



# *Squad Handbook* *For*

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## Introduction

It is an achievement to be selected to enter the squad and one that you should be proud of. Being selected brings expectations in terms of attitude, attendance, behaviour, determination and self belief. These are skills and qualities that are appropriate to all aspects of life; both now and in the future. Squad membership requires dedication and commitment by all - swimmers, coaches, parents, and the Management Committee of Bath Dolphin SC.

This handbook provides a framework to help you understand the requirements of being a competitive swimmer. It is a "living document" therefore you will need to complete and update various "activity sheets" on a regular basis. Over time you will build up a history of your competitive swimming career. Additional other useful information will be available for use via the Bath Dolphin SC website: [www.bathdolphin.co.uk](http://www.bathdolphin.co.uk).

If you need help in understanding or completing certain parts of the handbook then please ask your coach (and/or parents).

Swimming is a life long activity and helps provide many great opportunities for success, friendships and enjoyment. The more **you** understand why you swim and how it interacts with other parts in your life, then the greater the chance of **your** personal success and enjoyment.

Best wishes to you and may your swimming dreams come true.

BDSC Coaches

## Aims and Objectives of the Squad

To provide an environment that allows swimmers to develop their skills and build a base that enables them to move through the levels required for competitive swimming by:

- Coaching and improvement of the 4 competitive strokes.
- Coaching and improvement of turns (including Individual Medley) of the competitive strokes.
- Racing starts and relay take-overs (with safety aspects).
- Lane organisation, discipline, conduct and safety.
- Training methods appropriate to technique, age and physical ability.
- Use of pace clock, stroke counting, pulse taking, controlled pacing.
- Introducing and developing mental racing skills methods.
- Development of team spirit.
- Importance of enjoyment of swimming.

## Squad Membership

Membership of the squad is at the discretion of the Management Committee of BDSC and will normally be based on achieving a consideration time on two different strokes as detailed below. All squad membership is reviewed periodically but at least once a year when you will be advised whether you can remain in the squad.

### Junior Squad (age as at 31 December):

Female & Male					
Age Group	Distance	Butterfly	Back Crawl	Breaststroke	Front Crawl
8 Years	25 Metres	25.60	27.00	29.40	23.50
	40 Yards	40.00	41.00	47.00	38.00
9 Years	25 Metres	23.20	24.70	27.20	21.00
	40 Yards	35.00	36.00	41.00	31.00
10 Years	50 Metres	55.00	50.00	56.00	44.00
	60 Yards	1:01.00	55.00	1:02.00	49.00
11 Years	50 Metres	49.00	46.00	52.00	40.00
	60 Yards	54.50	51.00	57.00	44.00
12 Years	100 Metres	1:39.40	1:32.00	1:44.80	1:22.80
	100 Yards	1:29.50	1:23.10	1:34.50	1:14.50

### Competition Squad (age as at 31 December):

Female					
Age Group	Distance	Butterfly	Back Crawl	Breaststroke	Front Crawl
13 Years	100 Metres	1:30.40	1:29.00	1:40.00	1:18.00
14 Years	100 Metres	1:27.50	1:26.00	1:36.00	1:15.50
15 Years	100 Metres	1:24.50	1:23.00	1:32.00	1:13.00
16 Years	100 Metres	1:22.00	1:20.00	1:29.00	1:11.00
17+ Years	100 Metres	1:20.00	1:17.00	1:26.00	1:09.00

Male					
Age Group	Distance	Butterfly	Back Crawl	Breaststroke	Front Crawl
13 Years	100 Metres	1:30.40	1:28.00	1:37.00	1:17.00
14 Years	100 Metres	1:25.00	1:24.00	1:31.00	1:12.00
15 Years	100 Metres	1:20.00	1:19.00	1:26.00	1:07.50
16 Years	100 Metres	1:15.00	1:15.00	1:22.00	1:03.50
17+ Years	100 Metres	1:10.00	1:11.00	1:18.00	0:59.50

## Training and attendance

Each squad has an allocated number of sessions. These are based on ASA age/ability related guidelines. You will be expected to attend a minimum of two sessions with the coach/squad allocated to you, however, improvement in performance may only come with attendance at all sessions allocated.

