



Thank you for your interest in Westfield Aquatics (“WA”)! Please read our General Information Packet thoroughly. If you have further questions please send an email to manager@swimwestfield.org.

General Club Information

Where do we train?

Westfield Aquatics trains at the Westfield Washington Schools Aquatic Center which contains a ten-lane, 50-meter pool. The facility is located at 851 E. 181st Street in Westfield, Indiana, just ½ mile west of Westfield High School. Swimmers enter in Door #2 (the west facing door). Please remember that the Westfield Washington Schools Aquatic Center is a WWS building as such WA is required to follow their policies at a minimum.

Practice Groups

We use a progressive multi-level team structure designed to challenge each swimmer’s development physically and mentally. At each level, all swimmers are encouraged to achieve the objectives and goals set out by the swimmer and coach. This structure promotes long-term success and enjoyment of the sport of swimming. The coaching staff encourages parents to embrace the fact that each child is different and progresses at their own rate. All group assignments are made by the coaching staff after an evaluation session for new swimmers, or by evaluating the progression of current swimmers on the team.

Practice Schedules

Practice schedules can be found under the tab for seasonal info ie; “Fall/Winter 2023-24 Info” tab.

Meet Schedule

The Short Course (Fall) meet schedule can be found under the season tab, “Fall/Winter 2023-24 Info” tab. This schedule is subject to change based on participation and availability.

Block Scheduling

WA offers convenient Block Scheduling for swimmers in Developmental, Age Group 2, Age Group 1 and Age Group Advanced. As explained later these groups generally encompass our younger athletes, from ages 5-12.

Developmental, Age Group 2 and Age Group 1 blocks are typically in 6-week segments with a week or two break between each block. Age Group Advanced will run in roughly 8 week blocks without the normal week or two break between each block. We believe the blocks allow your swimmer to participate in other activities as well as swimming. WA feels that this offering allows a well-rounded approach to younger

athletes' development. Additionally, you pay for each Block as you go, no long-term commitment. There are 6 blocks offered through the year.

Please see the Block/ Payment Schedule link under the 2023-24 Fall/Winter Season tab on the website for date range of each block.

Developmental Group

(K-2nd grade), Ages 5-7

- Must swim 1 length (25 yards) of Freestyle or Backstroke to be eligible for team.
- Participation in local meets is recommended.

Age Group 2

(2-4th grade), Ages 7-9

- (2nd grade), 7-year-old - must be a returning USA Swimming athlete or have summer league experience, must be proficient at Freestyle and Backstroke, and have working knowledge of all 4 strokes.
- (3-4th grade) 8-9-year-old - Must be able to swim 25 Freestyle and 25 Backstroke.
- (4th grade) 9-year-old - New to swimming. Must be able to swim 25 Freestyle and 25 Backstroke
- Participation in local meets is highly recommended.

Age Group 1

(3-5th grade), Ages 9-11

- (3rd grade), 9 year-old. Must be a returning swimmer. Must have 4 (9-10 age group) divisional times or 9-10 Age Group State Qualifying times. Must be able to practice effectively in all 4 strokes, kick and IM.
- (4th grade), 9-10 year-old. Must be a returning swimmer. Must have divisional times. Must be able to practice effectively in all 4 strokes, kick and IM.
- (4-5th Grade) 10-11 year-old. New swimmers to the sport, must be able to swim 100 Freestyle and 50 Backstroke to be eligible for the team.
- Participation in meets is a very important part of their continued development.

Age Group Advanced

(5-7th Grade), Ages 10-13

- (5th Grade), 10-11 year old. Must be a returning swimmer. Must have divisional time standards. Must be able to practice effectively in all 4 strokes, kick and IM
- (6th-7th Grade) 12-13 year old. New swimmers to the sport, must be able to swim 100 Fr and 100 BK to be eligible for team.

- Participation in meets is a very important part of their continued development.

