



Primary Campus
28 Vo Truong Toan Street, An Phu Ward, Thu Duc City, Ho Chi Minh City, Vietnam

Secondary Campus
1 Xuan Thuy Street, Thao Dien Ward, Thu Duc City, Ho Chi Minh City, Vietnam

Tel: (84-28) 3898 9100 - Fax: (84-28) 3898 9382
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Stingrays Handbook 2025-26

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Vision

Inspiring our swimmers to learn the core values of self-confidence, discipline, leadership, sportsmanship, and team spirit which they will carry with them throughout their lifetime. And instill a lifelong love of the sport of swimming while providing a competitive and safe environment for our swimmers to flourish.

Participation in athletics/swimming is a privilege—not a right—that provides student-athletes with the opportunity to grow athletically, academically, emotionally, physically, and socially. All stakeholders must view athletic/swimming participation and competition as a lifelong learning experience. Being a member of the swim team is voluntary.

Core Values

ISHCMC Aquatics provides lifelong skills that our swimmers can apply in and out of the water. We have an **inclusive** environment where we apply all of our ISHCMC core values of **inclusion, curiosity, achievement, resilience, and empathy** at ISHCMC throughout all of our aquatic's programs. These values with the combination of the dedication, hard work and imagination from our aquatics staff ensure our students to thrive in this culturally diverse environment and develop their own international mindedness.

Stingray Swim Program and Teams

We have three Stingray teams:

- Platinum is our high ability level secondary swim team and is based on the secondary school campus.
- Gold is our high ability level primary swim team based on the primary school campus
- Silver is our developmental primary team based on the primary school campus

In order to achieve continuity and progress of our swimmers, all three teams follow a swim programme that is based around the development of technical skills and drills ([Long Term Athlete Development](#)). All teams use the same swim terminology and language and similar session structures. However, the level of difficulty,



physical and mental expectations, and number of practices offered are differentiated between the three teams. Our goal is to achieve seamless transitions as swimmers progress from one team to another whether at the beginning of an academic year or mid-year.

Stingray Teams

Platinum Swim Team	
Coaches	Deputy / Aquatics Director, Stingray Swim Coaches
Sessions	A Team: 4x (not less than 3x)@ 1.5 hour a week, B Team: 3x (not less than 2x)@ 1.5 hour a week Practices can be made up if communicated with coaches As per Training schedule .
Location	Secondary School Pool
Who can Join	<p>The swimmers in secondary Grade 6-12</p> <ul style="list-style-type: none">• Commit to attend all practices (95%) and required swim meets (such as ISHCMC Invitational, SISAC swim meets, the BIS invitational meet).• Able to demonstrate proficiency in all 4 strokes (200 Freestyle - 200m Backstroke- 200m Breaststroke - 100m Butterfly).• 400m Freestyle• 200m IM.• Able to maintain consistency during practice sessions• Able to execute dives, turns, and streamline positions.
Focus	See Athlete Long Term Development Plan



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	Improvement and refining of strokes, dives, turns, and endurance to improve PB/times. Goal setting, dryland training and character-building.
Competitions	<u>Swim Meet Schedule</u>

Gold Swim Team	
Coaches	Deputy / Aquatics Director, Stingray Swim Coaches
Sessions	3x (not less than 2x) @ 1 hour a week Practices can be made up if communicated with coaches. As per <u>Training schedule</u> .
Location	Primary School Pool
Who can Join	Swimmers in the primary school who focus on techniques, time improvements. Grade 3-5 <ul style="list-style-type: none">• Swimmers commit to attend all practices (95%) and required swim meets (such as ISHCMC Invitational, SISAC swim meets, the BIS invitational meet).• Able to swim 100 m Freestyle, 100m Backstroke, 100m Breaststroke and 50 butterfly continuously.• 100 IM with turns.• 200m Freestyle.• Able to sustain being in the pool during practice sessions• Able to demonstrate certain techniques such as dives



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Focus	<u>See Long Term Athlete Development Plan</u> <ul style="list-style-type: none">• Refinement of the basic strokes and endurance• Introduction to goal setting and using the pace clock• Introduction to training physiology and meet focus• Setting individual PB goals
Competitions	<u>Swim Meet Schedule</u>

