

Parent Packet Summer 2026

Everything you need to know but didn't think to ask

Welcome to the Windwood Warriors family! This packet will help familiarize you with the team. While we hope this information is helpful, it won't be all inclusive. If you ever have a question, please don't hesitate to grab a board member or any experienced parent; we've all had to learn this before as well.

You can also find more information on the **Windwood Warriors Sports Engine website**: https://www.gomotionapp.com/team/rectrwoh/page/home and/or download the **"SE-motion" app**. You can also request to be added to the private/closed **Facebook group called Windwood Warriors Swim Team**.

SportsEngine Motion App:

2026 Windwood Warriors Swim Team Coaching Staff:

Head Coach: Megan Yeaste

Assistant Coach: Sidney Blackburn

Assistant Coach: Ben Gomez

Assistant Coach: Lucy Gonzalez

Assistant Coach: Ryen Jennings

Assistant Coach: Amelia Shirk

Substitute Coaches: Sophie Baxter and Lindsey Six

2026 Windwood Warriors Swim Team Board Members:

President: Emily Neff

Treasurer: Rachel Skinner

Secretary: Stacey Piepmeier

Volunteer Coordinators: Abbey Craft, Ashley Ledonne

Ways & Means: Ami Schlotmann

Membership/Swim Meet IT: Jen Radtke

Concessions Chair: Jen Thompson

About the Windwood Warriors...

The Windwood Warriors are associated with **Windwood Swim and Tennis Club**. Ages range from 4 – 18. No swim team experience is necessary but younger swimmers must pass a water safety test by the end of the first two weeks of morning swim practice. **All swim team members must be members of the swim club.**

The Warriors are in the **TriCounty Swim League** http://www.tricountyswim.org/. We are one of fifteen teams in the league and have been Division II Champions.

We usually begin practice mid-May with after school practice times, and once school is out morning practice begins. We have three home and three away meets, typically on Tuesday evenings, each week of the season. **All Windwood Warriors should plan to participate in Championships in July**. Other meets and Invitationals (like Rolling Hills) are determined by the Swim Team Board in collaboration with the head coach.

We will share news about meets and other social events via GroupMe and SportsEngine throughout the season.

Regular Practice Schedule (Mondays-Fridays)

Age Groups 13 and overs - 7:20 - 8:30 am

Ages Groups 9/10 and 11/12 - 8:20 - 9:30 am

Age Groups 8 and under - 9:20 - 10:15am

Swimmer Expectations

- Attend practices and meets.
- Timely declare participation in swim meets. If the swimmer will miss a meet, this must be communicated to their age group coach as well as the head coach.
- Be respectful and kind.
- Try your best and have fun at practices and meets.
- Cheer for and support your teammates during practices and especially during meets.
- Have the equipment needed to be successful at practices and meets (swim cap, goggles, team suit etc.

Family Expectations

Summer swim team is a family/group effort. We depend on everyone helping out to make it work. That means we need you! **Each family is required to work 4 times during the season.** At least 2 credits MUST be dedicated to hosted "home" swim meets (timers, set-up, concessions, computers/scoring, runners, ribbons, clean-up, etc). There will be some other opportunities to complete credits by volunteering for social jobs, timing at away swim meets, and "Champs." "Sign ups" for volunteer jobs happen on the Windwood TeamUnify website (or SportsEngine app). Please be aware of what jobs you have signed up for and head to assigned job spots. If **your family chooses not complete 4 (or 5, depending on number of swimmers) volunteer opportunities, you will be billed $200. You can also "opt-out" of volunteering and pay the $200 fee, pre-season.**

Each family is also asked to sign-up and bring a concessions item to each home meet (3 total home meets). These items will be sold at the concession stand to raise money for the team. These sign-up for items shared via SportEngine app and are not a part of the 4 volunteer credits. The concessions sign up is strictly voluntary and participation is highly encouraged!

Volunteer Job Descriptions - At Meets

Timer

Responsible person who stands at the end of a lane and records the time of the swimmer in an assigned lane, using a supplied stopwatch. This is broken into two shifts that will switch halfway through the meet. This usually occurs at the start of event #32. This is a great job, as it allows you to be front and center for all races. It might not be great if you have small children who cannot get to their race independently. Wear shoes and hopefully you don't mind getting a little wet. ALL TIMERS must report to the timing meeting which is held usually 15 minutes before the meet. This counts as our check in and will ensure a swift exchange from first to second timing sessions. Usually this occurs after freestyle but will be meet dependent. We will communicate this with you during the timers meeting.

