North Delta Sunfish Swim Club

PARENT HANDBOOK

APRIL 2024

North Delta Sunfish Swim Club

INTRODUCTIONS

Welcome to the North Delta Sunfish Summer Swim Club

The North Delta Sunfish is a vibrant, non-profit, parent-run swim club dedicated to offering youth in our community a progressive pathway in swimming, water polo, and artistic swimming.

Our programming is designed to meet children where they are, guiding them from foundational skills to competitive participation. During the fall and winter, we focus on introducing each sport and developing key skills. As we move into the summer season, those skills are elevated through structured training and opportunities for competition.

🏊 **Swimming**

Our swimmers are coached in stroke mechanics, endurance, technical skills, and swim meet protocols. They're encouraged to take part in summer meets where the focus is on achieving personal bests and celebrating individual progress.

🤽 **Water Polo**

Water polo athletes learn the rules and structure of beach water polo, build core skills, and are encouraged to take part in scrimmages and local tournaments to gain confidence and team experience.

🌊 **Artistic Swimming**

Artistic swimmers begin by mastering figures and then progress toward choreographed routines. Summer competitions give these athletes a chance to perform and shine.

More Than a Sport

At Sunfish, sport is only part of the story. The camaraderie among teammates is something truly special where many of our members form friendships that last a lifetime.

Beyond friendships and fun, our programs offer:

- Exceptional physical activity for lifelong health and well-being
- A foundation in time management, perseverance, discipline, and sportsmanship

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- A supportive environment where youth coaches, aged 14–24, share their passion and grow alongside your athletes

Your child's experience with the North Delta Sunfish will be enriching in and out of the water. We are excited to be part of their journey and thank you for supporting a community-based program rooted in teamwork, development, and fun.

ABOUT OUR CLUB

History

The North Delta Sunfish Summer Swim Club began way back in 1970. The original name was the "North Delta Summer Swim Club". The club's original logo was designed by a club swimmer & high school student named Russell Morris. The theme of the logo depicts 2 fish on either side of the smiling sun. This was in keeping with the Municipality of Delta's sun emblem identity!

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Mr. Al Collins, a retired RCAF airman, donated his time to start the club in the spring of 1970. The club started with 97 swimmers from 67 families from the residential neighborhood near the North Delta Outdoor Pool (NDOP). Competitive swimming has been offered since 1970 & Diving was offered in 1982. Synchronized swimming was briefly offered in the 1990's. Water Polo began in 2005.

Club Structure

The North Delta Sunfish Summer Swim Club is a member of the British Columbia Summer Swimming Association (BCSSA), an independent body with more than 60 clubs across British Columbia. The BC Summer Swimming Association (BCSSA) offers speed swimming, diving, water polo and artistic swimming. The Association has grown from three clubs in 1958, to over 60 clubs today, with over 6500 athletes. Our region is the Fraser South and includes the following swim clubs: Boundary Bay Bluebacks, Cloverdale Tritons, Ladner Stingrays, Richmond Kigoos, Surrey Sealions, White Rock (WRASA), Crescent Beach Swim Club, & BC Aquasonics.

Club Philosophy

The focus of Sunfish is to develop athletes with excellent technique, traits of good sportsmanship and team spirit, and to create a positive environment for friendships to develop between athletes. We want to expose all the athletes to the complete range of experiences that summer swim clubs have to offer. Sunfish provides a positive atmosphere that focuses on personal growth. We try to emphasize effort and improvement and not winning. A priority of Sunfish is to foster a passion for our sports, and to create an atmosphere of fun while learning to be competitive. **The emphasis is on fun!** The competitive skills learned at Sunfish are essential life skills that benefit athletes not only in the pool, but also in other areas of their lives. These skills include:

1. **Character Development** through commitment, hard work, and perseverance;
2. **Striving for Excellence** through the achievement of best times, ribbons, medals, and trophies;
3. **Sportsmanship** from learning skills for successful teamwork, as well as learning to handle winning as well as losing gracefully
4. **Building of Community** by learning to build strong and lasting friendships as well as learning to create a sense of "family" within the club;
5. **Active Lifestyle** through the promotion of health and fitness as a part of everyday life.

Aside from our sports, Sunfish also organizes several social events throughout the season for both parents and athletes. These events help foster team unity as well as provide opportunities for just having fun! Sunfish has a warm family atmosphere that not only encourages but also draws parents to become actively involved in the club alongside their children.

