



Parent Handbook



Contents

Introduction	2
Tips for Positive Parenting	3
Keeping the Sport Fun	5
Training Guidelines	6
Swimming Equipment	7
What do the Officials do?	8
How to get Involved	8
Swimming the Healthy Way	9
Nutrition for Swimmers.....	11
Fluids and Hydration	15
Swimming Lingo.....	17
Contacts.....	19
Code of Conduct.....	20



Introduction

Dear Parent

Welcome to the New Zealand swimming community.

Swimming New Zealand is the National organisation that represents swimming – helping to ensure every New Zealander swims to their potential.

Swimming is New Zealand's third most popular recreational activity with 34.8 percent e.g. 1,139,812 New Zealanders choosing swimming as their preferred activity (SPARC 2007/8 Active New Zealand Survey). New Zealanders swim for a variety of reasons including sport, recreation, and health benefits.

Swimming New Zealand provides advice and leadership to the New Zealand community on all matters pertaining to swimming. Our Activities can be separated into three specific areas:

Education

From Learn to Swim through to High Performance education programmes.

Recreation

For those who swim for enjoyment, for the personal challenge or for the health benefits.

High Performance

The sharp end of swimming – where our best athletes compete and take on the world.

Swimming New Zealand is affiliated to the international body FINA (Federation Internationale de Natation) based in Lausanne, Switzerland FINA also represents diving, synchronised swimming, water polo and masters swimming.



Tips for Positive Parenting



Your Role as a Parent

Your primary role as a swim parent is to provide a supportive, loving and stable environment in which your child can develop as both an athlete and a good person. As a parent, you know how important it is to be a positive role model in your child's life; children feel your emotions. We encourage you to always demonstrate to your child

good sportsmanship towards all involved in the sport. This includes team mates, coaches, officials, opponents, supporters and so on. You can help your child enjoy swimming by considering and doing the following:

Developing an Athletes First Perspective

Every decision you make as a parent in supporting and directing your child in their sport should be based on what is best for the child. This perspective of "athletes first" can help some children achieve more than they would if they were consumed with the idea of winning in the short term. An obsession with winning can create a fear of failure, which can result in a less than average performance and a very upset child. Be careful with your language around performance and self-worth: "You won, you are such a good girl!" has the implication that if they hadn't they wouldn't be good. "Wow what a fantastic effort, you put everything into that swim!" can be used after a win or loss as the comment is about the performance, not self-worth. It is the coaches role to provide swimming-specific feedback on the race itself.

Build Your Childs Self-Esteem

As a parent, you are one of the main influences in your child's life and one of your most important roles is to build their self-esteem. A child with good self-esteem is more likely to be proud of their personal accomplishments, accepts challenges and new tasks and be willing to help others. On the other hand, children who find their confidence through winning can go through some very hard times when they lose. It is important that your child knows they can be successful without winning.

Ian Thorpe: "For myself, losing is not coming second. It's getting out of the water knowing you could have done better. For myself, I have won every race I have been in."

If your child is aiming to better their Personal Best (PB) for a certain race and they do so, they are successful regardless of what place they finish in; it is the best they have ever achieved and their effort is to be rewarded. PB's can be measured in race time, skills completed to given standards, stroke counts, race pacing and many other areas critical for long term improvement, not just time. As long as your child puts in their best effort, make them feel like a winner.

Let the Coach, Coach

It is the coach's job to offer your child constructive analysis on their swimming. A parent's role is to support, encourage and recognise your child's efforts. When parents attempt to coach their child, the child may become confused and their coach may then be unable to establish best practices going forward. It can be hard for a child as they become inundated with advice. It is equally important to never undermine the coach in front of the athlete, or vice versa as this can be extremely harmful to the relationship. Keep up communication with your coach, but leave the coaching to the coach.



Help and Encourage Your Child in Setting Realistic, Process Goals

The competitive side of swimming is very important in the development of athletes and the sport of swimming, however at a junior level the most important factor is participation and effort. Beating a PB and learning a new skill are both examples of realistic and attainable goals for a junior swimmer.

Process goals enable the swimmer to focus on what needs to be done to achieve, rather than what to achieve. If a swimmer has a goal to "get in the top three to get a medal" (an outcome goal) factors which can't be controlled are brought into the race i.e. other swimmers.