Concessions stand

Your job is to staff the concession booth at home meets.. You can leave the area when your child is swimming. This is broken into two shifts. Once again usually around event #32.

Griller

Grillers are responsible for grilling burgers during the home meets. You will need to arrive about a half an hour before the meet starts. Gets grilling tools/propane tank from pool concessions. This is broken into two shifts.

Runner

Your job is to collect the timer sheets to give to the scoring table. This job requires a love of walking! This is broken into two shifts.

Scoring

We have an automated scoring system, but we need people to learn the system and make sure our home meets are scored correctly. This job takes place under the pavilion, away from the "action."

Ribbon Worker

These individuals affix the scoring labels to the home swim meet ribbons. The ribbons are then put into our swimmers folders or our opposing team's bag. This job will be held the next morning after a meet (Wednesday morning) from 8-930.

Official

This is a trained individual who judges the strokes, turns, and starts during a race. We must provide as many officials as possible. New officials need to attend a training, either in person or online. Officials get free food at meets and will receive additional incentives this year!

Volunteer Jobs Descriptions - Social/Other

Donut Day

Responsible for picking up and/or handing out donuts at practice the morning after swim meets. Please only sign up for 2 donut days so we can share the love.

Spiritwear Coordinator (4 credits)

Connect with a vendor to design and order spiritwear items. Pick up orders, organize, and distribute items to families.

Moonlight Swim Volunteers

Help order pizza, set up and serve food and drinks for swimmers after the "practice." Clean up and supervise swimmers.

Ice Cream Social Volunteers

Purchase ice cream and toppings. Help assist in making ice cream sundaes at the awards banquet and help with clean-up.

Swimmer of the Week

Take photos of Swimmers of the Week and update the bulletin board weekly.

Board Member

These volunteers meet throughout the year setting the course and standards for the swim team. Jobs include President, Secretary, Treasurer, Volunteer Coordinator,

Membership/Computers, Ways and Means, & Concessions. Board members also receive a $30 family discount on yearly registration dues.

Preparing for Swim Meets…

"Declaring" for a Meet

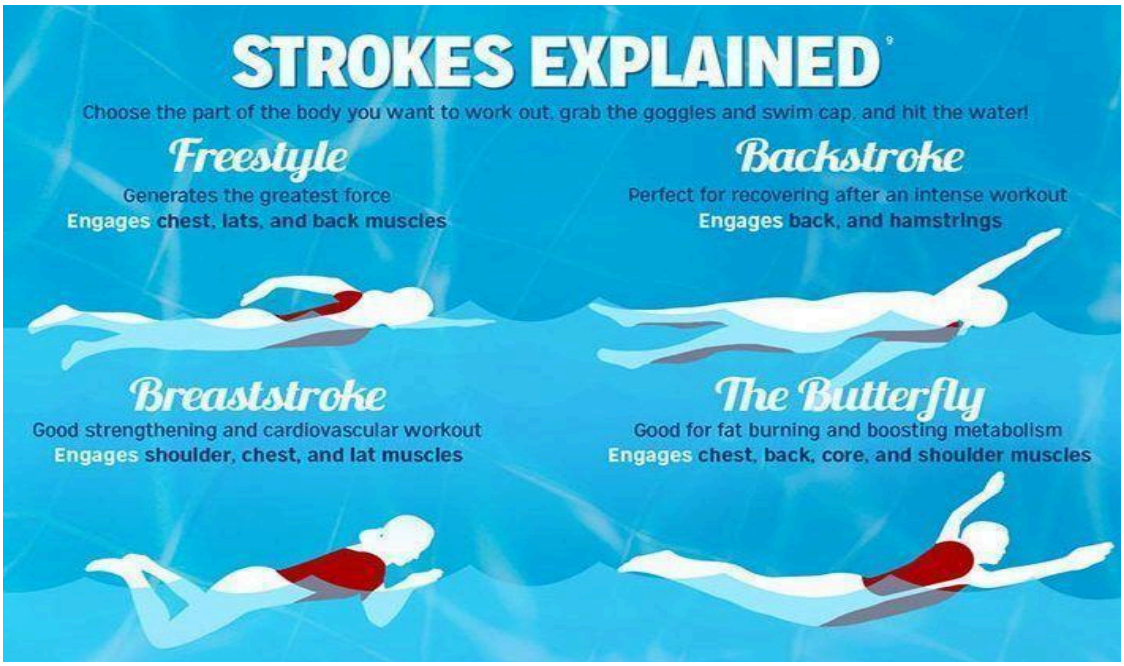
It is EXTREMELY IMPORTANT to declare if your swimmer intends to swim in a meet. This information will be gathered through the Windwood SportsEngine website or SE Motion app. A deadline is set for declaring for each meet. There are limited races and heats in a summer dual meet. Your swimmer will not swim in every event. Expect 1 or 2 races with the possibility of a relay.