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Sunfish Vision

To create a supportive team and family environment where each individual:

- is challenged to meet their full potential
- treats others with respect
- is introduced to the environment of competitive sports,
- is taught the skills required for swimming, water polo and artistic swimming
- is encouraged to their own personal best achievement in a fun and friendly environment
- has fun in competition

NEW SUNFISH PARENTS AND FAMILIES

You are beginning your first, of what we hope, will be many summer seasons with Sunfish. The first couple of weeks can be overwhelming. We have all been through it and we hope that the information in this Handbook will help you be prepared and know what to expect. If you have any further questions, please don't hesitate to ask any of the Coaches, Club board members, or "experienced" parents around the pool deck!

One of the first things you need to know is "When and how can I talk to my child's coach?" Coaches are available after practice for a few minutes so feel free to introduce yourself or bring up any questions or concerns you may have. They can quickly chat with you or arrange a better time to clarify your concerns. If you can't make it to the pool you can always email the Head Coaches. You can usually expect a reply to your email within 72 hours.

Please DO NOT attempt to speak with a coach while they are on deck coaching. This is very disruptive to the practice sessions. If you have any concerns that you do not feel comfortable discussing with your child's coach you can always talk to the Head Coach, Vice President of Coaching, or the Club President.

See the Coaches and Board Members pages for contact information.

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PARENT EXPECTATIONS AND RESPONSIBILITIES

We hope that parents participate in both team and club activities. We believe this adds to club cohesion and builds special bonds. Parents that support the coaches, opposing team members, the team, the officials and their own children are positive role models. The children become better athletes and citizens modeling these behaviors.

Moreover, the Sunfish cannot function without the fantastic efforts of our parents. Whether it is competitive swimming or Water Polo – both require the ongoing support of all of our parents. We thank you in advance for your help.

The club expects that parents will do the following:

- Provide emotional and moral support for their children;
- Ensure athletes arrive to the pool on time for practices and competitions;
- Work with the coaches to stress the importance of personal best and personal improvement;
- Leave the coaching to the coaches, who have experience and qualifications necessary to create a positive, competitive and fun experience for all athletes;
- Read the email communications;
- Communicate with the coaches on a regular basis and voice concerns at an appropriate time;
- Volunteer your time to help out with the club activities and operations. This is a requirement of membership in the club. Please see the “Volunteer Opportunities and Requirements” section in this handbook;
- Participate in Fundraising activities;
- Follow the “Parent Code of Conduct” included in this handbook.

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YOUR ROLE AS A PARENT

Competitive programs provide many benefits to young athletes. They develop perseverance, self-discipline, good sportsmanship, and time management skills. Competition allows the athlete to experience success and to learn how to deal with defeat, while becoming healthy and physically fit.

As a parent, your major responsibility is to provide a stable, loving, and supportive environment. This positive environment will encourage your child to continue. Show your interest by ensuring your child's attendance at practices and by coming to their competitions.

Parents are not participants on their child's team, but contribute to the success experienced by the child and their team. Parents serve as role models and their children often emulate their attitudes. Be aware of this and strive to be positive models. Most importantly, show good sportsmanship at all times toward coaches, officials, opponents, and teammates.

Be Enthusiastic and Supportive
Remember that your child is the athlete. Children need to establish their own goals, and make their own progress towards them. Be careful not to impose your standards and goals.

Try not to overburden your child with winning or achieving best times. Not every swimmer will take time off at every meet. Not every player will shoot goals. Not every artistic swimmer will score high. The most important part of your child's experience is that they learn about themselves while enjoying the sport. Feeling good about the effort made is a goal for every practice and competition.

This healthy environment encourages learning and fun, which will develop a positive self-image within your child.

Let the Coach be the Coach
The best way to help a child achieve goals and reduce the natural fear of failure is through positive reinforcement. No one likes to make a mistake. If your child does make one, remember that they are still learning, and that it is the coach's job to correct errors. Our job is to support the efforts of the athlete, and let them know that we appreciate their hard work.

As well, parents should always show the athlete that they support the coach's decisions and encourage their child to follow the coach's instructions. We support our athletes and we also support our coaches.

Club Discipline
Swearing, fighting, or physical retaliation will not be tolerated. The athlete will be reminded of the rules and if the problem continues, the child will be asked to sit out and the parents will be notified of

the incident.

Pool Etiquette
Parents are not allowed on the deck unless there is an emergency or the coach invites them for a quick chat. The Sunfish are only renting the pool; therefore, our lifeguards and coaches need to enforce the City pool rules at all times.

Questions and Concerns

The following steps should guide you to the best possible solution or answer to all questions or concerns you may have. Don't hesitate to ask us anything you want since your feedback is a chance for us to improve the Club! All correspondence will be kept strictly confidential.