A process goal enables the swimmer to focus purely on what they, individually need to do in order to get the best result.

Keeping the Sport Fun



Whether your child will be the next New Zealand swimmer to win gold or whether they swim at club events only, the experience should be enjoyable.

Ensure that your child has their PB recorded each time they race; this is what they will try to beat rather than the other swimmers. PB record books are available from Swimming New Zealand at www.swimmingnz.org.nz

PB recording ensures the focus is on individual improvement rather than purely on winning or losing. Your child may come 10th in a race, but if they beat their PB, they are successful.

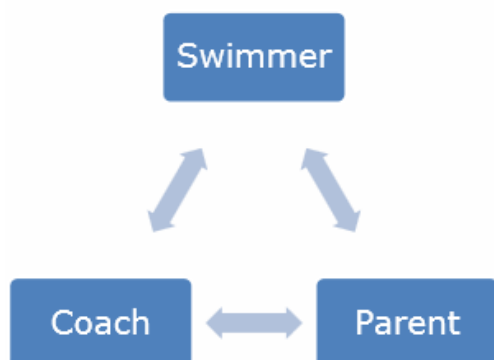
Developing skills to maintain progress over time will see greater potential improvement rather than swimming fast poorly. During the initial years of competition, the focus should be on swimming more effectively with great skills like starts, turns and under water kicking.

The XLR8 programme for swimmers aged 14 years and under is designed to encourage these processes.

Frequent, positive communication between the swimmer, parents and coach will foster a strong relationship ensuring the best overall outcomes for the swimmers.



It's important that we don't compare our children with others, particularly of the same age. All children develop physically, emotionally and psychosocially at different rates. There will be times where progress is slow and there will be a plateau of success. There will also be times when progress is rapid. Either way it is your role to support the swimmer's efforts and keep their enthusiasm high.



Frequent, positive communication between the coach, swimmer and parents is imperative for the development of the swimmer



Training Guidelines

Thanks to Swim Coaches and Teachers of New Zealand (www.nzscat.org.nz) for this section.

How much training should my son/daughter do?

This is a question frequently asked by parents. The core question is linked with two important elements of training:

1. What type of training is being undertaken? – This will determine the overall stress placed upon the individual;
2. What is the ideal duration of each session, number of sessions per week, weeks per year, etc. – This will determine the total training volume.

There is no simple right or wrong answer, no simple formula applies in all cases; for the sake of simplicity here is a general rule that parents, swimmers and coaches can apply:

- Commit to a training programme the swimmer can “recover” from (i.e. feel rested enough to train effectively during the next session).
- Maintain a level of training that allows the swimmer to feel enjoyment in his/her effort and achievement.

Prior to puberty the paramount objective of any programme should be to instil a love of the sport, teach quality technique, and develop all-round fitness. Training programmes should be well thought out and have goals that include skill development as well as adequate emphasis on physical development.

The process of learn to swim instruction produces the basis for life long skills and confidence in and around the water. “Training” is a term that is hard to define because the learning process itself relies upon repeated practice. However, training generally involves these broad performance objectives:

1. The acquisition of competition specific complex motor skills (such as tumble turns and racing starts);
2. Improvement in physical capacities that allow sustained swimming at faster speeds;
3. Improvement in technical capabilities that allow for more efficient propulsion and less resistance in the water.

Naturally the achievement of these objectives means that a swimmer is able to move further, faster, and more skilfully. Training in its very nature should produce fatigue, but this fatigue should only be short lived enough that the young swimmer is ready (physically and mentally) to take part in the next scheduled session.

Because activity is linked to interest (i.e. motivation to participate) there is a strong case for progressively increasing the training demands in a logical manner throughout childhood. Therefore, swimming programmes should not offer the same number of sessions to, for instance, both 8 and 12 year olds, The training requirements at these two ages are fundamentally different, and this should be reflected in the programmes offered.

Swimming Equipment

A basic gear list for a young swimmer should include:

- Togs
- Goggles
- Cap
- Fins
- Water bottle
- Towel



Other items such as a pull-buoy or kick board may initially be provided by the club; or you may be asked to provide this equipment from your club/coach.

As a swimmer progresses, they will become more aware of other equipment available. Always talk with your coach before making any purchases of specific training equipment.