1. Go to the Windwood SportsEngine website or use the SportsEngine app
2. Click "Events"
3. Click on the swim meet
4. Click on "declare," choose "Yes, will attend" or "No, will not attend"

About Swim Meets…

Event Order

An EVENT is any race or series of races in a given stroke or distance. Events are designated by a number. Our meets, whether at home or away, have the same events taking place in the same order each meet. The youngest swimmers start each event. Typically the order is: 6 and under, 8 and under, 9-10, 11-12, 13-14 and 15-18.Girls swim first followed by the boys of each age group. The pool is 25 meters long. One lap is 25 meters. 8 and unders swim 25s. All other age groups swim 2 laps (50s). (The IM being the only exception as explained below).



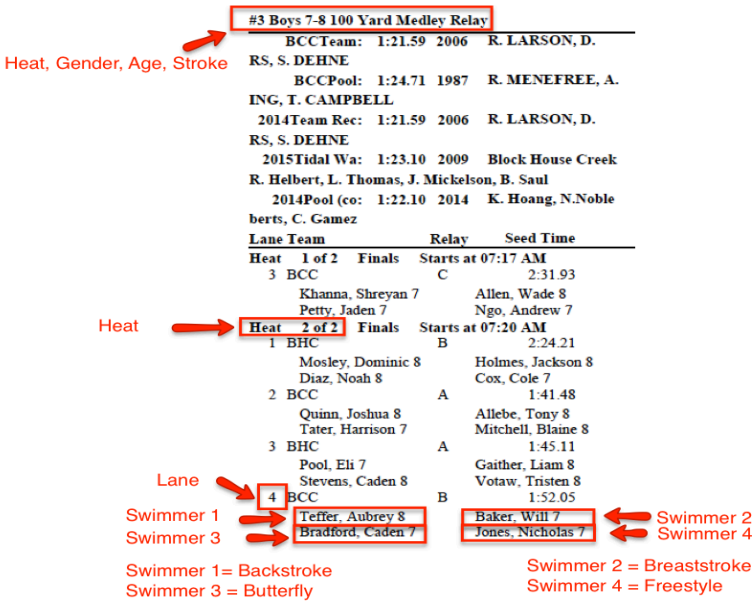
What is a Medley Relay?

4 swimmers, each person swims one stroke.

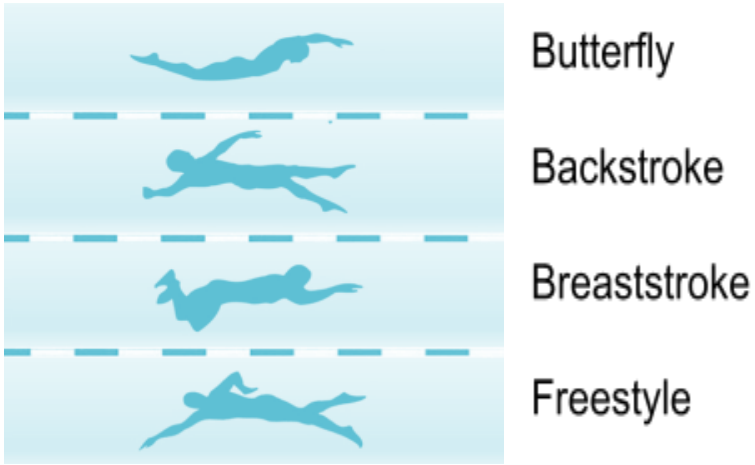
Stroke Order: Backstroke, Breaststroke, Butterfly, Freestyle

Ages 9 and up swim 50's; they all start at the end of the pool with the dive blocks.