Silver Swim Team	
Coaches	Deputy / Aquatics Director, Stingray Swim Coaches
Sessions	2x @ 1 hour a week Practices can be made up if communicated with coaches As per <u>Training schedule</u> .
Location	Primary School Pool
Who can Join	<p>Students who are just starting to swim competitively and wish to take swimming as a competitive sport. Grade 2 - 5</p> <ul style="list-style-type: none">• Swimmers commit to attend all practices (95%) and required swim meets (such as ISHCMC Invitational, SISAC swim meets, the BIS invitational meet).• Able to swim continuously at least 2 strokes (50m Freestyle and 50m Backstroke) for 2 lengths of the pool with dive start.• 100 Freestyle kicks - 100 Backstroke kicks• Able to show endurance• Commit to attend all practices (95%)



	<ul style="list-style-type: none">• 8 and under may be chosen by the coach to compete based on their competence and confidence level.
Focus	<u>See Long Term Athlete Development Plan</u> <ul style="list-style-type: none">• Training focus of this program is technique, basic endurance, and FUN (FUNdamentals of Swimming)• Technical objectives include basic skills acquisition of all strokes, streamlining, dives, and turns.• Overall goal is to establish proficiency in all 4 strokes (non-specialization), learn how to train and have fun in a team environment
Competitions:	<u>Swim Meet Schedule</u>

Stingray Selection

To be part of the Stingray program, during the tryouts, Coaches will select individuals based on several criteria. This includes stroke technique, qualifying times, work ethic, commitment and positive attitude.

All swimmers (returning Stingrays and new swimmers) are required to attend tryouts at the beginning of the year whether or not they were placed on the team the previous year.

Assessments for new students are held at the beginning of each academic year, it will culminate with a timed trial for the students to establish their based times for each stroke.

Individuals who plan to try out for a team must make every effort to be present on the first day of tryouts. In the case of extenuating circumstances, individuals need



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to notify the coach and Athletic Director of their absence prior to the first day of tryouts.

Throughout the year, individual students / new students may come for an assessment (timed) or be selected by coaches by observing students in curricular lessons.

Stingray Pups (Learn 2 Swim, Development Program & Baby Swim)

Stingray Pups is a learn 2 swim programme where students work through several levels of skill development. At ISHCMC we will be following the [STA, Swimming Teacher Association \(UK based curriculum\)](#).

Calendar of Events

There are many opportunities for our Stingrays to compete. Scheduled meets and tournaments for this academic year can be accessed via TEAM UNIFY

2025-26 Events Schedule

Events include

- *Time Trial Swim Meet
- *Internal Swim Meets / Team Bonding events such as ISHSMS Swim Series 1-3 (all 3-swim series must be attended to score at the end)
- ISHCMC Swim Meets
- Local Swim Meets such as AIS Sprints
- Travel Swim Meets / International Swim Meets
- Invitational Swim Meets
- Selected Swim Meets
- Development Swim Meets
- *Dual Meets

Training Schedule

[Click here](#)



Athlete Longterm Development

Young swimmers are particularly vulnerable to overtraining due to their developing bodies and minds. Key risks include:

- Physical Strain: Excessive training without adequate recovery can lead to injuries.
- Mental Fatigue: Overtraining can diminish motivation and enjoyment, leading to burnout.

Conclusion

At ISHCMC we are aiming to balance training intensity, recovery, and holistic athlete development to ensure they thrive in the sport, and stay in the sport while maintaining physical and mental well-being. Which includes:

Age-Appropriate Training: Tailoring programs, training durations and frequency prevents injuries and promotes proper development.

Balanced Conditioning: Focus on strength, coordination, flexibility, and swimming skills is essential.

Maintaining Enjoyment: Keeping the sport enjoyable fosters long-term commitment.

Diverse Opportunities: Competing in various events builds experience and adaptability.

Recovery Focus: Teaching recovery strategies to sustain long-term training.

Swim Meets

Selection criteria:

Coaches will select individuals based on several criteria. This includes stroke technique, qualifying times, requirements of the swim meet to be attended, work ethic, commitment to swim practice and swim meets, positive attitude and performance.