1. First speak with your child's Coach at their specified parent communication times. These times will be communicated through emails. If this is not convenient, please email the Head Coach.

2. If you are not satisfied with the response you received, or are not comfortable discussing your issue with the Coach, speak directly with or address your written question/concern to the Head Coach.

3. If you believe the issue should not be addressed to the coaching staff or you are still not satisfied with the response you received from the Head Coach, please email the Vice President of Coaching.

4. If you have ongoing concerns or very serious issues, please speak with or write directly to the President.

PARENT CODE OF CONDUCT

As a parent or guardian of an athlete in the North Delta Sunfish Swim Club, your attitude, behaviour, and involvement play a vital role in shaping a positive and respectful environment for our swimmers, coaches, and volunteers. The Sunfish Board and Coaching Staff are committed to fostering an atmosphere of inclusion, growth, and sportsmanship, and we ask all families to support this by observing the following Code of Conduct.

Our Commitment to Positive Sport Culture

By following this code, you help promote an environment that allows young athletes to grow, learn, and thrive in their sport.

As a Sunfish Parent, I will:

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- Remember that my child participates in sport for their enjoyment and development, not mine.
- Support and encourage my child to follow the rules, show respect for others, and resolve conflict peacefully.
- Reinforce that doing their best is more important than winning, helping my child focus on effort, learning, and improvement.
- Celebrate my child's participation and progress, regardless of outcomes, by offering positive reinforcement and praise.
- Never ridicule, criticize, or yell at my child (or any child) for mistakes or results.
- Lead by example—by showing respect for all athletes, coaches, officials, and fellow parents.
- Applaud great performances, whether by my child, their teammates, or competitors from other clubs.

Respect for the Sport Environment

- I will never question the judgment or integrity of officials or volunteers in public.
- I will voice any concerns or feedback privately and respectfully, following the appropriate channels:
    - Speak with the coach at a suitable time and away from children.
    - If concerns remain, I will bring them to the Discipline Director or Club President, rather than addressing them during events or with other volunteers.
- I will respect the boundaries and authority of the coaches, allowing them to coach and trusting their professional judgment.
- I will show appreciation for the time and energy of our volunteer Board and organizers.

Working Together

The North Delta Sunfish Swim Club is run entirely by parent volunteers, and our coaches are young leaders passionate about teaching and guiding your children. Your support, patience, and partnership ensure a rewarding experience for everyone involved.

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By committing to this Code of Conduct, you help build a positive and safe sport environment where athletes of all abilities can grow and succeed.

ATHLETE CODE OF CONDUCT

At the North Delta Sunfish Swim Club, we are committed to creating a fun, safe, and inclusive environment where all athletes can grow, compete, and enjoy the spirit of summer swimming. As a member of both the Sunfish and the BC Summer Swimming Association (BCSSA), athletes are expected to uphold the highest standards of sportsmanship, respect, and responsibility.

The following expectations apply to all athletes participating in swimming, water polo, and artistic swimming activities:

Respect and Attitude

- Treat coaches, teammates, officials, pool staff, volunteers, and competitors with respect at all times.
- Follow the direction of your coaches and work to the best of your ability in every practice and competition.
- Be a positive team member, demonstrating good sportsmanship, encouragement, and cooperation.

Commitment and Participation

- Attend practices regularly and be punctual.
- If you commit to a competition, you are expected to attend. No-shows without a valid medical reason will result in the swimmer being invoiced for meet entry fees.
- Take care of all club and pool equipment, and leave spaces clean and undamaged.
- Do not wear outside shoes on the pool deck.

Representation and Conduct

- While traveling to meets or events, remember that you are representing Sunfish and BCSSA. Your behaviour should reflect pride, respect, and a competitive spirit.
- Demonstrate integrity in both victory and defeat.

Zero-Tolerance for Substance Use

- The use of tobacco, vaping devices, drugs, or alcohol is strictly prohibited during all Sunfish and BCSSA practices, meets, events, and travel.

Consequences and Enforcement

Coaches are responsible for maintaining a safe and respectful training environment. They have the authority to:

- Set expectations regarding attendance, lateness, and behaviour.
- Address misconduct through verbal warnings, practice restrictions, or temporary suspension.
- In serious or repeated cases, a swimmer may be asked to withdraw from the club.

Parents will be contacted if any behavioural concerns arise. Any unresolved issues should be directed to the Vice President of Coaching.

By following this Code of Conduct, athletes help ensure that Sunfish remains a club we can all be proud of—one that values effort, inclusion, and the pursuit of excellence in and out of the pool.

