



Bourne End Swimming Club Coaches Meeting

18th June 2008, Three Horse Shoes, Marlow



Minutes

Attendees Andy Ruler, Frank Ravenscroft, Tricia Hylton, Amy Vance, Chris O'Connell, Marlene James, Claire Wotherspoon, Emma Lewington, Julie Matthews, Grace Grego

Apologies Jon Sanders, Peter Sones, Neil Bailey, Andy Roberts, John Couves

1. Coaching Rota

We reviewed the coaching rota and all were happy that it is running fine with no issues. There are no known issues which might come up in 2009 at this stage.

Due to the current size of Minnows, Frank is teaching full time on Saturday. Marlene and Frank will split the group between the two ends and look into using the floats at 25m for that lane only.

Action Andy Ruler to monitor the coaching rota and ensure continuation poolside. Review at next meeting.

Action Andy Ruler, Frank and Marlene to monitor the safety and organisation of Minnows for the rest of the term with the remaining high numbers in the squad.

2. Squad Moves

These are usually only done at the end of term but as Minnows Squad is very large and so is Tadpoles, we need to clear some space at half term. These will be effective 1st November 2008.

Unfortunately, as Tadpoles is a large squad as is Minnows, the same number of swimmers needs moving up from Tadpoles as out of Minnows and so the high numbers in Minnows will remain.

Already identified 5 Tadpoles to move to Minnows, 5 Minnows to move to Blue Squad and this makes room for 5 Court Garden swimmers to move into the club.

We will also address the Green squad numbers as there are four swimmers there who can be moved forward to Yellow squad which has capacity.

Action Marlene, Chris, Tricia, Frank, Andy Roberts and Neil to agree the names of the swimmers moving between Court Garden, Tadpoles and Minnows.

Action Peter Sones, Amy Vance and Claire Wotherspoon to agree the swimmers moving from Green to Yellow squad.

Action These names need to be sent to Andy Ruler and Grace Grego in order to ensure the necessary notification and admin are completed in time, ideally by 18th October.



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18th June 2008, Three Horse Shoes, Marlow



3. Competitive Start Award

This is progressing. Frank is currently involved poolside with Minnows due to the large numbers but Neil and Frank will take each squad in turn and cover the CSA disciplines through the Saturday sessions until the award is attained.

Over time, the disciplines will be added to the session plans so that assessment can be carried out routinely. These assessments require two L2 qualified teachers or coaches to sign them off.

The aim is to get the CSA signed off in Blue Squad as a routine process, but to catch up, the seniors will be targeted as from November 2008 and once signed off, Green then blue squad will be covered.

Action Neil and Frank to deliver the preliminary then full CSA training to the senior squads, taking the lanes for 20-30 minutes on a Saturday as they can. This will pause the days session plan as required.

Action Neil, Chris and Frank to organise a check list for the disciplines of the CSA to ensure that a record of the delivery is captured in order to make the awards.

Action Andy Ruler to capture the CSA drills from Chris, Frank or Neil and add to the Tadpoles, Minnows and Blue Squads session plans by the end of the year.

4. Training Plans

Andy Ruler further explained that these are constructed around a rotation of each stroke through the training days with set of teaching points in each stroke. The year is divided into Distance / Technique phase and Sprint / Conditioning phase around the two Club Championship weekends and Counties.

The specifics of the plans are a guide, if the coach teaches the stroke and teaching point in a different way, more suited to their squad then write down what you have done and pass it to Andy Ruler and this can be adopted.

Feedback is required from all coaches in order to improve the suitability of the sessions as an investment in these schedules for the future.

Action All coaches to feed back to Andy Ruler where possible on the timings, distance and content of each session plan.



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Coaches Meeting

18th June 2008, Three Horse Shoes, Marlow



5. Registers

Thank you to Grace for keeping us all up to date with the registered swimmers. We produce a register for the whole club each month and these are to be used to record the swimmers attending each session.

It is important to make sure that we fill in our registers for every session in order to account for all swimmers should a pool evacuation be required and also to record who is swimming in which sessions so that we can review session numbers and more effectively plan future sessions.