8 and under swim 25's so if you have the swimmer who goes first s/he starts at the block end of the pool, 2nd swimmer starts at the shallow end, 3rd is at the blocks and 4th is on the shallow end. Since the 2nd and 4th swimmers start at the shallow end they do NOT dive in, they start in the water. Here is an example of a relay:



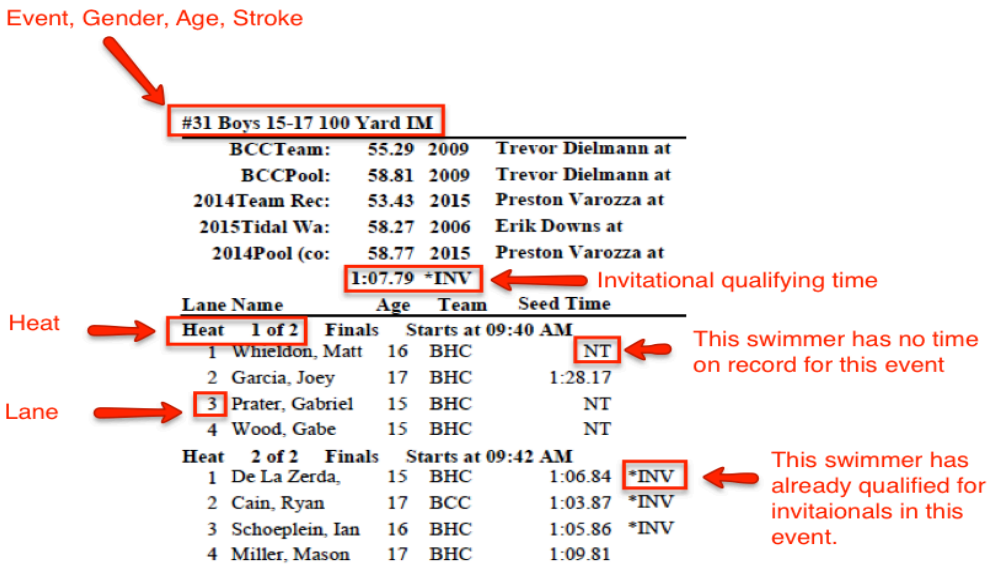
What is an Individual Medley (100 IM)?



One swimmer swims 1 lap each of the 4 strokes in the following order: Butterfly, Backstroke, Breaststroke, Freestyle.

Heat Sheets & "Graffiti"

Heat sheets (printed or digital) tell you what, where, and when your swimmer will swim. This information is generally available at practice on the morning of a meet and on SportsEngine. **Always double check heat sheets AT the meet.** If someone has to pull out of a meet this can change EVERYTHING and is chaotic for the coaches and swimmers alike. On the other hand we understand emergencies happen; just give as much notice as possible.



You will use this information to write something we refer to as ***graffiti*** on the arm of your swimmer. Use a sharpie or black pen. Skin must be completely dry. Don't put sunscreen on the skin you plan to write on! Don't put sunscreen on the writing at all; it will come right off! List the events in order, small and neatly. This will make it easy for your swimmer to keep track of where they need to be and when and will help other swimmers or adults get your young child to the correct lane and position.

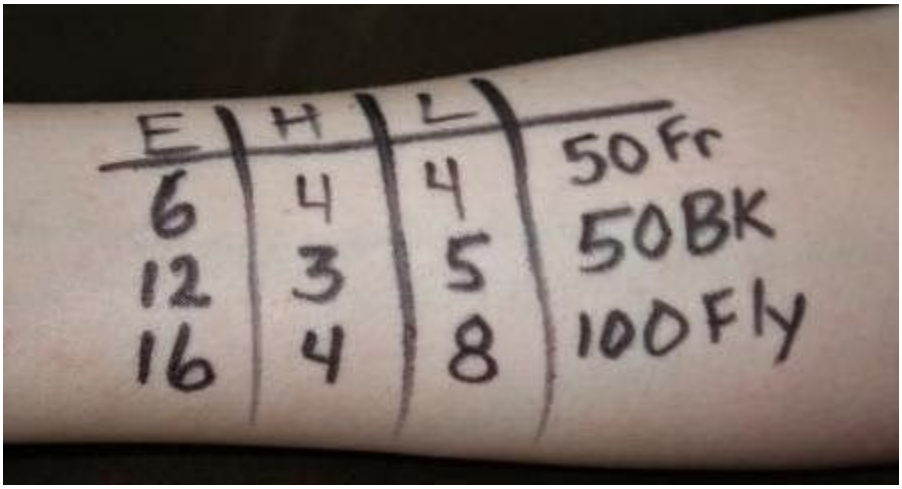
Stroke Abbreviations

"BK": Back

"BR": Breast

"Fly": Butterfly

"FR": Free



Swim Meet "Line Ups" and Last Minute Changes

Most people aren't aware of how much work goes into making a line up for meets. Many factors are considered, such as relay teams, number of events per swimmer, and the need for a valid time in each event for swimmers to compete at Championships.