Costs associated with participation in the above groups can vary; however, you can plan on the following:

- **Block Training Fee:** flat fee for Block in which your swimmer participates.
- **USA Swimming Membership (must be done directly with USA Swimming):**
 - #1 Flex (\$30)* - is year-round but limited in benefits. Flex Members are limited to two competitions in a calendar year AND are not allowed to swim in any championship level meets (i.e. Divisionals and above). **The swimmer must be 12 years old or younger to be eligible.** This membership may be upgraded at any time throughout the year by payment of the additional registration fee of \$55.
 - #2 Premium (\$85)* – is year-round with no restrictions on number or level of meets. If you know your swimmer will participate in more than two meets, signing up for this type of membership will save you a step in the future.
- **Fundraising fee:** One time \$60 charge per Dev. AG2, AG1 and AGA athlete in lieu of fundraising activities. No selling or beating the bushes for donations for a swim a thon.
- **Meet Entry Fees:** Swimmers are responsible for paying entry fees to all competitions in which they are entered. These fees vary depending on the type of competition and the number of events entered and generally range from \$20-\$60 per meet. Meet entry fees are determined by the host club and are automatically applied to your monthly bill and paid accordingly.
- **OPT OUT: NEW FOR BLOCKS THIS YEAR. Athletes must opt out of the next block session by the opt out date.** (opt out dates will be determined by the start of the block and the next billing cycle). They will be announced and added to the billing schedule asap. Opting out will reduce the time families spend reregistering for each block and reduces the staff administrative time, allowing TU to automatically figure multi swimmer discounts.
- **Family Discounts:**
 - Westfield Aquatics applies a 10% discount in training fees for the second swimmer, a 20% discount in training fees for the third swimmer, 30% discount in training fees for the fourth, 5 or more athletes 100% discount.
 - Discounts are applied from the highest-fee group to the lowest-fee group. Discounts are not applied to registration, meet, or fundraising fees.
- **Apparel Costs:** Westfield Aquatics requires all swimmers to compete in Westfield Aquatics competitive gear. This includes a Westfield Aquatics suit (**at your expense**) and cap (**1st cap provided by WA**) for all competitors, male and female. Additional caps can be purchased directly from our coaches. Athletes will also receive one team t-shirt the beginning of the season (provided by WA). Any championship meet participants will receive an additional t-shirt for championship meets (provided by WA).
- **Equipment Costs:** Westfield Aquatics provides kickboards to our swimmers in the Developmental, Age Group 2, Age Group 1 and AG Advanced groups. The following groups have a list of recommended additional equipment (**at your expense**).
- *Age Group 2:*
 - Fins (rubber)
 - Mesh bag (optional for storage/transport of fins)
- *Age Group 1:*

- Fins (rubber, recommend Arena Short Fin)
- Snorkel
- Mesh Bag (optional for storage/transport of fins)
- *Age Group Advanced:*
 - Fins (Highly recommend Arena Short Fin)
 - Snorkel
 - Mesh Bag (optional for storage/transport of fins)

Please contact [Elmore Swim Shop \(317-208-3000\)](#) or [click on their link on our website](#), to purchase team suits and equipment for your swimmer's group – just tell them what practice group your child is in, and they can make sure you get the right equipment.

Year-Round Swimming Options

WA offers year-round swimming for those swimmers who have either aged into these groups or who are competitively ready for increased training. Generally, we offer practice for these groups 6 days per week.

Age Group Elite

For Age Group Elite, there are two seasons, which comprise the entire year. Short Course (winter) and Long Course (Summer). Your swimmer may participate in one or both. When your swimmer commits to a season, you are committing to paying all training fees through the remainder of the season. After registering, we do not pro rate monthly fees or provide refunds for months when swimmers do not participate or miss practices. **If your swimmer will NOT be participating in the Long Course (Summer) season, you will need to notify the team business manager (manager@swimwestfield.org) so you will not be charged for the summer, otherwise, it will be assumed that your swimmer is continuing.**

Age Group Elite consists of 6-8th Grade, Ages 12-14 with the following requirements:

- (6th grade) 12-year-old - Must have a state qualifying time in the 11-12 age group. Must be able to train all 4 strokes, kick, IM and for the 500 Freestyle. Must be able to train 8x100 Freestyle on 1:40; 6x100 IM on 1:50; 6x100 kick 2:00.
- (6-7th Grade) 12-13 year-old - Must have 6 or more Divisional Qualifying times and be able to train all 4 strokes, kick, IM and for the 500 Freestyle. Must be able to train 8x100 Freestyle on 1:40; 6x100 IM on 1:50; 6x100 kick 2:00.
- (7th grade) 13-year-old - Must have Divisional Qualifying times and be able to train all 4 strokes, kick, IM and for the 500 Freestyle. Must be able to train 8x100 Freestyle on 1:40; 6x100 IM on 1:50; 6x100 kick 2:00.
- (8th grade) 13-14-years-old - Must be able to swim 200 Freestyle and 100 Backstroke to be eligible for the team.
- Participation in Meets is critical for the continued development.