Goggles

As we all come in different shapes and sizes, there will be different goggles for everyone. You can most likely buy these at your local pool and also at any sports store or swim shop. Goggles should fit snugly around the eye and you should feel a slight suck. You may need to try on a number of different brands and styles until you find ones that are both comfortable and watertight on you. If your swimmers goggles come off during a dive, it may be because of a technical problem with the dive rather than the goggles.

Silicone or Latex Caps?

A swim cap can protect hair from water/chlorine damage and also promote your team. Latex caps are cheaper to buy but may not last as long as silicone caps. Take care when putting on swim caps as long nails and rings on your fingers can rip them easily.

Fins

Short fins with a soft flexible medium sized blade are best when starting.

Drink Bottles

Hydration is very important when swim training, it is essential that every swimmer has a drink bottle with their name on it and uses it every session. Never share bottles for hygiene reasons. See the section on hydration and nutrition for more information.

Teamline

For all your swimming equipment needs visit www.teamline.co.nz. They provide a quality range of competition and training swimwear offering Rival and Arena along with New Zealand's No 1 Triathlon wetsuit brand Blueseventy.

What do the Officials do?

- **Timekeepers:** Use stopwatches to record the official time for the swimmer in their lane. Some venues use automatic timing systems with touch pads.
- **Inspector of Turns (IOT):** Observes turns from each end of the pool to ensure compliance with rules applicable for each stroke.
- **Starter:** The starter is responsible for giving all swimmers a fair start. The starter will start the race by saying 'take your mark', waiting until there is no movement from any swimmer on the blocks, and giving the start signal (usually a high pitch "beep").
- **Referee:** The referee enforces all rules and makes any decisions regarding the conditions of the race.



How to get Involved

Parents are one of the secrets to success in the world of swimming. Parents are the people who provide access to the sport, moral support and also ensure meets are run by volunteering to help.

Volunteering means that you have another avenue to have a great impact on your child's athletic environment, but also it gives you a fun environment to meet others in the sport and make new friends.

Here are a few simple ways to get involved:

- Join the club committee
- Become an official, timekeeper or announcer.
- Maintain equipment or facilities to help your club and coach.
- Raise money towards events, like a BBQ or garage sale.
- Write the clubs newsletter
- Be a car pool driver
- Sell programs at the competition.

As a volunteer, you can be instrumental in strengthening swimming in New Zealand. Contact your regional centre for further details.

Thank-you to all the parents who dedicate their time and efforts to their child's swim club; you are really valued.

Swimming the Healthy Way

By Dr. Lynne Coleman

Swimming is an excellent sport for health. It improves fitness, controls weight, makes you feel better, more energetic and builds strong muscles and bones.



Swimming is fun for children and adults alike, the opportunity to meet new friends and enjoy friendly competition. When children start to perform better the coach often suggests attending more training sessions. At higher levels of competition, swimmers train almost every morning and afternoon. These long hours of hard training may lead to illness in some swimmers; good habits as a junior swimmer can help prevent this.

Swimming causes a few specific illnesses; early treatment means your child will recover quicker. I hope the following information and advice on this subject enables you to ensure your child maintains excellent health and is able to fully enjoy the swimming experience.

Ear infections are common in young children because their ear canal is narrow. Swimmers ear or otitis externa is an infection in the ear canal caused by contaminated water or debris such as wax or dry skin harbouring germs which thrive in moisture. Children complain of a sore ear and it hurts when tugged or pressed. Usually the doctor will prescribe some antibiotic drops. You need to see a doctor to make sure there is no debris in the canal which will lead to a recurrence. Ear plugs may help an early return to swimming, and provide preventative strategy for future swimming sessions.

Sore ears associated with upper respiratory illness – initially signalled by cough, nasal congestion and fever then the ears become sore – are not caused by the water. This condition is called otitis media or middle ear infection. The cause is usually a virus which does not need antibiotics but your doctor can examine the ears, nose and throat before deciding whether medication is needed.



Viral infections require rest as early as possible and children should not go to swimming training if they have symptoms of a viral infection. Virus particles are highly contagious and transmitted to other children easily. Typical symptoms of a respiratory viral infection are unusual tiredness, irritability, headache, runny nose, sore throat, sore muscles plus or minus fever and after a couple of days a cough develops. If your child wakes up feeling tired and grumpy, put them back to bed and wait a day to see whether they have recovered.