Action All coaches to complete their registers and pass them to Andy Ruler for collation each month.

6. Club Championships

The Club Championships includes all 100m events and the 200m I.M. for all age groups. The entry details asks swimmers from the junior squads to check with their coaches before entering the longer events.

Swimmers need to be made aware that these Club Championships times are used for all future competition entries including selections for Chiltern League Gala teams.

The advice is that all swimmers should enter 50m freestyle and either 50m breaststroke or 50m backstroke (ideally all three). 50m fly entry should be avoided if the swimmers is not yet legal in the stroke as a DQ is disheartening and can create a 'butterfly taboo!' 100m events should be entered if the swimmer is strong enough to complete the event effectively.

We will organise 200m time trial events during sessions at the Wycombe Abbey School, probably on a Tuesday evening, and will require coaches to be present to organise and time the swimmers.

Also, we are inviting the Court Garden swimmers to take part in an introductory 25m Freestyle event as the first race in the second evening as a way of integrating these swimmers into the competitive section of the club and aiding future transfer into Tadpoles.

Action All coaches to promote the Club Champs at every poolside session and advise all swimmers to enter what they can.

Action Andy Ruler to organise the 200m Time Trials for two Tuesday evenings in late November.

Action Andy Ruler and Chris to ensure that the Court garden swimmers are invited to the 15th November Club Championships evening for a 25m freestyle event.



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18th June 2008, Three Horse Shoes, Marlow



7. AOB

Diving at Wycombe Abbey School

John Couves has produced a study of the NOP for Handy Cross and Wycombe Abbey School and has fed back initially that we must avoid at all times from the shallow end wall.

Action All coaches to note this restriction.

Our coaches agreed that it would be useful to have a copy of the NOP to read, even though these are long documents

Action Andy Ruler to talk to John Couves regarding issuing the NOP's to the coaches ideally with some highlighted points.

Policing Changing Rooms during Club Championships

Swimmers should remain poolside for the duration of the Club Champs evening, avoiding sitting in changing rooms or going upstairs as this makes whipping for events difficult.

Swimmers will be controlled by Claire Wotherspoon who will ensure that they are poolside at all times during the evening so that the whips can identify and feed through the swimmers more easily.

Action Claire Wotherspoon to organise the Club Champs putting herself in a role of 1st Line Whip.

Code of Conduct

The Junior BEJSC Committee has issued a code of conduct which is being rolled out across the club, we have our own more detailed and swimming club specific code of conduct which swimmers sign as part of joining the club and accepting their welcome pack.

The new Code of Conduct will be added to the back of the registration form and signed by all swimmers as from now. All club swimmers will have signed it by September 2009 at Annual BEJSC registration time.

In order to make this effective, we as coaches should review our own code of conduct to make sure that we are adhering to ours and in order to be in a strong position to implement the swimmers version should the need arise.

Please note that we have no issues with our coaches conduct and this is a request for process only.

Action Andy Ruler to extract the Coaches code of conduct from the welcome pack and issue to all coaches for comment.



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Letter to Swimmers

We discussed several aspects of the club and have agreed that we would like to put a letter out to the swimmers containing the following messages:

Supervision of Changing Rooms

This is a regular item. Coaches are not responsible for the changing rooms or the safety or behaviour of the swimmers in these areas before or after their session. Parents should be encouraged to be in the changing rooms to monitor the swimmers themselves.

Poolside Tardiness

This is always an issue but at the current time we have several sessions where swimmers are routinely late.

Any swimmer who is 10 minutes late for their session will not be allowed to swim that session as the disruption to the rest of the squad is unfair and the swimmer will not be properly warmed up before the main set creating a risk of injury which we must avoid.

Club Forms

It is not only frustrating to have to chase swimmers and parents for registration forms but unregistered swimmers are an insurance risk to the club. Parents need to understand this and endeavour to get the forms in on time.

Action Coaches to mark late arrival on the registers as a record to feed back to the swimmers and parents if necessary.

Action Andy Ruler to discuss Claire Donlon issuing a letter to the swimmers with the above content.