Senior

Senior consists of High School Freshman and older. All swimmers in this group must be able to meet the physical demands and times of the Senior Practices and all swimmers are expected to compete in meets.

Costs associated with participation in Age Group Elite and Senior can vary; however, you can plan on the following:

- **Registration Fee:** \$90 for each swimmer annually. This fee includes a team shirt and swim cap and Westfield Washington Schools' facility usage fees.
- **USA Swimming membership:** \$85 for Premium membership. **You must register DIRECTLY with USA Swimming.** This is a new requirement mandated by them.
- **Training/Practice Fees:** These fees vary by group.
- **Fundraising fee:** annual fee of \$100 charged in lieu of fundraising activities per athlete.
- **Meet Entry Fees:** Swimmers are responsible for paying entry fees to all competitions in which they are entered. These fees vary depending on the type of competition and the number of events entered and generally range from \$20-\$60 per meet. Meet entry fees are determined by the host club and are automatically applied to your monthly bill and paid accordingly.
- **Family Discounts:**
 - Westfield Aquatics applies a 10% discount in training fees for the second swimmer, a 20% discount in training fees for the third swimmer, 30% discount in training fees for the fourth, 5 or more athletes 100% discount.
 - Discounts are applied from the highest-fee group to the lowest-fee group. Discounts are not applied to registration, meet, or fundraising fees.
- **Apparel Costs:** Westfield Aquatics requires all swimmers to compete in Westfield Aquatics competitive gear. This includes a Westfield Aquatics suit (**at your expense**) and cap (**1st cap provided by WA**) for all competitors, male and female. Additional caps can be purchased directly from our coaches.
- **Equipment Costs (at your expense):**
 - Age Group Elite:
 - Fins (highly recommend Arena Short Fin)
 - Snorkel
 - Mesh Bag
 - Paddles
 - Pull Buoy
 - Kickboard
 - Tempo Trainer
 - Senior 1:
 - Fins (highly recommend Arena Short Fin)
 - Snorkel
 - Mesh Bag
 - Paddles

- Pull Buoy
- Kickboard
- Tempo Trainer

Please contact [Elsmore Swim Shop \(317-208-3000\)](tel:317-208-3000) to purchase team suits and equipment for your swimmer's group – just tell them what practice group your child is in, and they can make sure you get the right equipment. You may also visit the Elsmore link on our webpage for our team store.

Attendance

Westfield Aquatics does not have a set attendance policy. As with most athletic activities, competitive performance will improve as practice time increases. Your coaching staff spends a great deal of time preparing a practice schedule that caters to the variety of ages and ability levels. The coaching staff will take attendance daily so that the progress of each swimmer can be tracked. For those swimmers in Age Group Elite and Senior we recommend a minimum of 80% attendance rate for the optimal performance. All other groups should try to attend at least 50% of practices to keep pace with instruction.

Training Fees and Payment Schedule (AG Elite & Senior ONLY)

The monthly training fees for the 23/24 season have increased slightly from last year. Members are also charged the credit card processing fee, 2.95% + \$0.30 currently or \$1.25 for ACH transactions. ACH (via checking account) is available for recurring fees NOT one-time fees such as registration fees. For example, your registration fee is due immediately so a credit card is needed, but for recurring training fees, meet and/or apparel fees those could be set up with the ACH method which is only run on the 1st of the month. There are **two** payment options (see schedules on the following pages):

- **Option #1: Monthly Payment Plan:**

- **For Senior:** if you sign up for the monthly payment plan (i.e. the “6 payment” plan-Oct, Nov, Feb, Mar, Apr, May), there are NO payments during part of the high school season (i.e. Dec., Jan., or in June & July, see payment schedule link under the 2023-24 winter tab).
- **For Age Group Elite swimmers:** Westfield Aquatics has two seasons each year: Short Course (winter) and Long Course (summer). Monthly payments are on an “8 payment plan”- Oct., Nov., Dec., Jan., Feb., Mar. for Short Course) and (April-May) for Long Course. At the conclusion of the Winter Season in March, Age Group Elite Swimmers are assumed to be continuing **UNLESS** you notify the team business manager that your swimmer will **NOT** continue their membership through the Summer Season.