## Behaviour and attitude

You are expected to:

- Comply the Bath Dolphin SC code of conducts and anti bullying policy further details – see Bath Dolphin SC website.
- Be ready to swim at least 5 minutes before the session start time.
- Wait for instructions from the coach before entering the water.
- Be prepared to swim the session as provided by the squad coach.
- Respect the other swimmers in their lane and squad as well as the coach.
- Behave in an appropriate manner to other swimmers and coaches.
- Behave in an appropriate manner whilst in the pool building, including the changing rooms, show respect to members of the public who may also be using the facilities.
- Show enthusiastic support to fellow team members.
- Toilet breaks will only be permitted once training sets have been completed.
- Only swim in the sessions allocated to their squad.
- Inform their coach of attendance at any training sessions other than those allocated by Bath Dolphin S.C.

## Timekeeping

Any squad swimmer who is late for a training session may not be allowed to train in that session. Repeated lateness may result in you losing your place in the squad.

## Equipment

You should ensure that you have the following equipment (which can be purchased from the Dolphin desk on Tuesday evenings) for every training session:

- Kick Board.
- Flippers.
- Goggles (+ spare and correctly adjusted).
- Swimming Hat (mandatory for those with long hair).
- Pull Buoy.
- Drinking bottle (full with either water, diluted squash (1 part juice to 5 parts water), or non-fizzy sports drink).



## Club kit

It is expected that Club kit will be worn at competitions and when racing. This can be purchased from the Dolphin desk on Tuesdays evenings at Bath Sports and Leisure Centre.

## Gala Selection

The Squad competes in many different types of competitions each year including leagues, inter-club, county, district, national and open meets. Every squad swimmer is given a fixtures list in December for the following year. You are expected to represent the Club in a league gala or any meet when selected and to enter other competitions as recommended by your coach.

Where necessary please ensure that your entry forms (correctly completed including ASA Registration number – see below) and payments are with your coach by the date as written on the forms. Late entries will not be accepted.

Failure to attend galas may affect your place in the squad.

## Information

This will be distributed either via your coach, the Club notice board and/or website. It is your (and parents/guardians) responsibility to monitor the notice board and website for new information.

## Amateur Swimming Association (ASA) Registration Number

This is a number personal to each swimmer that the ASA allocates. It is required when entering certain competitions:

Your number is

## Who's Who

Please complete for future reference (this information can change every November after the Annual General Meeting):



Position	Name & Contact Details
President	
Chairman	
Secretary	
Treasurer	
Club Coach	
Your Coach	

Position	Name & Contact Details
Team Manager	
Girls Captain	
Boys Captain	
Squad Awards Organiser	
Open Meets Organiser	
Welfare Officer	
Public Relations Officer	

### Training – Why?

Did you know:



- At rest the body generates the same amount of heat as a 100 watt light bulb and when it exercises this can increase by at least 10 times.

- If all the potential energy stored in the body was released at the same time the human body would burst into flames!


Your body requires energy to work (e.g. bending your arm, watching the TV, thinking, sleeping etc). To provide energy 3 things must work together, these are:

- Fuel supply facilities – various parts of the body, e.g. the liver, lungs.

- A transport system – blood, heart and blood vessels.

- Power Station – within every cell of the body.



Energy is produced in a series of very complex steps within power stations. In these steps fuel (foodstuffs - normally carbohydrates) is taken from the storage facilities via the transport system and broken down into a gas (carbon dioxide) and water. In fact just like electricity is produced in a coal fired power station!

Power stations can work in 2 ways:

- **Aerobic** – with oxygen. This is the best way but takes a long time for energy to be produced and goes on indefinitely.
- **Anaerobic** – without oxygen. This is the quickest way to produce energy but less is produced and only for a short period of time.

There are 3 main types of water based training:

- **Technique (or skill)** – the most important. The better you can do something (e.g. swim a stroke, do a turn) then the easier it is and therefore less energy is required.
- **Endurance** – your ability to swim for a period of time without being tired or put it simply improving your transport system (making sure the roads, railways, vehicles, trains and planes etc are working correctly and can supply fuel to the power stations quickly).
- **Sprint** – your ability to swim fast or in other words making sure the power stations can supply energy as quickly as possible.

There are many different methods for each type of training. Each training session is part of a bigger plan that your coach has devised and depending on your age and stage of the plan, will determine how much, how often and what method is used.

So, you see, training is not just swimming up and down the pool in a mindless fashion! It is about improving your ability to:

- move through the water using the least amount of energy;
- ensuring fuel can be delivered to the power stations;
- power stations producing energy effectively.

