the coaches – the rest is up to us! Please be willing to do your share of the volunteering. More volunteers mean less work for each individual and more time spent enjoying the meet. Please find a substitute if you cannot fulfill your slot for that week's meet. Thanks!

- ✓ Check-in Table (3)
  - Ensures swimmers check in at meets
  - Ensures volunteers check in and receive name tags
  - Sets up check-in table
  - Alphabetical list (3) of swimmers' individual and relay events
  - Swimmer sign up sheet for next meet
  - Info on coming activities, such as, photos, Party, etc.
- ✓ Concessions worker (6-8) [home meets only]
  - Helps with setup, selling of concessions, and cleanup of concessions area after meet
- ✓ Event sign monitor (2) [home meets only]
  - Monitor and change the event sign as the meet progresses
- ✓ Ready Bench Parent
  - Meet with Ready Bench Coordinator to select your age group
  - Assemble and organize a group of assigned swimmers for their relays and events
  - Escort assigned swimmers to the starting blocks before their events
  - Hints: Bring a highlighter, pen, water bottle, sunscreen and a hat
- ✓ Ribbon Writer (2)
  - Starts about one hour after the meet starts
  - Peel and stick labels on the backs of the Place ribbons; works with a volunteer from the other team (at home meets, works in air conditioning)
  - Sorts the ribbons and files them in "mailboxes" alphabetically by family name
  - Usually must stay after the meet is over for about 30 minutes while the labels finish printing
- ✓ Runner / Water provider (4) [home meets only]
  - Pick up the Timers' score sheets as they complete each sheet (here are usually 1 to 4 events to a score sheet) and "run" the score sheets to the Score Table
  - Distribute bottled water to staff, coaches and volunteers from both teams
- ✓ Score Keeper (1) [home meets only]
  - Prepare the Score Table Notebook to contain LSSSL Policies and Procedures, HFST Roster and Score Sheets
  - Ensure Computer Software operators have access to electricity and extension cords, adequate tables and chairs
  - Ensure Score Table has office supplies, such as, paper, pens, labels, tape, etc.
  - Ensure that the LSSSL "Score Sheet" is signed and turned into LSSSL after the meet

- ✓ Stroke and Turn Judges (4)
  - Attends LSSSL training in May
  - Watches Strokes and Turns for compliance with LSSSL Policies and Procedures
  - Meet Referee
  - Conducts the home meets in accordance with LSSSL Policies and Procedures
  - Verifies and signs results of each dual meet
  
- ✓ Timers (18)
  - LSSSL requires three times for each lane. Both the Home Team and the Guest Team are equally responsible to provide supply volunteers timers
  - Get on the job training and support
  - Have the best view of the action
  - Get splashed on a hot day
  - Operate a stop watch
  - Check the name of the swimmer at the end of the heat
  - Distribute “heat” ribbons
  - Cheer and enthusiastically congratulate every swimmer in their lane with comments like, "good swim," "good work, "good going," good effort," etc.
  - With enough parent participation, Timers will work half of the meet; Timers will meet with the “Meet Officials” 15 minutes before the meet begins
  - Hints: Bring a water bottle, sunscreen and a hat

## Hidden Forest Swim Team Registration 2009

**Please Complete ALL Three pages for Registration**

**Please PRINT clearly**

Swimmer[s]

Last Name	First Name and Middle Initial	Birthdate	Age as of June 1, 2009	Gender	Returning Swimmer? Y or N
1.					
2.					
3.					
4.					

**Parent/Guardian:**

1. \_\_\_\_\_  
**Last Name                      First Name                      Relationship to swimmer                      Contact phone #**  
 \_\_\_\_\_  
**Street Address / Zip Code**

2. \_\_\_\_\_  
**Last Name                      First Name                      Relationship to swimmer                      Contact phone #**  
 \_\_\_\_\_  
**Street Address / Zip Code**

**E-mail address:** (Please fill out secondary only if you want e-mails to both addresses)

**Primary:** \_\_\_\_\_ **Secondary:** \_\_\_\_\_

*The HF Swim Team uses e-mail as the primary method of communication.*

**Payments:**

Item		Amount
Registration – 1 <sup>st</sup> child	\$90.00	
Registration – 2 <sup>nd</sup> child	\$80.00	
Registration – 3 <sup>rd</sup> child	\$70.00	
Registration – 4 <sup>th</sup> +	No fee required	
<b>Check #</b>	<b>TOTAL</b>	

# Hidden Forest Swim Team Registration 2009

## Parent's Approval for Participation in Lone Star Summer Swim League and Emergency Medical Authorization

You may use one form for all of your children **IF** they have the same health insurance information.