- **Option #2: Bulk Payment Plan; 2 payment option for Senior and Age Group Elite only:**

- Senior and Age Group Elite members who choose this plan receive a **5% discount** on training fees. The first bulk payment is due October 1, 2023, and the second will be due March 1, 2024. Senior Athletes Choose “2-time payment” for your “Payment Plan.” AG Elite Athletes Choose “1st bulk payment”, the second smaller payment will be billed in March automatically, when you register to pay in this manner.

- Age Group Elite Athletes must commit to year-round participation to be eligible for the bulk payment discount.
- Senior Group is a required year-round commitment.

Bulk payment schedule can be found in the Payment Schedule link under the 2023-24 Fall/Winter season tab.

NOTE for NON-Westfield High School Athletes/Club only athletes: WWS covers a portion of the high school coaches' salaries during high school season thus Westfield HS athletes do not pay WA club training fees during part of the HS season.

An additional training fee of \$400 will be assessed for December and January, (one payment only), for athletes who continue training with the CLUB team vs WHS or another HS, during HS season. WHS Athletes & athletes who will train exclusively with their HS not WA during HS season will not be charged this fee.

Non-Westfield High School athletes who continue to train with the club during HS season, pay the \$400 training fee during this time. Any athlete competing for a high school other than WHS, needs to speak with the staff about how much if any they will train with Westfield Aquatics during the HS season. An additional break/prorated fee may be offered for those who need to swim with the club during HS season a couple days per week to supplement their HS training vs athletes who train club exclusively during that time.

Online Payment: Automated Payment Processing

- Westfield Aquatics families must pay all training fees and charges online with a VISA, MasterCard, or Discover, or through Automated Bank Withdrawal (ACH). When you register you have the option to set this up, or you can set this up through your online Westfield Aquatics website account (once you log in, click "Set up Auto Pay"). All meet and training fees (as well as incidentals or fines, if necessary) will be run through our website. Please talk to a Westfield Aquatics Board Member if you have questions regarding this policy, or email manager@swimwestfield.org.

We offer two payment schedules as a *convenience* to our members—but your completed registration through our team website is your indication that you intend to pay your dues in full. There are two exceptions to this rule:

- **New members (AG Elite and Senior only):** New members are swimmers who have never been with Westfield Aquatics. New Members are granted a two-week trial period. If, during your two week trial period, you cancel your membership, Westfield Aquatics will retain \$45 of your WA registration fees to cover our costs (USA Swimming membership is completely separate since it's paid directly to them). WA will refund the balance of the registration fees you paid and you will be released from all further financial obligations.
- **Injury/Illness (AG Elite and Senior only):** Should a swimmer suffer an injury or illness that prevents him/her from practicing, the Club will refund or credit to the swimmer's account a prorated portion of the season minus a \$50 handling fee.
 - *Requirements are:*
 1. a signed doctor's note,
 2. unable to practice for more than ½ of the season, and

- 3. request must be made in writing to the Head Coach before the season in question is over.*

If you have any other billing questions, please contact manager@swimwestfield.org.

Scholarship Opportunities

Scholarship Program: Westfield Aquatics offers a scholarship program with reduced fees for families that qualify financially. More information is available on the website under the “Club Team” tab, including a form to be turned in to the Board. Contact manager@swimwestfield.org for more information.

Your Commitment to Westfield Aquatics

Financial Commitment:

When you join Westfield Aquatics, please keep in mind that you are committing to timely payment of your dues through our automatic payment system. Your child may not participate in any Westfield Aquatics practices until you have entered your payment information online through our website. If, for some reason (such as an expired credit card or inaccurate payment information), payment is not made on the first of the month in which it is due, your swimmer may not participate in Westfield Aquatics practices until an updated payment method is added. Please contact manager@swimwestfield.org so that a manual payment may be processed.