***All of them are like links in a chain and a chain is as only as strong as its weakest link!***



## ASA Competitive Awards

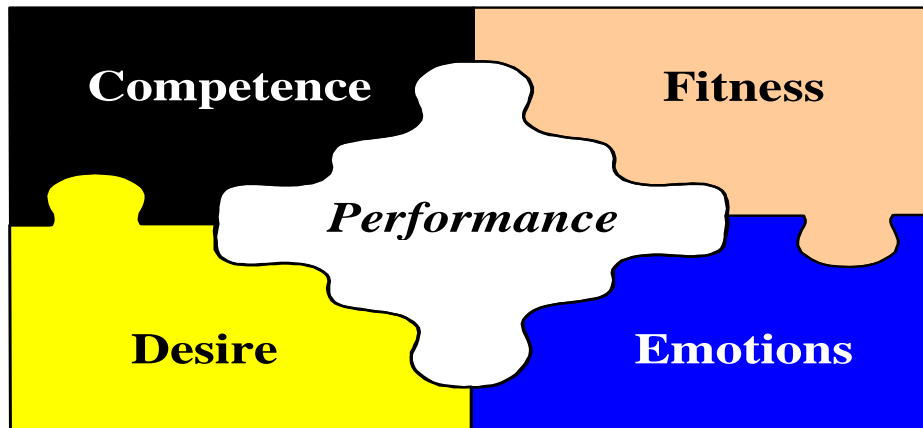
To encourage squad swimmers to acquire good skills in the various aspects of competitive swimming BDSC operates the ASA Competitive Awards scheme. The scheme consists of the following awards:

- **Competitive Start Award** - a statement of competence in performing racing starts as recommended by the ASA and leading bodies concerned with safety in swimming pools;
- **Competitive Swimming Stroke Awards** - to ensure swimmers develop their stroke technique to the best of their ability and to a level of competence as recommended by the ASA;
- **Competitive Swimming Performance Awards** - once stroke technique has been mastered these awards provide an excellent incentive for swimmers to swim fast;
- **Competitive Swimming Merit and Advanced Awards** - this encourages swimmers to be versatile.



## Giving Yourself The Best Chance

Your ability to do well (perform) is like a jigsaw. Take one piece away and it is not complete.



- **Competence**
  - Knowledge – what you have learnt so far (including good/bad experiences).
  - Experience – putting into practice what you learnt over time.
  - Skill – your ability to do something (e.g. start, stroke, turn, finish) when you want to, especially when competing.
- **Fitness** – current fitness level, number of training sessions attend, amount of effort whilst training (physical and concentration), current health, physical status (e.g. are you growing? losing muscle definition etc).
- **Emotions** – level of nervousness, feeling happy or sad.
- **Desire** – how badly do you want it? Goal setting, concentration, confidence.

Dedication, self belief, determination and team work are required.



I did  
I will  
I can  
I think I can  
I might  
I think I might  
What is it?  
I wish I could  
I don't know how  
I can't  
I won't

**With A Little Help From My Friends**

## Muscle Memory - Impact on Technique

Join the dots from A to F and form a shape like the letter “S” and “reverse S” with nice round lines but make sure you go through each dot. Repeat at least 5 times.

. B

. B

. C

. A A .

. C .

Left  
Hand

Right  
Hand

. F

. D D .

. F .

. E

. E .

Are there different lines? If “no” you have very good and consistent technique and you drew the same shape each time. If “yes” then this shows that it is possible to have variations when doing the same thing at different times.

If there are variations doing a simple thing of drawing shapes by joining dots then think how many variations you could have when doing the complex movements in starts, strokes, turns and finishes! This is why it is essential to concentrate on technique at all times.

**99% Perfect Is 100% Imperfect**

## Why Do I Swim



Knowing why you swim and what aspects are important is crucial to determining your goals. If you don't know why then why bother? Fill in the questions below to help you find out why. Spend a **maximum of 1 minute** per question and write down your first thoughts.

Why do I swim?	
Do you enjoy it more or less than when you started and why?	
What do you like about swimming?	
What do you dislike about swimming?	