*Internal Meets

An internal swim meet is an event that is held among swimmers only (no parent spectators), these events include but is not limited to: the swim team time trials, the swim series. Internal swim meets are vital not just for swimming more events but as a cornerstone for building a cohesive and effective team. They promote positive



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team work, support for each other, cheering for teammates and ultimately enhancing team bonding.

Local swim meets:

These are swim meets held within or within the vicinity of HCMC. Swimmers are expected to ride the bus to school competitions and back to school. If a student misses the bus and arrives at competition school on their own / late, participation in relays / overall participation is up to the discretion of the coach. Under special circumstances, a student may arrive with their own transport, if this is communicated 48 hours in advance and this is agreed on by the Aquatic Director.

Selected Meets

A selected meet means that swimmers will be selected from the Stingrays based on a criterion for that Swim Meet, this is based on . Qualification times and age Criteria and maximum team numbers are determined by the host of the meet. The SISAC Swim Meet is an example of a selected swim meet.

SISAC Swim Meets

Secondary:

Swimming up guidelines: Only swim up if there is no space in their age group

If they swim up they must stay in that age group

Etiquette - not sending the faster swimmers up

Relays - a swimmer can only swim 1 freestyle and 1 medley relay

Relay teams (2 max per school)

Individuals (4 swimmers per event, per age group, per gender)

Swimmers can swim 3 ind races and 2 relays (5 events max)

1 relay score, 2 individuals score per school

Age Group - Officially change to 1st August

Scoring: 2 swimmers per event/per gender/per age

SISAC Swim Meets

Primary:

Grade 5, Can swim either Primary or Secondary but not both



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Number of swimmers - 5 swimmers for 50m races

4 swimmers for all other races, Ribbons- 1,2,3

Certificates at the end:

MVP, Spirit, Sportsmanship, Skill

Scoring: 2 swimmers per event/per gender/per age

Private coaches: SISAC - Swim Convenor or host school will remove coaches

Invitational Swim Meets- responsibility of the host school

Travel Meets & International Swim Meets

Refers to meets that require travel outside of Ho Chi Minh City. Travel Swim Meets outside of Ho Chi Minh are optional for swimmers. Swimmers travel as a team with ISHCMC coaches, stay together in the same hotel as aligned with the Secondary Athletics policy. (See travel guidelines)

Travel Expenses (Invitational/International Swim Meets)- Secondary School Only

Parents can expect to pay between 11,000,000VND - 18,000,000VND for each trip if their child is selected to participate in an Invitational swim meet. On occasion, there may be costs associated with obtaining entry visas, which is the responsibility of the student. Once notified of selection, travel participants are required to submit a soft copy of their passports and consent through the registration process.

Student-athletes must travel with a valid Temporary Residence Card (TRC) or valid visa and MUST have a passport with at least six months validity.

Example trips:

Patana Trip 2024: 15-16 mil

UNIS Trip 2024: 13mil

Hong Kong/Singapore estimated at 17-18mil.

Timings, Records and Entries

All school records must be swum at a swim meet where the swimmer represented ISHCMC and at an ISHCMC sanctioned event (ISHCMC takes part as a Team).

Entries are based on swimmers times swam at an ISHCMC sanctioned event, the swimmer represented ISHCMC.



Travel guidelines / Code of conduct

This policy aims to promote team unity and ensure the safety and supervision of all participants.

1. **Local Travel:** Teams will be transported by bus to and from venues. A parent's note is required to exclude an athlete/swimmer from bus travel or for early pick-up. Only athletes and coaches will be permitted on the buses. Students must be signed off when they reach their destination or when they travel home with a parent.
2. **Overseas Travel:** The team will travel by plane together and stay together at the hotel. We do not encourage parents to book accommodations at the same hotel or the same flights. Parents may meet their athletes at the venue.
3. **Release time:** Swimmers will get release time where they can meet parents during events, this will be communicated in advance.
4. **Traveling Primary Students:** In Swimming, (opposed to Athletics in Primary School), Students in Grade 3 and above may travel internationally in a similar way to how they do during camp week, provided they can travel independently. If a primary student cannot travel independently, they may only participate in locally organized swim meets (such as it is the case in Athletics at Primary School at the moment).
5. Primary Participants must be in their hotel rooms by 8:30 pm.
Secondary Participants must be in their hotel rooms by 9:00 pm.
6. **Seatings:** Swimmers sit in the team area, parents sit in the spectator area

Awards and Certifications

Secondary Athletic Awards (Season 3)

Individual awards will be given out to celebrate the achievements of our secondary athletes.