Our immune system fights viral infections. If children have late nights, or stress from exams or assignments, or family problems, the immune system does not cope as well and children catch infections easily. One or two days in bed with some paracetamol will usually be all that is required. It is important not to get up early to go to training when you are sick.

A lot of asthmatic children have become very good swimmers. Those who have hay-fever and asthma are prone to respiratory infections unless their asthma is well controlled. Children need to take their medication regularly even when they are well, and always have a Ventolin (reliever) puffer in their swimming bag in case they have trouble breathing.

Swimmers shoulder is the most common injury from swimming and needs early treatment. A sports doctor (a GP with an interest in sport) or a sports physician should diagnose the problem and arrange appropriate treatment. Sometimes medication is required. It is not normal to have to swim with sore shoulders and the condition will get worse. Sometimes it is related to posture and physiotherapists can prescribe some exercises to do at home.

The recipe for healthy swimming is simple: get a good night's sleep, eat healthy foods, drink plenty of fluids and stay happy. The formula for doing well in all sporting endeavours is equally straight forward: peak health + peak fitness



Nutrition for Swimmers

By Daniel Healey, Performance Nutritionist, NZAS North Island

Good Nutrition

- Increase energy levels, leading to more active participation.
- Helps in the development of strong bones, which reduces the possibility of fractures
- Helps repair damaged muscle tissue.
- Allows the body to recover between physical activity sessions.
- Provides for growth.

Poor Nutrition

- Decreases concentration through decreased energy levels.
- Causes poorly developed muscles and bones, and may lead to iron deficiency.
- Decreases a swimmers endurance capacity.



High Carbohydrate Foods

Carbohydrates are the fuel for moderate to high intensity exercise. They include bread, pasta, cereal, fruit and vegetables. Carbohydrates are categorised into three groups depending on the speed at which they are broken down and made available as energy. These are:

1. **High Glycaemic Index Carbohydrate:** Are broken down fast and provide rapid energy. Peak energy can be reached in 20-30 minutes.
2. **Medium Glycaemic Index Carbohydrate:** Are broken down slower and provide more energy over a longer period of time. Peak energy can be reached in 45 minutes.
3. **Low Glycaemic Index Carbohydrate:** Are broken down slowest and provide energy over the longest time frame. Peak energy can be reached in 60+ minutes.

High, medium and low glycaemic index (GI) foods all play a role in the swimmers pre-during-post exercise regime. Low GI foods should be eaten most of the time. This includes breakfast, snacks, lunch and dinner. Medium GI foods should also make up most of the swimmers daily menu while High GI foods should be used sparingly. High GI foods are the best consumed during exercise that lasts greater than 60 minutes and are also extremely effective when consumed immediately after strenuous activity.

Here is a brief list of foods that are Low, Medium, and High GI. You will notice that there is no real pattern or obvious common denominator when it comes to categorizing these foods. Foods are assigned a category after thorough laboratory testing,

High Glycaemic Index Foods (70 or more)

- Mashed or jacket potatoes
- White bread
- Watermelon
- Bagels
- Bran Flakes, coco pops or cornflakes
- Rice cakes
- Rice krispies
- Puffed wheat
- Baguette
- White rice, steamed
- Glucose lollies (jelly beans, snakes etc)

Medium Glycaemic Index Foods (56 to 69)

- Muesli, non toasted
- New or boiled potatoes
- Sultanas
- Pita bread
- Basmati rice
- Honey
- Digestive biscuits
- Cheese and tomato pizza
- Apricots, canned in syrup
- Couscous
- Rye bread
- Pineapple, fresh
- Cantaloupe melon
- Croissant
- Shredded wheat
- Mars bar
- Ryvita
- Crumpet, toasted
- Weetbix
- Wholemeal bread

Low Glycaemic Index foods (1-55)

- Fruit such as cherries, grapefruit, dried apricots, apples, pears, peaches, kiwifruit, green grapes, bananas, or oranges.
- Roasted and salted peanuts.
- Low-fat yoghurt with sweetener
- Pearl barley
- Red lentils
- Whole milk
- Butter beans
- Fettuccine pasta
- Skimmed milk
- Low-fat fruit yoghurt
- Whole meal spaghetti
- Tomato soup, canned
- Apple juice, unsweetened
- All bran
- Chick peas, canned
- Porridge made with water
- Lentil soup
- Macaroni
- Orange juice
- Peas
- Baked beans in tomato sauce
- Carrots, boiled
- Stone ground whole meal bread
- Raw oat bran
- Sweet corn