COMMUNICATIONS

How we contact you

- We rely mainly on email to send out notifications.
- Each swimmer will be given a family file folder located in the pool area shed. These folders are used to distribute awards and printed information (as needed) throughout the season. Please check your file at each practice.

- A Bulletin Board is located in the pool area that will have announcements and updates.
- Our website is updated regularly. Visit www.NDSunfish.com for current information.

Coaching Communication

Coaches are generally available before and after practice. If you can't catch a coach at the pool you can always email the Head Coaches. The coaches do their best to reply to your email within 72 hours. Emails can be found on our Coach page.

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To comply with the Rule of 2, please copy the Vice President of Coaching at vpcoaching@ndsunfish.com on all coach communications.

Emails will be sent both by the Club and Head Coaches regarding information about upcoming events, deadlines, social events, and competitions.

It is critical that you read the emails thoroughly to ensure you don't miss any important details!

FUNDRAISING

Sunfish operates as a non-profit organization with an essentially balanced budget year to year. We rely on several fundraising events in the summer to bolster our accounts and keep membership fees as low as possible.

We rely on grants and registration fees but also fundraising events during the summer.

At summer registration, we collect a fundraising deposit that provides cash flow for summer operations. Our fundraising fee is a designated amount, depending on your registered program, and is capped after 2 children.

Throughout the summer season, the Club will hold a series of fundraising events in which you and your family can participate. Funds raised will be credited against the fundraising deposit. Members fundraising to the deposit amount or more will get the full deposit refunded at the end of the summer. Other members who do not have the time or desire to participate in fundraising can simply forfeit their deposit.

Of course we would love to have some SUPER FUNDRAISERS who don't stop when they hit their personal goals. We appreciate those of you who will keep going for the FUN of it and for the good of the club. These families will receive Super Fundraiser recognition.

Fundraising is not optional – all families are expected to contribute to the ongoing success of the club by participating in the fundraising activities.

Our 2 big fundraisers that are planned every year are:

SUNFISH MEET

Every year, Sunfish hosts a swim meet and invites clubs from our own region and where possible surrounding regions to participate. **THIS IS THE BIGGEST FUNDRAISER FOR THE CLUB** and

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requires the support of all Sunfish swimmers and parents to make it a success. All swimmers are encouraged to come to the Sunfish meet, and parents must volunteer their time to help run this event.

50/50, RAFFLE, SILENT AUCTION
As we will be holding a 50/50 draw, a raffle, and a silent auction during the Sunfish Swim Meet in July, we will need donations of any new or unused items to auction off. Please start putting aside any items you think will be appropriate now in preparation for the upcoming Sunfish Swim Meet.

Other mentionable fundraisers:

PURDY CHOCOLATE SALES
We hold Purdy chocolate sales where each family tries to sell chocolate and the profit is shared with the Club and the family.

SOCIAL TEAM MEAL
We take advantage of venues who offer a fundraising program when we dine in their facilities. These are a great way for us to come together and socialize while also holding fundraising activities like raffle baskets and toonie tosses.

SHAKE THE CAN
We rely on local businesses such as Save-on Foods, The Real Canadian Superstore and Safeway to offer the Club space where we outreach to the community to support our membership.

We need a number of families to assist with the abovementioned fundraising activities. Time spent working on these will count towards your fundraising commitment to the club. If you are interested in helping with these activities or have any questions and any other ideas regarding fundraising for the club, please feel free to contact the Director of Fundraising via email fundraising@NDSunfish.com

HELP! GET INVOLVED! WE NEED VOLUNTEERS!

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VOLUNTEER OPPORTUNITIES AND REQUIREMENTS

Per the rules of receiving our BC Gaming Grant funding, complete records of all volunteered hours and donated services or materials must be retained as part of the organization's gaming records.

Parents or guardians are **required** to volunteer a **minimum of 12- 25 hours (dependent on the program registered in the summer)** prior to the Regional meet. **In addition**, half the hours must be done at the Sunfish Invitational Meet.

NOTE: Regional and Provincial meet hours are required **if your child is competing in these meets.**

It may seem like a lot of volunteer hours, but many parents, especially the Board Members, put in a lot more than the minimum. It takes approximately 100 people to run a swim meet! This is why we have a volunteer requirement and why summer swim clubs must have the motto***: "If everyone does his/her part, no one has to do too much".*** If a parent or family is not putting in their required time their volunteer fees will be forfeited.

Volunteer opportunities include participation in deck duties or officiating at swim meets and tournaments. Opportunities are also available for positions behind the scenes such as volunteering to be a group parent or helping with club socials and with fundraising. For the very enthusiastic parent, positions on the Board could also be considered.