Categories:

Most Valuable Player

The recipient of this award should:

- Be a major component of the team's achievements
- Be a role model to his/ her teammates
- Be a dedicated member of the team both in training and competition
- Demonstrate outstanding leadership, both on and off the sports field



- Demonstrate sportsmanship with teammates, opponent, coaches, and Officials

Most Improved Player

- Be a dedicated member of the team both in training and competition
- Demonstrate both mental and physical growth throughout the year
- Demonstrate sportsmanship with teammates, opponent, coaches, and Officials.

Primary Athletic Awards (Season 3)

Individual awards will be given out to celebrate the achievements of our secondary athletes.

Categories:

MVP / Coaches Award

- This award is presented to an individual player/athlete for their outstanding skill
- Commitment
- Influential ability during the season

Most Valuable Athlete

- his award is presented to an individual player/athlete for their outstanding skill
- Commitment
- Influential ability during the season

Sportsmanship Award

- This is for the athlete who displays a high degree of personal integrity and is a strong motivator of the team.
- This athlete displays a strong school spirit
- They frequently display fair play
- They display a lot of respect for others when winning and losing

Wall of Fame Selection Criteria

In selecting swimmers for the Wall of Fame, we adhere to the core principles of ISHCMC, which guide our decision-making process:



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- **Inclusion:** We celebrate the diverse backgrounds and abilities of all our swimmers, ensuring that everyone feels valued and represented.
- **Curiosity:** We seek individuals who demonstrate self-motivation and a continuous pursuit of knowledge. Curiosity drives our swimmers to discover and understand, fostering a love for learning both in and out of the pool.
- **Achievement:** We recognize swimmers who exemplify excellence in both their athletic and personal endeavors.
- **Resilience:** We value swimmers who show self-awareness and confidence, allowing them to overcome setbacks. Resilience helps our swimmers stay motivated, achieve their goals, and lead fulfilling lives.
- **Empathy:** We prioritize swimmers who recognize the humanity in others and treat everyone with respect. Empathy fosters a supportive environment, enabling our team to work together cohesively and build collective efficacy.

By aligning our selection process with these principles, we aim to honor swimmers who not only excel in their sport but also embody the values that make our community strong.

Communication

TeamUnify is the platform where parents / swimmers can register for event preferences, event registration and parents can sign up to volunteer. The event and meet calendar and all practices and workouts are also shown on TeamUnify.

The following information provides guidance on how to register and access TeamUnify.





SEQTA (Secondary) and Toddle (Primary) is used for all official communication.

Whatsapp Groups

Each year a Stingray Parents Whatsapp Community is established. The purpose for the community is for parents to get important information on events before or during upcoming events (swim meets) Concerns such as practice absence or of a personal nature will need to be addressed to the coaches via official line of communication (email).

Code of Conduct

Swimmers' Behavior Code of Conduct

- By accepting a position on the swim team, swimmers have effectively committed to the team and the team schedule, including mid-season and end-of-season swim-meet trips, as outlined before selections.
- Swimmers are expected to maintain a positive and committed attitude throughout the swim season. They should come to swim practice ready to learn and maintain focus throughout each session.
- Swimmers must demonstrate and maintain respectful behavior towards their team-mates, officials and their coaches throughout the season
- Missing a practice because of a forthcoming test or for homework is not an acceptable excuse. The sports schedule is produced well in advance. It is the swimmers' responsibility to plan their homework and study schedule around their commitment to their team and teammates.
- Should there be a genuine need to miss a practice or swim meet, students are expected to make advance arrangements with their coach.
- Students unable to fulfill their commitment to the team in practice or meets may jeopardize their participation in future events.
- Swimmers should maintain good communication with their coach. They must let their coach know in advance of any missed practices or if they are unable to participate for any reason. If a problem arises that cannot be resolved, parents are invited to contact the coach. If the problem can still not be resolved, the Aquatic Director can be asked to mediate.
- Swimmers are not permitted to miss lessons immediately before or following a swim meet due to tiredness or any other factor relating to their participation,



other than injury or illness that prevents them from attending school.