Foods Containing 50g Carbohydrate:

- 2 Bananas
- 4-5 Weetbix
- 1 cup cooked rice
- 1 ½ cups cooked pasta
- 1 cup kumara
- 2 ½ cups porridge or other cereals
- 2 ½ potatoes
- 2 cups yoghurt
- 3 apples
- 2 muffins
- 2-3 crumpets
- 4-5 slices of bread
- 1 large bagel
- 600ml sports drink
- 600ml flavoured milk
- 500ml fruit juice or cordial
- 1 ½ - 2 gels or carbo shots
- 1 ½ - 2 muesli bars or sports bars (check the labels).

Foods Containing Protein

Protein is essential to build, maintain and repair the bodies tissue. Foods high in protein are eggs, chicken, fish, red meat, legumes (such as dried beans) and dairy products (choose low fat versions). Dairy products also provide a valuable source of calcium, whilst meats provide zinc and iron.

Protein Content of Food

100g lean red meat	27g
2 slices (30g) ham	3g
1 hamburger	18g
100g tofu	8g
100g chicken	33g
100g white fish	23g
100g canned salmon	20g
12 mussels	20g
100g canned tuna	26g
1 egg	6g
1 egg white	3g
½ cup bean salad	9g
1 glass flavoured milk	7g
1 cup yoghurt	10g
30g cheese	8g
2 slices bread	5g
1 cup rice	5g
1 cup pasta	5g
2 weetbix	8g
1 potato	3g
½ cup baked beans	7g
½ cup peas	5g
1 tbsp peanut butter	5g
2 tbsp milk powder	6g
2 tbsp protein powders	5g



A Sample Days Diet for a Swimmer in Training or Competition

Breakfast

Fruit juice, cereal or porridge, low fat milk, yoghurt, fresh or canned fruit, toast, drink (tea, milo, milk or juice and water). Other options include canned spaghetti or baked beans and fruit smoothies.

Snack

Fruit or muesli bar/energy bar, bagel, sandwiches, rolls, fruit muffins, fruit juice and water.

Lunch

Rolls or sandwiches, sushi, rice dishes, fruit, possible muffin/cake/biscuit or other sweet item, pasta dishes with low-fat tomato based sauces, drink and water.

Snack

Fruit or muesli bar/energy bar, drink, bagel, sandwiches, rolls, canned rice pudding, fruit muffins, fruit juice and water. Eat one to two hours before training or workouts.

Recovery Snack

Sports drink, fruit juice, cordial and water with banana, muffin, fresh fruit, canned fruit, canned rice pudding, jam or honey sandwiches.

Dinner

Large serving of carbohydrate (e.g. potatoes, pasta, rice, couscous, taro, kumara) to cover half the plate, lean low-fat meat/chicken/fish or other protein rich food (trim pork, seafood such as mussels, eggs, chilli beans, legumes, tofu), two-three other vegetables (at least one green and one coloured) or salad, and drink (water, juice, smoothie).



Swimmers should avoid foods high in fat and fibre before and during exercise.

Further Notes on Nutrition

- Try to eat at least two hours prior to training and three to four hours prior to competition and keep food choices at this time low in fat. Drink plenty of water.
- Vegetarian athletes are at extra risk of iron deficiency and should have a blood count and ferritin test annually. See your doctor to arrange this.
- Fad diets and programmes promoting a rapid weight loss tend to place the energy intake of active people and athletes at risk and probably increase fatigue, increasing risk of injury. Swimmers wishing to train hard and reduce body fat or weight should seek advice from a sports dietician or a doctor of sports medicine.
- If swimmers have any doubt about their food intake, are newly vegetarian or have low energy intakes (for example, to make a weight category or reduce body fat levels) they should talk to a sports dietician to ensure they are meeting all their energy and nutrient requirements (especially for calcium, iron, carbohydrate and protein).
- The indiscriminate use of vitamin tablets or iron supplements is not recommended without appropriate investigation and medical advice. Excess iron can be dangerous to some people. Also some supplements may contain banned substances; players are to seek professional advice before consuming them.