Payment Schedule

For a detailed payment schedule, including all eligible discounts. Please see the Payment Schedule link in the 2023-24 Fall/Winter tab on the website.

Volunteer Commitment:

Currently, we have four hosted meet opportunities that are known for 2023-24. Three are co-hosted with the Zionsville Swim Club; **Meet name t.b.a., Oct 7-8, The Freeze**, January 12-14, 2024 and **Beat the Heat**, late June, 21-23, 2024. WA will host the **Westfield Neighborhood Swim League Championship** in late June, 2024. All the meets will be held at our home pool (WWS Aquatic Center). Due to the short period of time between Beat the Heat and CMCV and the smaller number of volunteers needed for CMCV those two events will require one session between the two meets per family. I.e. 1 session at Beat the Heat OR 1 session at CMCV.

Staffing these meets provides our team valuable experience prior to being able to host larger meets on our own at the pool. When other volunteering opportunities arise, the Board will communicate the opportunities as soon as they are known.

Each family whose swimmer swims in more than one Block (AG1, AG2, DEV, and AG Advanced) or who is in the Senior or Age Group Elite Groups is required to volunteer at **EVERY** volunteer event/meet whether your swimmer is swimming at the time or not. This will ensure that we have adequate volunteers at each event.

If you wish to become a swim official please contact Jody Chambley at jody@chambley.com and he will discuss with you how to do so. Working meets as an official can help meet your volunteer requirements.

Families who are unable or unwilling to honor this commitment will be assessed a **\$100.00 penalty per session that is not worked. We would much rather have your time than your money, please volunteer.** We understand things come up where volunteering can be tricky. Find ways to get your shift covered by trading with other families or hire a teenage neighbor (min age 16) to help.

Website

Please check www.westfieldaquatics.org for current important club information. Your coach can answer questions regarding meet requirements.

How to Register for the Team:

To register your swimmer(s), please go to: www.westfieldaquatics.org on or after September 1, 2023. Click the appropriate *Registration* button (Senior & Age Group Elite or group blocks) and follow the directions.

For additional registration instructions please see below.

Registration Instructions

Step 1: Click on the *Registration* button in the middle of the Home page.

Step 2: Follow the instructions. At the end, you will be charged either the registration fee and fundraising fee, \$90 and \$100, respectively, for AG Elite & Senior **OR** the Block fee which varies depending on the group you selected.

If you have any questions or need help, please call (317) 660-2409 or e-mail manager@swimwestfield.org

Thank you in advance for your patience with the registration process.

Parent Checklist!

Please use this list to help ensure that you get your child ready for the season.

Before your child's first practice, please make sure to do the following:

(1) Register online at www.westfieldaquatics.org. Click the appropriate *Registration* button and follow the online instructions. Please be sure to use a contact email for your account that you check often.

Done!

(2) Set up some form of automatic payment through our team website. This will allow us to consistently and accurately bill your account on the first of each month. You may use a credit card or bank account for this secure payment system.

Done!

(3) Register directly with USA Swimming and select the appropriate membership option.

Done!

(4) If you are transferring (mid-season) from another USA Swimming team, please submit the IN Swimming Transfer Form. The form is available in electronic format on our website under "Fall/Winter 23-24 Info". Once you have filled out the form, email it to manager@swimwestfield.org. If you are unsure when your child's last meets were with their previous team—we can help you with that information!

Done!

By the end of your child's second week at practice, please make sure to do the following:

(1) Submit a proof of identification/age for your child (only if you are **brand new** to swimming or if you have never submitted it previously). Information regarding acceptable forms is available in electronic format on our website under "Fall/Winter 23-24 Info". Please photocopy the relevant information (usually a birth certificate, passport, a letter from school, or driver's license), and email the scanned copy to manager@swimwestfield.org.

Done!

(2) Order the equipment and team suit needed for your child's practice group. You can order over the phone (317-208-3000) or by clicking on Elsmore's link on our website, with Elsmore Swim shop.

Done!

(3) Stay tuned--new parent information night coming up! We will have experienced parents and coaches at the meeting to answer questions that you have as a new parent. Before the meeting—feel free to ask any questions by sending them to manager@swimwestfield.org, and they'll get you directed to the right person.

Done!