- Swimmers understand that it is a privilege to represent ISHSMC as an athlete in and out of competition and agree to do so in the best manner possible. They will practice good sportsmanship at all times, and they will always support their teammates, sit in the designated team area and travel together as a team.

Swimmers' Practice Code of Conduct

Follow the required training commitment as outlined for each team, attendance requirement is 95%.

- Absences must be communicated well in advance either in person or email
- If the swimmer needs to leave early from practice, notification must be communicated well in advance in person or email
- Unexcused absences will incur consequences such as not being able to attend meets etc.
- Respect starting and finishing times of each training session, a warm up is mandatory before the start of practice.
- Always respect coaches. Communicate respectfully.
- Private coaches/trainers are not allowed on campus at any time during practice.
- Swimmers respect one's own and each other's learning during training and competition.
- Be fully equipped. (Goggles, stingray swim caps, drink bottles,etc)
- Always follow the correct lane etiquette.
- Use the bathroom before each practice session or after a swim set is completed.
- Give 100% effort.

Swim Meet Code of Conduct

- Swimmer's respect start and finish times of the swim meet.
- Swimmers are expected to warm up with the team.
- Be part of the team. Swimmers must stay with their team (swimmers stay in the designated team area, parents stay in the spectator area)
- A swimmer who is leaving the team area must communicate this directly to a coach.



- Private coaches/trainers are not allowed on campus where swimmers are representing ISHCMC.
- Stingrays representing ISHCMC at swim meets/competition must only wear swim team kits (such as Stingray team swim caps and stingray swim suits, stingray swim team T-Shirt, etc.). Full Tech suits are for 12 yrs and older only. All Stingrays are expected to wear an ISHCMC swimsuit when representing ISHCMC (this does not apply to internal competitions e.g. Swim Series / Time Trials – any suit may be worn)
- ISHCMC tech suits may be worn by swimmers 12 years and older, under 12 year-old swimmers may wear an ISHCMC semi-tech suit at competitions or they may wear the ISHCMC lycra swim suits.
- Stingrays may not represent ISHCMC in competitions that are not ISHCMC sanctioned/attended.* see Athletic policy Appendix 1
- If a swimmer wishes to take part in a local swim meet (HASA), the Aquatic Director must be contacted first. (Vietnamese version) (English version)
- Always show good sportsmanship. Congratulate other swimmers after the race regardless of your own result.
- Swimmers are sent by coaches to the marshaling area in time.
- Cheer and Support your teammates.
- Stingrays T-shirt must be worn when receiving awards
- After each race, swimmers go directly to their ISHCMC coaches for feedback
- Swimmers are expected to stay until the end of a swim meet. Swimmers are expected to be available to participate in relays when needed.
- Respect the decision of officials and judges. Only Coaches can liaise with officials and judges

Parents / Guardians Code of Conduct

- **Being a Good Role Model** - Most importantly, show respect and good sportsmanship at all times toward other swimmers, coaches, officials, and opponents.
- **Being Enthusiastic and Supportive** - The best way to help your child achieve goals and reduce the natural fear of failure is through positive reinforcement. Encourage your child's efforts. Your role is to provide love and support regardless of the outcome.
- **Your Child is the Swimmer** - Children need to establish their own goals and make their own progress towards those goals on their own



schedule. Be careful not to impose your standards and goals. Do not overburden your child with achieving best times, making time standards, or winning. Keep your swimmer's development in the proper perspective.

- **Team Etikette:**

Let the swimmer sit in the team area – the parent spectate from the spectator area.

- **Let the Coach be the Coach** – Parents are expected to refrain from making stroke corrections, judging performance or trying to coach their swimmer in any way (during practice or competition). The coach has been hired to teach technique, design the training program, and evaluate your swimmer's performance. When parents interfere with opinions as to how the swimmer should swim, it causes considerable confusion as to who the swimmer should listen to and respect. When you have questions about the swim program or if you can offer insight into your child's learning approach that will enable the coach to be more effective, please confer with the ISHCMC coach.

- **Be a Positive and Constructive Communicator** - If questions, concerns, or problems arise, we readily encourage and want parents to contact our coaches directly. Parents often feel more comfortable discussing concerns or disagreements with other parents rather than taking them directly to the coach. Not only is the problem rarely resolved this way; it often results in new problems being created.