Fluids and Hydration

Hydration has a significant effect on sports performance.

Being hydrated will prevent:

- A decrease in concentration
- A decrease in endurance capacity
- An increase in fatigue
- Headaches
- A delayed recovery

Encourage swimmers to:

- Pre-hydrate; Drink fluids before starting a training session or competition and during the day.
- Drink small amounts where possible throughout the training or swim meet e.g. between sets, sip while watching others compete.
- Increase fluid intake in hot and humid conditions.
- Replace every kilogram of body weight lost during exercise with 1.5 litres of fluid.
- Drink fluid that is flavoured and cool
- Drink well formulated (4-8% carbohydrate) sports drinks during activity lasting longer than 1 hour.



Keep Fuelled

2 hours before exercises	500-600ml	Drink to pre-hydrate
During exercise	150-250ml per 15-20 minutes	As tolerated. Use breaks in and between sets as opportunities to take extra fluid. It is especially important to drink enough fluid in endurance and high-intensity exercise.
After exercise	1-1.5 litres per kg of body weight lost	Drink fluids to re-hydrate. Produce clear or pale urine. Drink more than thirst dictates. Sports drinks are suitable

Note:

- Plain water is appropriate for exercise lasting less than 1 hour. Drinks containing 4-8% carbohydrate and 0.5-0.7g/litre sodium are recommended for intense exercise lasting longer than 1 hour.
- As children are less effective at sweating and produce more heat during exercise than adults, hydration and fluid intake are particularly important when exercising in hot/humid climates. Children may need to be encouraged to drink more fluids (flavoured and cool beverages are preferred). Children can use well formulated sports drinks.

Sports drinks (e.g. Replace, Powerade) should contain 4-8% carbohydrate and 0.5-0.7g/litre sodium. Sports waters (e.g. Mizone, loaded water) contain little or no carbohydrate (less than 4%) and no sodium; only fluid to re-hydrate, flavouring and sometimes added vitamins. Check the labels if you are unsure. Sports waters are not suitable for endurance events as a sole source of nutrition (food must be consumed), but are ideal for workouts at the gym or training lasting around one hour.



Swimming Lingo

Bilateral Breathing: Most common in freestyle. Breathing to both the left and right side, many different combinations of stroke patterns may be used to achieve this.

Blocks: The starting platforms located behind each lane. Blocks have a variety of designs and can be permanent or removable, but also incorporate a bar to allow swimmers to perform backstroke starts.

Breaststroke: Arms are moving simultaneously under the water horizontally, with legs doing a “frog” kick.

Butterfly: Arms move together in an ‘up and over’ motion, while legs complete two dolphin actions per stroke cycle.

Circle Swimming: Swimmers swim either anticlockwise or clockwise depending on which lane they’re in. e.g. clockwise in odd number lanes, anti clockwise in even number lanes. This is the best way to avoid collision of arms and is common procedure in regional and national swimming events.

Pace Clock: The big clock on the wall or deck, used for interval training. Swimmers who can read the clock and know their times improve find it easy to monitor their own progress and can give their own send off.

Pool deck: The area around a swimming pool. During a meet, only ‘authorised people’ may be on deck. This is generally just team managers, officials, coaches and swimmers.

Flags: These are suspended over the width of each end of the pool approximately 5m from the wall; they allow backstroke swimmers to determine where the end of the pool is. The lane ropes may also change colour 5m out from the wall.

Six beat kick: six kicks per full arm stroke. (3 kicks per ‘hand hit’).

Freestyle: Another name for the front crawl.

Lane ropes: The dividers used to set out the lanes in a pool. Lane ropes are segmented 1m apart and are used to dissipate waves.

Lap counter: Large numbered cards used during longer freestyle events 800m and 1500m. Used so swimmers can see how many laps they have to go.

Long Course: Events swum in a 50m pool.

Short Course: Events swum in a 25m pool.

Medley: All strokes are used. This can be an individual event, with one person swimming all strokes. Or it can be a relay event with four people, each swimming a different stroke. The order for individual medley events is: butterfly, backstroke, breaststroke, freestyle. The order for medley relay events is: backstroke, breaststroke, butterfly, freestyle.