You may wonder why we focus so much attention on line-ups, but hours of preparation go into each meet. Many times, that preparation is wasted when children show up to swim unannounced, or fail to show up for a meet. One lineup change causes a domino effect within the age group.

Therefore, if you have a schedule change or your swimmer is sick, be sure to contact the Head Coach asap via GroupMe.

At Swim Meets...

Your first meet can be overwhelming and intimidating (especially if it is an away meet); don't panic! At Windwood home swim meets our team sits on the left side of the pool as you walk in the entrance. By team we mean swimmers and family all mixed up together. If it is an *away* meet look around for familiar faces, Windwood swimmers, and Windwood t-shirts/caps. We sit together as a team.

SWIMMERS NEED TO TELL THE COACH SHE/HE HAS ARRIVED!!

Stake a claim. At Windwood we use the pool chairs but you have to get there early to snag one. If you arrive just in time for the meet, bring in your own chairs or blanket to throw on the grass.

*If it is an away meet ASK someone if chairs are needed. The experienced parents can tell you what to bring. Having chairs in the back of the car "just in case" is a good idea. You can also ASK if there will be concessions.

Relax but stay alert. The coaches will be calling for the swimmers to warm-up soon. Make sure your swimmer hears and goes to warm-up.

After warm-ups you will have some time to kill. Swim meets can last 3 - 4 hours. Bring something for your swimmer to do. We've seen Legos on blankets, playing cards, books, board games, action figures and of course, electronics. Bring something for you to do or simply visit with or make new friends. We are friendly and visit with everyone!

STAY ALERT - Some events take forever and some go by quickly. For young swimmers parental help is a necessity! The coaches are coaching and depend on the parents to get kids to the right place at the right time.

*During a meet, the swimmer must line up in his/her appropriate lane two or three events prior to his/her scheduled event. Officials do NOT hold the event to find a swimmer. If your swimmer misses it s/he will NOT have the opportunity to make it up.

CHEER your swimmers on. They may be in the water but they can hear noise at least! They will smile at you as they approach the end of the pool to turn and see you standing there! Encourage them to swim their best. The coaches are there to critique

the swims and to let them know what needs correction. Your swimmer should check in with the coach after they swim. If your swimmer is in a relay, have them stay and watch and cheer on their teammates!

"DQ's"

There are requirements for a stroke to be completed without disqualification. Your swimmer will learn these in time. Be ready for your swimmer to be DQ'd the first few times she or he swims an event. Praise her/him when s/he completes a race without disqualification! Even the most experienced swimmers are occasionally DQ'd.

Leave coaching to the coaches.

Our coaches ask that each athlete come directly to them after his/her race so that they can tell him/her how to do better, congratulate them, whatever is necessary. The main thing is that your athlete realizes that s/he is there to beat his/her own times and, if in doing so, s/he also beats other athletes, what an achievement! Pouting, getting angry, scowling, crying and worst of all bragging is unsportsmanlike conduct. Teach your swimmer to be a good sport and to congratulate the swimmer who wins. Someday it will be your child's turn to be the one congratulated.

Never discuss issues with the coach during meets, practice, or around your swimmer. Please schedule a time to meet that works for both you and the coach.

What Should a Swimmer Bring to a Meet?

- An extra suit (s/he should WEAR their suit to the meet)
- Team swim cap (and an extra since they rip!)
- 2 pairs of goggles (straps seem to snap at meets). Have two pairs of goggles that your swimmer alternates using at practice instead of using a new untested pair at the meet.
- Deck sandals/flip-flops
- Towel(s) depends upon how many swims and your kid's preference
- Warm clothes for between swims (warm-up suit, sweats etc) particularly at our early in the season meets.
- Sunscreen. Very important for all-day invitationals. Remove sunscreen from the goggles area to avoid goggles slipping off during a race.
- Drinking Water!
- Black pen/sharpie
- Baby powder (a small one) to lightly dust the inside of the swim cap after drying them. This keeps it from sticking together.
- Hairbrush, comb, contact solution, eyeglasses and case, girls-only stuff, deodorant, toiletries (if showering before heading home)

- Dry change of clothes for after the meet.
- INHALERS - If your child is asthmatic this is the most important thing they own. Different environments have different triggers. Tell the coaches if your child has asthma and where their inhaler is.
- EPI-PENS - Tell the Coach what your child is allergic to and where the Epi-Pen is located.
- Snacks
- Something to keep them entertained, swim meets are LONG

What Should You Bring to a Meet?