How important to you is (circle a number):

	Very Low		Low		Medium		High		Very High	
Training	1	2	3	4	5	6	7	8	9	10
Competition	1	2	3	4	5	6	7	8	9	10
Social Aspect	1	2	3	4	5	6	7	8	9	10

How much do you enjoy (circle a number):

	Very Low		Low		Medium		High		Very High	
Training	1	2	3	4	5	6	7	8	9	10
Competition	1	2	3	4	5	6	7	8	9	10
Social Aspect	1	2	3	4	5	6	7	8	9	10



Stop here. The next day or some days later turn to the next page.



Look at each question and your answers again. Are your answers the same today?  
 If no change using a different colour pen.

Do **you** now have a better understanding of:

- Why you swim?*
- What you like about swimming?*
- What you dislike about swimming?*
- What is important to you?*
- What is enjoyable to you?*

If “no”, do you want to discuss or require help on this questionnaire?      **Yes/No**

<p>What can your coach do to help develop and maintain your motivation and enthusiasm for swimming? Have you told him/her?</p>	
<p>If your coach/parents saw this completed questionnaire how would you feel?</p>	
<p>Date Completed:</p>	

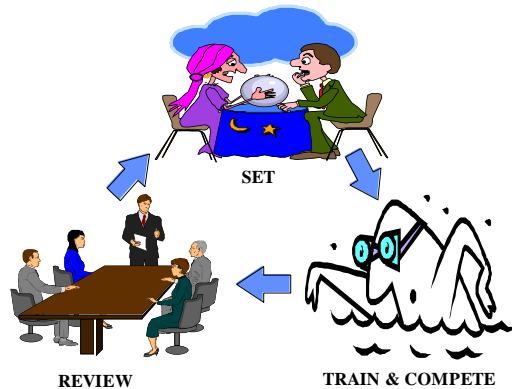
**The More Clearly You Know Why The More Likely You Are To Achieve It**

## Goal Setting

A goal is something **YOU** want to achieve. It can be for example:

- improvement in a time;
- improvement in technique - stroke/start/turn/finish;
- achievement of a qualifying time - Western Counties or National;
- achievement of a certificate/badge - ASA competitive stroke/performance award;
- attending training sessions on a more regular basis.

Goal setting is a continuous cycle:



- all stages are important, without one the cycle fails;
- look into the future and set your goal(s);
- train and compete to the best of your ability;
- after a given time (e.g. 6 months) review your goal(s):
  - have you met your goal(s)?
  - are you still on target to meet your goal(s)?
  - are you better/worse than you had planned?
- once reviewed reset/set new goal(s) as appropriate.

A goal must be:

- S** - specific - if it is not, how do you know what you want to do?
- M** - measurable - if it is not, how do you know if you have achieved it?
- A** - achievable - if it is not, why do it?
- R** - relevant - if it is not, why do it?
- T** - time based - if it is not, how long do you give yourself?
- E** - exciting - if it is not, why do it?
- R** – rewarding - if it is not, why do it?

When setting a goal give it plenty of thought and get advice if necessary. A short-term goal (e.g. 6 months) should be a stepping-stone towards a long-term goal (e.g. 12 months).

12 months goal \_\_\_\_\_

6 months goals (maximum of 4):

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

Date set: \_\_\_\_\_

Review date: \_\_\_\_\_

**We Choose To Go To The Moon And Do The Other Things Before The End Of This Decade, Not Because They Are Easy, But Because They Are Hard.**

*John F. Kennedy, President of USA, over 6 years before man first landed on the moon in 1969.*

## Act Consistently With Your Goals

When I watch swimmers train or listen to them talk during training sessions, I often notice that they seem to have the most unlikely goals. Judging from their behaviour I speculate that their goals are:

- To arrive late.
- To stand about talking to team mates rather than listen to the coach.
- To avoid doing anything hard.
- To go fast only when the coach is looking.
- To get their team mates to go slowly, so they won't look bad.
- Not to lead the lane.
- To talk the coach into longer rest intervals.
- To talk the coach into doing fewer repeats.
- To talk the coach into ending training early.
- To adjust and re-adjust their goggles.
- To frequently go to the toilet.
- To walk as far as possible at the start of a swim in the shallow end of the pool.
- To be the last one in the water at the start of the training session.
- To delay the start of the training by getting the coach to talk.
- To have additional rest by pretending to have a stitch or cramp.
- To see how many unseen breaths can be taken on a hypoxic set.
- To see how many lengths they can miss without the coach noticing.
- To do less or, better yet, no Butterfly.