I hereby certify that my child(ren)

#1 \_\_\_\_\_ #2 \_\_\_\_\_

#3 \_\_\_\_\_ #4 \_\_\_\_\_

*Has/have my approval to participate in the Lone Star Summer Swim League (LSSSL) on the Hidden Forest Swim Team (HFST), to include practices and meets at the Hidden Forest Home Owner's Association Pool or away. I understand and agree that the LSSSL, its agents, representatives, volunteers and employees, if any, assume no responsibility or liability for any accident or injury as a result of any aspect of participation in swimming activities and swimming events. I hereby agree to indemnify and hold harmless the LSSSL, the HFST, their agents, employees and representatives from any and all liability for any injury to my child or children resulting from participating in swimming activities organized or conducted pursuant hereto. I understand and acknowledge that participation in the above listed activities create the potential for receiving an injury. With the knowledge of this potential risk of injury, I am giving my child(ren) or ward(s) or permission to participate in swimming and accept full responsibility for this decision. In the event of an injury, I hereby grant permission to the LSSL and/or HFST coaching staff and/or parent volunteers to render, secure and authorize necessary medical treatment in the event I am not immediately available to make those decisions. I understand that any medical expenses for injuries incurred by the child(ren) or ward(s) are my responsibility.*

My insurance company is \_\_\_\_\_

Policy number \_\_\_\_\_ Group number \_\_\_\_\_

A copy of this authorization for medical treatment shall serve as an original.

Signature of Parent/Guardian #1 \_\_\_\_\_

Signature of Parent/Guardian #2 \_\_\_\_\_

### **Emergency Contacts: (other than parent/guardian)**

Name \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

Name \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

Physician \_\_\_\_\_ Phone Number \_\_\_\_\_

List any medical conditions for each child listed above (i.e. diabetes, seizures, heart conditions, asthma, allergies, etc.):

\_\_\_\_\_

List any treatments, medications, restrictions or considerations necessary for the above:

### **Permission/Photo Release:**

*I hereby give my consent for the above child(ren) to participate on the HFST. The above child(ren) is/are in good health, do not have any illnesses and is/are physically and mentally able to participate in swim team activities. I agree not to hold the Hidden Forest Homeowners Association (HFHOA) liable for any injury or illness. I hereby consent and give permission to the alternate adult or physician listed above or HFHOA and its representative to secure any and all medical treatment or hospitalization which is deemed necessary for the safety of the child(ren). I assume all financial responsibility for the delivery of such care.*

**Signature of Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

## Hidden Forest Swim Team Registration 2009

**Volunteer Agreement:** Each family **MUST** volunteer at least one adult to help work every meet. Below is a list of volunteer positions. Please sign up below for each meet. Some positions fill faster than others. In order to accommodate all requests, we ask that you only sign up for a timer position for one meet. If you are willing to be a backup timer, please indicate that at the bottom of this form. Ready Bench Parent is a season long volunteer position and you need not volunteer for another position if you want to work that area. Stroke & Turn Judges are required to attend a short pre-season training session.

Stroke and Turn Judge	Concessions worker	Timer
Runner/Water Provider	Ribbon Writer	Score Keeper
Check-In Table	Ready Bench Parent	

Detailed descriptions of these volunteer positions can be found in the HFST Parent handbook on the Hidden Forest HOA Website.

### Meet #1

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

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### Meet #2

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

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### Meet #3

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

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### Meet #4

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

Volunteer \_\_\_\_\_ Position \_\_\_\_\_

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**Yes! I am willing to be a backup timer. Name:** \_\_\_\_\_