- A COOLER - Most meet locations allow coolers. Some ideas to stock your cooler: raisins, trail mix, fruit, cheese, bagels, bananas, veggies, lunch meat, Gatorade or sports drinks, water. Snack bags of crackers, dry cereal. Swimmers get hungry! No alcohol is permitted on deck at any Tri-County League event.
- Cash - Most locations have concessions. Check with an experienced parent with what may be offered at each meet. In general you can feed your family dinner at most locations. Windwood serves fantastic concessions so have your cash on hand!
- Chairs, something to pass the time for you and your kids.
- For HOME meets, bring your assigned concession item.
- Sunscreen/bug spray
- A positive attitude

Swim Meet Terminology

- **Starting Blocks:** Stand that swimmers use to dive into the water at the start of the meet
- **Lane Line:** The floating markers that separate each lane
- **Lane:** The specific area in which a swimmer is assigned to swim
- **Deck:** The area around the pool
- **Scratch:** Removing a swimmer's name from the roster for a particular meet BEFORE the final lineup is made
- **DQ:** Disqualification of a swimmer through either false starting, illegal turn, or stroke
- **Event:** Name and number of the race
- **False Start:** When a swimmer moves on the block or leaves the blocks before the starting sound
- **Starts:** Action of diving into the water at the start of a race

- **Splits:** Times collected during each turn of a race
- **Touch pad:** White or yellow electronic pad on the wall(s) that registers the time for each swimmer, to include splits and finishes
- **General Warm-Up**: When the main competition pool is open for all swimmers to get into the water to prepare for the meet.
- **Relay:** A team of 4 swimmers who each race a different leg of the race.
- **Heat Sheet:** A packet of paper that lists out the order of events, and includes the heat and lane assignments.
- **Heat:** A division of an event in which there are too many swimmers to compete at one time. These swimmers are typically grouped together by similar times, ensuring that those of close speed/time can race against each other.
- **Exhibition Heat:** Heats determined by the coaches based on the age groups that have the most swimmers. There can be an exhibition max of 10 heats per meet. The times in the exhibition heats count but they do not earn points for the team. Typically the faster swimmers are in the scoring heat.
- **"Call for timers":** When the announcer at a meet requests for help from spectators to assist with the timing at the meet. Usually, volunteers are parents or other family members who came to watch the meet.
- **"I was out-touched":** A swimmer lost a race or placed a position lower by a fraction of a second. In the fight between first and second or a swim off, it's a very hard pill to swallow
- **"Take your mark":** The phrase that the official uses to have the swimmers get ready for a race when they're on the blocks

Frequently Asked Questions

How long does a swim meet last?

Typically, the swimmers will have to be at the pool around 5:00 for warm-ups with the meet starting around 6:00pm and the meet finishing by about 9:30pm.

What about inclement weather?

If it is thundering or lightning then practice is canceled. We do not swim if it is not safe! However, this is not automatic for swim meets (meets are sometimes "delayed"). If it is cold weather, practice will be held at the coach's discretion. If a practice or meet is canceled it will be updated on Facebook and on WIndwood TeamUnify. Be sure to check often.

What kind of fundraising is expected?

The Warriors have a fundraising chairperson who solicits donations from local businesses on a yearly basis. ***If you have your own company or know someone who would like to sponsor the Warriors for the season please contact the chair of "Ways and Means" or any board member***. We raise money through our concessions sales and other funds are raised through participation in various optional fund raising programs. These programs are voluntary but extra fundraising is needed by the team to purchase equipment to run a quality program.

How do we order a swimsuit?

This season team suits will be available to order through Swimville USA in Kenwood, OH. You can take your child in person to Swimville to ensure the right fit, or have them fitted by our rep at our Open House. Order early to make sure the suit is available by the first meet, but don't worry - if your swimmer's suit does not come in before then, they can still swim in the meet! You do not have to purchase a team suit.

Do the kids choose the events they swim in meets?

The short answer is "no". The long answer? Our coaches have to consider many factors in making out a line up. There are limited events for children to swim (remember the 15 individual entries per age group) and not every child is "legal" in every event, meaning they have an official time. The coaches may want to challenge an individual who they think will respond well, or not push a child who will respond negatively to failure. This is ultimately a coaching decision, and parents cannot always appreciate the myriad of factors affecting a large number of children when making out a line up. Again, this is why we encourage our swimmers to attend at least one of the invitational swim meets. At these meets, there are fewer limits placed on entries, and a child can pick their individual events.