**Is this you?**

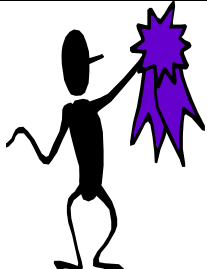

# The Real Deal!

Do you pretend to be the “real deal” or are you the “real deal”? All great swimmers are the “real deal”, for example, they are hard working, disciplined, and support their fellow team members. Find out how much of the “real deal” you are by taking the quiz below. All you have to do is compare what you do to the 30 things real swimmers do. Every time you have a match put a ✓ alongside. When you have finished add up the number of ✓ you have and compare against the scores in the “Real Deal Score Box.”

## A “Real Deal” Swimmer .....

1. Never arrives late for training \_\_\_\_\_
2. Has perfect or near perfect attendance at training \_\_\_\_\_
3. Never stops in the middle of a training set (unless it's an emergency) \_\_\_\_\_
4. Never looks for the wall on backstroke (both in training and competition) \_\_\_\_\_
5. Is never afraid to race in any event in a competition \_\_\_\_\_
6. Trains on all four strokes \_\_\_\_\_
7. Drinks water/sports drink in training \_\_\_\_\_
8. Is willing to try new things (e.g. new start, stroke, turn) \_\_\_\_\_
9. Sets goals \_\_\_\_\_
10. Understands the importance of training and trains to the best of their ability \_\_\_\_\_
11. Supports their fellow team members at competitions \_\_\_\_\_
12. Leaves every training session knowing they have done their best \_\_\_\_\_
13. Goes to see their coach before and after every race \_\_\_\_\_
14. Treats everyone in the team with respect \_\_\_\_\_
15. Listens when the coach is talking \_\_\_\_\_
16. Knows all of their personal best times \_\_\_\_\_
17. Never leaves a training session early (unless it's an emergency) \_\_\_\_\_
18. Knows why they swim and why it is important to them \_\_\_\_\_
19. Swims their “heart out” in every race \_\_\_\_\_
20. Wears club kit at competitions \_\_\_\_\_
21. Thinks about swimming technique \_\_\_\_\_
22. Is never satisfied and always wants to improve \_\_\_\_\_
23. Never forgets his or her equipment (water bottle, cap, goggles, float etc) \_\_\_\_\_
24. Always has a spare pair of goggles at competitions \_\_\_\_\_
25. Swims fast into every turn in training as if it was in a race \_\_\_\_\_
26. Never swims one arm butterfly unless told by the coach \_\_\_\_\_
27. Always performs excellent streamlining off the wall and after a start \_\_\_\_\_
28. Swims fast into every finish in training as if it was in a race \_\_\_\_\_
29. Does not like failure, but does not fear it, and learns from it \_\_\_\_\_
30. Loves swimming and treats it as if it was more valuable than gold \_\_\_\_\_