Please fill out a Volunteer Form available on our Volunteering webpage. Description of the event and how many hours need to be recorded. Please contact the coordinator for each event to confirm the shift.

Don't leave your volunteer requirements to the last minute as volunteer opportunities decline over the course of the season and unfulfilled hours will result in others doing all the work.

POOL SCHEDULE

Parents, ensure that your children arrive **15 - 30 minutes early** for dry land exercises before practice. The schedules are available on our webpage.

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For safety reasons, please make sure the pool is open and the coach is on site before you drive away after dropping your child off. There has been the odd occasion where the pool has had to close unexpectedly or the coach is late. Please be on time to pick up your children. The coaches generally remain at the pool for fifteen minutes after the end of the practice so if you need to talk to the coaches about your child's progress, this would be a good time. **The coaches are only responsible for the Sunfish participants during scheduled practice times.** Please do not wear outside shoes on the pool deck as the dirt gets into the pool.

No parent should be on deck talking to the coaches during practices!

Please note that there will be a decrease in the number of practice sessions scheduled to non-provincial qualifying swimmers after the Regional competitions. Coaches will be using that time to prepare only provincial qualifiers for the Provincial events.

Pool Locations

Summer Season (May to August)
North Delta Recreation Centre Outdoor Pool 11415 84th Ave.
Delta, BC V4C 2L9

Fall & Winter Maintenance Season (September to April)
Sungod Recreation Centre 7815 112 Street
Delta, BC V4C 4V9

SOCIAL ACTIVITIES

Over the summer, Sunfish has several fun activities in addition to practices and competitions. Please refer to the social calendar on our website. Coaches, along with their group parents and parents from the Sunfish social committee, organize group social events as well as entire club social events. Read your emails to find out what is happening. The coaches are always open to suggestions regarding fun things to do.

Green and Gold Meet

Our first event of the season is our "in-house" Green and Gold meet at North Delta Outdoor Pool. There will be individual events and fun relays. All parents are invited to attend. This is a good opportunity for new parents to get an idea of what a swim meet is all about, as they are encouraged to find out how to work a stopwatch and how to record times.

Sunfish Family Social

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A club social for the entire family will be organized for some time at the beginning of the season. More information will be given at the start of the season.

Pasta Dinner

After Challenge Week and shortly before Regionals, the SUNFISH team gathers together for a traditional pasta dinner and dessert evening. Games can be included in the fun. The idea is to give the athletes a treat after having survived Challenge Week, to load them up with carbohydrates to help them swim fast and play well at Regionals, and to rally team spirit. Parents who wish to serve on the Sunfish Executive for the next season are also nominated. Each family brings a pasta dinner to serve eight people and either a salad or a dessert to share. Details to follow.

Annual Awards Banquet

The club holds its annual AGM, awards evening and dinner in the third week of September. This is a fun evening to share stories and to reminisce about the past summer with your friends. As well, it is a time to thank all of our coaches for their hard work throughout the season and to honor those swimmers and water polo players who deserve special recognition for an excellent season.

A detailed list of awards are described on our webpage.

FEES AND POLICIES

Registration fees cover less than half of our costs. Fundraising events and grants cover the balance.

NOTE: Your summer fees cover the aquatic activities and competition fees provided by the Club. Your child can choose to competitively swim, play water polo, or compete in artistic swimming! Again, our registration fee, unlike some of the other clubs, includes all entry fees so you will not have to pay extra competitions.

Please see the fee schedule posted on our registration page for details.

Registration, Cancellation and Withdrawal Policy

Club registration fees may be paid in full or by installments through the online Active portal. The total registration fee must be paid for each member, and **will not** be prorated.

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The North Delta Sunfish will be pleased to provide a refund during the first two weeks if a member wishes to withdraw from the club prior to the deadline of any program, less a $50 administration fee and BCSSA insurance fee. After the first two weeks, registration fees are non-refundable.

All applications for withdrawal and refund must be made in writing to the Club Registrar registrar@ndsunfish.com.

Meet Fees

Entering a child into swim meets requires an entry fee. Each race, whether swum or not, costs $10-$15. To help cover the cost of entered swimmers who do not actually end up attending the meet and in the event of a swimmer not competing when he or she has committed to do so then the family will be charged the cost of the swimmer's entry fees. These costs must be covered before a swimmer will be eligible to enter another swim meet. Usually, a child will be entered in three or more races per meet. The cost quickly adds up. The Treasurer will send you an email in regards to outstanding fees.

Liability Policy

Due to BCSSA requirements concerning liability and insurance coverage, registration and payment are required before members are permitted to enter the water for training.