- **Swim Meet Protocol** - Any questions that parents may have concerning meet results, an officiating call, the conduct of a meet, and/or the meet facility should be referred to the Club coaching staff only. Our coaches, in turn, will pursue the question or matter through appropriate channels. Parents are expected to remain in the spectator area and not on the immediate competitive deck or in the Team area.

- **Social Media** - E-Mail and internet websites, such as, but not limited to facebook.com, twitter.com and Instagram, on which people socialize and exchange information, shall not be used to post remarks or pictures that can be considered inflammatory, degrading,



or in poor taste toward any other athlete (ISHCMC Stingray or otherwise), coach, or volunteer. It is also important to note that parents should not post images of other swimmers or members of the community without their consent.

- **Volunteers** - We cannot organize events without your support. Essentially if your child is joining an event, you will need to volunteer at this event. In case of an emergency that you cannot volunteer, please inform us by email BEFORE the event so we can find someone else to cover.

Coaches code of conduct

- Educating swimmers on water safety, providing lifesaving training sessions.
- Coaches have a responsibility towards the welfare of the swimmer in their care during practice time and whilst hosting or traveling for competition.
- Coaches are a positive role model for the swimmers regarding their behavior towards their swimmers, the opposition athletes, parents, coaches and officials.
- Coaches treat all swimmers fairly and with respect.
- Coaches plan their swim-sessions to ensure inclusion, progression, challenge and learning.
- In competitions, depending on the age-group and level being coached, coaches must find an appropriate balance between the desire to win, ensure the development and progression of the swimmer and the need to ensure that all swimmers gain a positive learning experience whilst being part of the team.
- Recording selected training sessions to analyze strokes, techniques, and monitor progress.
- Provide the necessary feedback during practice and competitions
- Organize training and support teams and individual swimmers to meet set goals and objectives.
- Keep up to date with current teaching and coaching practices
- Are attending in-house or external PD session on a regular base to increase their subject knowledge



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- Create a friendly environment with bonding activities.

Team Captains

Team Captains on Stingrays is to understand and learn about leadership and inclusion of athletes in the governance of the Stingrays program.

Duties of Team Captains:

- Lead and promote team spirit and morale across the Stingray program
- Have an athletes' voice in decision making.
- Lead warmups, stretches and cheers and be the representative of the swim team at swim meets.
- Liaise between coaches and the team.
- Assist / get involved where needed such as announcing and handing out awards at ceremonies

Team Captains are selected by swimmers and will hold the position for the academic year.

Parents Involvement

All parents are needed to help and run the meets, this may be as simple as helping to stuff a gift bag, to become a timer, setting up the venue, and to being a Marshal. Everyone pitches in to help run a swim meet whether when we are traveling to a meet or tournament or hosting our own invitational such as the ISHCMC invitational, this is crucial for the success of our swim team and the events.

[Volunteer Job Description](#)

Team Apparel

Stingray Team Shirts and team swimsuits are compulsory.

See below for the requirements for practices and meets.

Practice	Meets/Tournaments
Blue Stingrays cap	White Stingrays caps



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Practice suits
Googles
Training Gear: fins, pull buoy, kickboard, paddles, training snorkels

Stingrays racing suit
Racing goggles
Stingray Team T-Shirt

There is a wide range of Team Gear that swimmers and parents can purchase that can be viewed at the [ONLINE SHOP](#).
Team caps can be purchased from the Uniform Shop



Swimsuit Girl
đ760,000



Swimsuit Boy
đ625,000



Skin-Suit Girl
đ1,000,000



Supporters T-Shirt
đ300,000



Advanced swimsuits (technical / semi-technical swimsuits) can be purchased via RocketScience webpage (Grade 5 and older students) [click here](#).



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Contacts

Please visit either aquatics office in primary or secondary campus to speak to the coaches in person before/after each practice. Alternatively, please email the coaches of each team directly. Please do not communicate to coaches during practice. For Health and safety concerns, our main priority is for the coaches to be 100% focused while the swimmers are in the pool.