**Total** \_\_\_\_\_

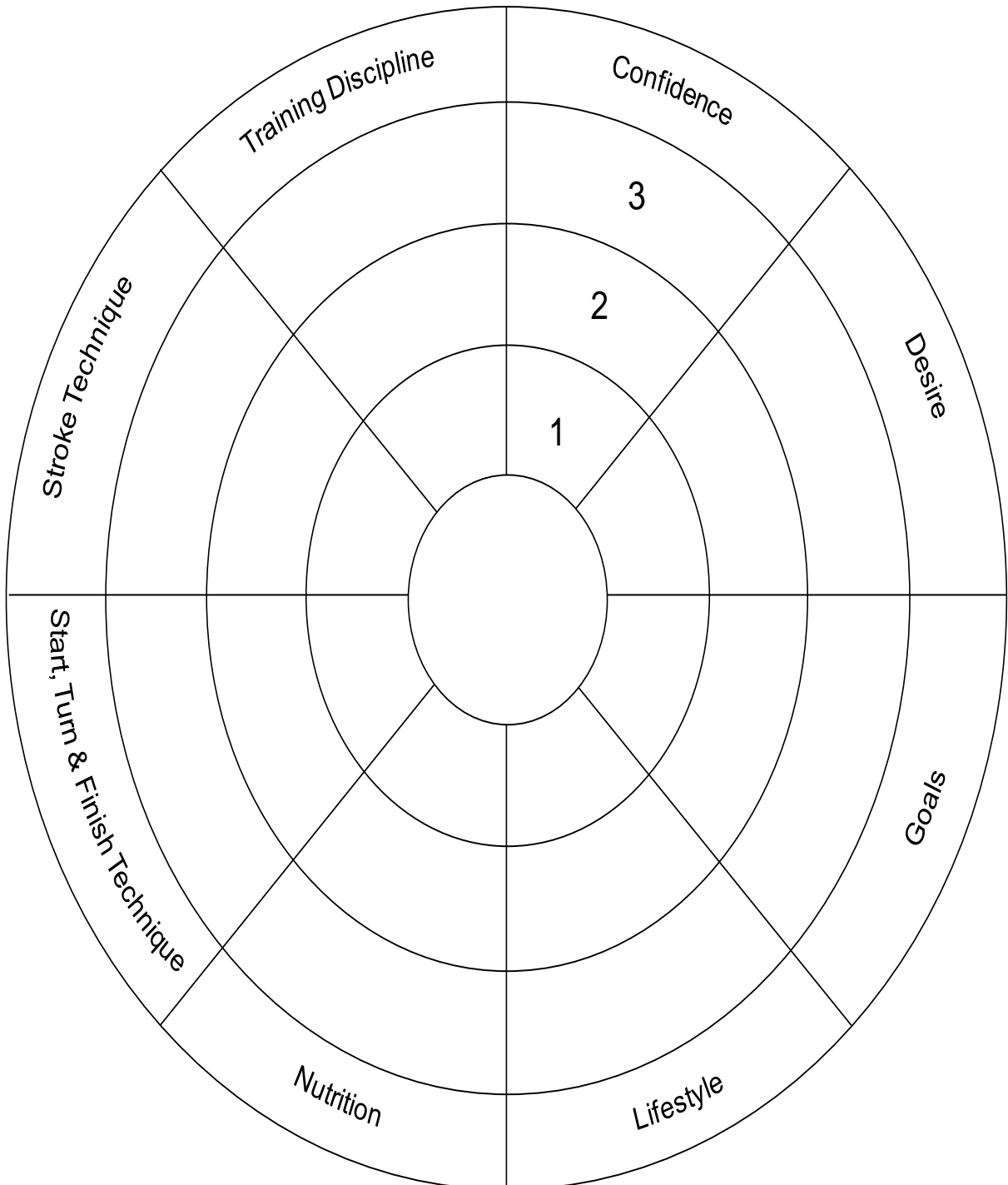
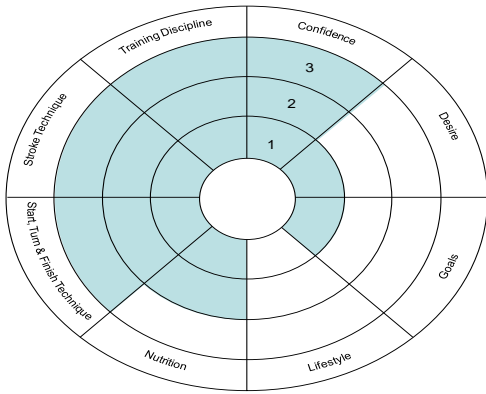
	<h2 style="margin: 0;">Real Deal Score BOX</h2> <p style="margin: 5px 0;">28 – 30 Congratulations! You are the “Real Deal”</p> <p style="margin: 5px 0;">25 – 27 You are just about getting there</p> <p style="margin: 5px 0;">22 – 25 You are closer than what you think</p> <p style="margin: 5px 0;">20 – 21 You are on the way</p> <p style="margin: 5px 0;">17 – 19 It is a start!</p>	
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## **The Swimmer's Wheel**

All great swimmers have one thing in common – they know their strengths and weakness, and constantly strive to improve them. Their “swimmer wheel” is complete. To determine how complete your wheel is look at the table below and shade in the zones for each of the categories where you meet the requirement. The aim is for all 3 zones for each category to be complete. Any zones that are not shaded are areas that need to be improved. A completed example is also shown below.