Open water swimming: Swimming in water other than in a pool including rivers, lakes or oceans. Swimming New Zealand runs National Open Water Swimming events for 5km and 10km events and 10km is an Olympic event.

PB: Personal Best: This is generally used in the context of a personal best time for a particular event.

Pull: A drill where swimmers place a pull buoy between their legs to keep them afloat, replacing kicking and staying balanced.

Referee: The head official at a swim meet.

Touch pad: The removable plate (on the end of pools) that is connected to an automatic timing system. A swimmer must properly touch the touchpad to register an official time in a race. These are generally backed up by time keepers.

Tumble turn: Similar to a summersault under the water upon reaching the pool wall. A tumble turn is faster than a 'touch and go' once the technique is mastered.

Cool down/loosen: Used by the swimmer to rid the body of excess lactic acid generated during a race.

Warm up: The practice and loosening session a swimmer does before the meet or their event. The blood flow to the muscles the warm up creates is essential to avoid injury.



Contacts

Swimming New Zealand

Postal Address: PO Box 302145, North Harbour, Auckland 0751
Physical Address: Unit C4, 72 Apollo Drive, Rosedale, Auckland 0632
PH: (09) 478 2916
Email: info@swimmingnz.org.nz
Web: www.swimmingnz.org.nz

Events and Membership Manager

Kent Stead
PH: 021 278 0432
Email: kent@swimmingnz.org.nz

High Performance Operations Manager

Rebecca Turner
PH: 021 509 232
Email: Rebecca@swimmingnz.org.nz

National Learn to Swim Manager

Chris Morgan
Postal Address: PO Box 13227, Green Island, Dunedin 9052
PH: 027 240 9627
Email: chris@swimmingnz.org.nz



Code of Conduct

The following Code of Conduct applies to all SNZ Members and persons participating/connected to SNZ activities.

The following requirements must be met in regard to your conduct:

- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealings with others.
- Be professional in, and accept responsibility for your actions.
- Make a commitment to providing quality service and performance.
- Be aware of, and maintain an uncompromising adherence to standards, rules, regulations and policies.
- Operate within the Constitution, Regulations, Policies and Procedures of SNZ and FINA.
- Abide by the Sports Anti-Doping Rules.
- Refrain from any form of abuse, harassment, discrimination and victimisation towards others.
- Provide a safe environment for the conduct of the activity in accordance with relevant SNZ policy.
- Show concern and caution towards others who may be sick or injured.
- Be a positive role model.
- To not provide comment to any media on behalf of Swimming NZ Inc.
- To not speak to any media in a negative way regarding Swimming NZ Inc.
- Never act in any way that may bring disrepute or disgrace to SNZ members, its stakeholders and/or its sponsors, potential sponsors and/or partners.

Swimming New Zealand expects all members, supporters, advisors, staff and associates of SNZ to abide by a Code of Conduct that upholds the principles and values of the organisation and the SNZ Member Protection Policy. Members should recognise that at all times they have a responsibility to a duty of care to all SNZ members.

In addition a

Swimmer will:

- Agree to abide by the code of conduct.
- Not participate (or benefit from assisting others involved) in sports betting or gambling activity associated with swimming events and/or swimming results in which they are participating or have been directly involved in.
- Never argue with or verbally abuse an official. Always use the appropriate rules and guidelines to resolve a dispute.
- Conduct yourself in a sportsman-like manner and respect fellow swimmers, coaches, managers, staff, officials and the achievement of opponents.
- Do not bully or take an unfair advantage of another competitor.
- Cooperate with your coach, manager, team mates, officials and opponents.
- Refrain from possessing and consuming prohibited substances while in SNZ camps or on tours.



- Not consume or purchase alcohol and tobacco while in SNZ camps or on Tours without the agreement of the Team Manager and Head Coach.
- Comply with training, competition, curfew and behaviour requirements directed by SNZ, while in camps or on tours.

Parent/Guardian will:

- Agree to abide by the code of conduct.
- Remember that children participate in sport for their enjoyment, not yours.
- Encourage children to participate, do not force them.
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children always to compete according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Remember that children learn best by example.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for coaches, officials, swimmers and administrators.

Any breach of the Code of Conduct, or any part of it, may result in disciplinary action under the SNZ Constitution, Regulations and Policies.



The start of something extraordinary