Coach / Aquatic Deputy/Directors	Email Contact
Tri Than, Aquatics Administrator (Stingray Pups, L2S)	trithan@ishcmc.edu.vn
Dung Nguyen, Coach (Primary)	dungnguyen2@ishcmc.edu.vn
Luan Mai, Junior Head Coach (Primary)	luanmai@ishcmc.edu.vn
Nhan Vo, Coach (Secondary, Platinum B)	nhanvo@ishcmc.edu.vn
Richard Thorp, Aquatics Deputy	richardthorp@ishcmc.edu.vn
Kathrin Lammers, Aquatics Director	kathrinlammers@ishcmc.edu.vn

Further contacts:



Athletics Director / Deputy Head	Email Contact
Dan Prost, Athletics Director Secondary School	danprost@ishcmc.edu.vn
Laura Comerford, Athletics Director Primary School	lauracomerford@ishcmc.edu.vn
Tosca Killoran, Deputy Head of School	toscakilloran@ishcmc.edu.vn

Further regulations

Any suspension (in-school (ISS) or out-of-school (OSS) means a student is also prohibited from participating in any athletic practice and/or contest during the suspension. If the suspension is in place on a Friday, the student-athlete is prohibited from participating in any practice and/or contests during the weekend. Any athlete who receives a second ISS or OSS suspension during his/her sports season will be dismissed from the team for the remainder of the season.

Abuse of any portion of the Behavior Conduct and all student-eligibility requirements may result in one or more of the following actions by the coach, athletic director, and/or principal:

- Students must be in school for the entire day in order to participate in a swim meet if the meet is on that day.
- Students are required to maintain an attendance equal to or greater than 95% of the training requirements for each team each week. Eligibility for swimmers to compete may be temporarily removed if attendances are not complied with. Further unexcused absences or a period of ineligibility may result in the swimmer being removed from the swim team.
- Restriction or prohibition from any further interscholastic competition
- International travel restrictions



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Email: admissions@ishcmc.edu.vn

Positive Restorative Practice

The coach will deal with any infraction of the swimmer as follows:

- The coach will give the swimmer a verbal and/or written warning via email or DM (dependent on grade level of student).
- The coach will contact the parent and seek their assistance in positive restorative practice.
- Any further occurrence, the coach will confer with leadership, parents and the swimmer for a solution.

ISHCMC Swimming Handbook and Code of Conduct Acknowledgement

Your signature below indicates that you (student/swimmer) and your parent/guardian have read, understand, and agree to comply with all regulations as stated. The agreement is necessary for participation in the Stingray Swim team.

Name (Print name) _____

Signature _____ Date _____

Parent/Guardian (Print name) _____

Signature _____ Date _____

Appendix 1



ISHCMC External Sporting Event Participation Policy

Purpose

This policy outlines the procedures and guidelines for ISHCMC students wishing to participate in athletic events or any external swimming competitions. The aim is to maintain the integrity and reputation of ISHCMC while supporting student-athletes in their pursuits.

Permission for External Participation

- Request for Permission: Students may attend any competition they like representing a club. Athletes wishing to represent ISHCMC at athletic or swimming events outside of ISHCMC must seek prior permission.
- Secondary students should submit their requests to the Athletic / Aquatic Director.
- Primary students should submit their requests to the Primary Athletic Director / Aquatic Director
- For any swimming-related events, requests should be directed to the Aquatic Director.

Team Participation

- If permission is granted and a team from ISHCMC is agreed to attend the event, necessary steps for preparation will be taken by the school.
- Students will receive guidance on training, logistics, and event participation as part of the ISHCMC team, risk assessment and safeguarding procedures are in place, and a coach from ISHCMC will accompany the swimmers.

Independent Participation Restrictions

Should a student choose to attend a sporting event independently or representing a club, they must adhere to the following guidelines:

1. The student may not enter the event representing ISHCMC.
2. The student must not wear any clothing displaying the ISHCMC logo, mascot, or name.
3. Students must refrain from posting on social media about their participation in the event if it involves ISHCMC.
4. Any posts must not include the name of the school or show clothing with the school logo, mascot, or name.

Swimming only: shall there be an agreement that a swimmer may attend independently, a risk assessment, safeguarding document and a waiver of release of liability must be filled out and signed.

Conclusion

By adhering to this policy, ISHCMC aims to foster a culture of respect, integrity, and support for all student-athletes.

This policy will be reviewed annually to ensure its effectiveness and relevance.