<b>Category</b>	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>
<b>Confidence</b>	You get nervous but normally manage to positively focus it.	You are never afraid to race in any event. You recognise the early signs of nerves & know how to manage them.	You love the “gladiatorial challenge” of racing & treat competitors with dignity & respect.
<b>Desire</b>	You are willing to try new things (e.g. start, turn) and know your personal best times.	You do not like failure, but do not fear it, and learns from it.	You are never satisfied and always hungry for more.
<b>Goals</b>	You understand the reasons why you swim and what you want to achieve.	You have a 1 year goal plan that is reviewed every 6 months.	You have a rolling 4 year goal plan that is reviewed at least every 6 months.
<b>Lifestyle</b>	Is normally balanced (e.g. sleeping, social aspects, nutrition) but sometimes can't be bothered.	Most of the time it is balance but not when under pressure from friends who do not swim or others less discipline athletes.	Lifestyle is completely adjusted to your swimming goals and you do not allow others to have a negative influence on you.
<b>Nutrition</b>	You drink water/sports drink every training session.	You have a balanced varied diet but occasionally eats too many sweets and fast food!	Diet is completely adjusted to ensure the best chance for energy, recovery and success.
<b>Start, Turn &amp; Finish Technique</b>	Powerful start, effective streamlining, fast into the wall but only when racing.	As Zone 1 but also when undertaking sprint training.	As Zones 1 & 2 but all types of training and you look for ways to improve.
<b>Stroke Technique</b>	You concentrate on your No 1 stroke but sometimes can't be bothered especially when tired.	You concentrate on your No 1 & 2 stroke even when tired.	You concentrate on all 4 strokes all of the time especially when tired in training or a race
<b>Training Discipline</b>	You are always on time for every session, have all your equipment and leaves every session knowing you have done your best.	Aware of, and considers other swimmers training needs.	100% attendance excluding illness/injury. Completes training sets with total dedication – even the ones you hate!







### Training Attendance Register

Recording your weekly training attendance and noting things of relevance (e.g. ill health, work commitments, school exams etc) will help towards building the “jigsaw” when assessing your performance and progress towards your goal(s).

Week No.	Week Starting (Date)	No. of Sessions For Your Squad	No. of Sessions You Attended	Weekly Training Volume (metres)	Notes	How Do You Feel About This?
		3 / 5				
		3 / 5				
		3 / 5				
		3 / 5				
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		3 / 5				



# Competition Performance Target And Evaluation

To help you assess your performance in a competition complete the table below.

*Set times you will be happy (☺), ok (☹), and disappointed (☶) with per event.  
Your Coach can also complete if you wish.  
After competition (jointly with coach if wished) evaluate the result.*

Date	Event	Swimmer			Coach			Outcome
		☺	☹	☶	☺	☹	☶	
								☺ ☹ ☶
								☺ ☹ ☶
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								☺ ☹ ☶



# Swim Time Performance Log

## Butterfly

Date	Dist	Time

Date	Dist	Time

Date	Dist	Time

## Back Crawl

Date	Dist	Time

Date	Dist	Time

Date	Dist	Time

## Breaststroke

Date	Dist	Time

Date	Dist	Time

Date	Dist	Time



# Swim Time Performance Log Continued

## Front Crawl

Date	Dist	Time

Date	Dist	Time

Date	Dist	Time

## Individual Medley

Date	Dist	Time

Date	Dist	Time

Date	Dist	Time

## Last Thoughts

### The Ultimate Performance, Goal, And Team Effort?

“25 years ago, Mike Collins, Buzz Aldrin and I were preparing to join a unique journey of exploration - a culmination of a decades work with an aim to land men on the moon. Thousands of people – scientists, designers, astronauts and technicians had made their own contribution to the space programme - we were determined that their efforts would not be in vain.

For me it was an opportunity to bring to bear all the knowledge that I had accumulated during my career. Flying and engineering were obsessions with me. I earned a pilot’s licence before a driving licence. I had been a navy pilot and an experimental test pilot. Space exploration seemed to be the next great challenge, and I for one was happy to accept it.

We worked days and nights for almost 8 years with that single goal in mind – landing men on the moon. We did have difficulties and set backs along the way. Many risked their lives and some gave their lives but for all of us the dream of venturing beyond our own planet was too powerful to resist. We wanted to push the limits of space flight. We also knew that we were not the only ones with the same ambition.”

*Neil Armstrong (1994)  
First man on the moon in 1969*

### Belief

“... the vision you have is yours alone  
To know yourself  
To control yourself  
To conquer yourself  
For yesterday is today’s memory  
And tomorrow is today’s dream  
How often have you sailed in your dreams?  
As strong as the strongest link in your chain  
Free to go where you wish  
And be who you are  
Your race to learn has begun  
Your purpose is to find perfection  
To see the furthest goal and strive to achieve it  
Everything that limits you set a side  
Be limited by nothing at all”

*Anon*