



*Welcome guide*

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**Club de natation *Les Citadins***



A new season is upon us! Welcome to all new and old swimmers. We wish you a wonderful season full of new challenges!

Do not hesitate to contact us, after this reading, if some of your questions were not answered. You can always refer to this document that will to be placed on the *Parents* section of our website.

1	JOIN US	2
2	SEND YOUR COMMENTS, SUGGETIONS AND QUESTIONS BY MAIL	2
3	SEND DOCUMENTS AND PAYMENTS VIA THE POOL MAILBOX	3
4	WEB SITE AND NEWSLETTER	3
5	MENU "ATHLETES" ON WEB SITE	3
6	DRESSING DRYLAND	3
7	DISTRIBUTION OF TEAM CAP AND TEE-SHIRTS	3
8	SWIMSUIT FITTING AND ORDER	3
9	SCHOOL COMPETITIONS	4
10	REGISTRATION FOR SCHOOL COMPETITION	4
11	REGITRATION FOR CIVIL COMPETITION.	4
12	HOW TO KNOW IN WHICH COMPETITION YOUR CHILD IS ELLIGIBLE	5
13	SWIM-A-THON	5
14	SPONSORS	5
15	MEMBERSHIP CARD	5
16	CLOTHING	6
17	MATERIEL TO OBTAIN	6
18	VOLUNTEERING AND 50\$ DEPOSIT	6
19	TO RECOVER YOUR DEPOSIT	6
20	ACCOUNT STATEMENT	6

## 1 JOIN US

All the information you might need can be found on our website at [www.lesCitadinsNatation.com](http://www.lesCitadinsNatation.com)

At any time, you can communicate at [lescitadinsnatation@hotmail.com](mailto:lescitadinsnatation@hotmail.com) Your message will be redirected to the right person.

Under "The Club / our management" tab, you can join one of the administrators by clicking on its position. It is the same with "our coaches"

At any time, you can communicate at [lescitadinsnatation@hotmail.com](mailto:lescitadinsnatation@hotmail.com) Your message will be redirected to the right person.

## 2 SEND YOUR COMMENTS, SUGGETIONS AND QUESTIONS BY MAIL

At any time and anonymously, you can leave your comments on the website [www.lescitadinsnatation.com](http://www.lescitadinsnatation.com)

Under the menu "The Club / suggestions"



### 3 SEND DOCUMENTS AND PAYMENTS VIA THE POOL MAILBOX

For any document or payment, a mailbox, locked, is available in the lobby of the pool, near the bulletin board. Clearly identify the name of the swimmer on what you put in the box.

### 4 WEB SITE AND NEWSLETTER

To limit the number of communications in the course of the year, a newsletter will be sent weekly. We ask you to read this document that concerns both groups, morning and evening. It will contain information about events of the coming weeks, particularly registrations at competitions, whether school or civil. It is through the newsletter, you will know the important dates such as Holliday, party and competitions. The newsletter will be sent by email and will always be available in PDF on the home page of the website.

The Web site's home page is the tool to keep abreast of events at the club daily.

### 5 MENU "ATHLETES" ON WEB SITE

You can always check your time in competitions by going to the menu, "your time" under "athletes" . This link takes you to the SwimRankings site, where you only have to enter your name to see all your best times.

The qualifying time for the Quebec Federation of Swimming (FNQ) are available under "qualification time". By age category, you can find out which standards are according to your time

The records of the Club since its formation, are available in the menu "records" in 25m or 50m pool. See also the best time of current club swimmers

### 6 DRESSING DRYLAND

For initiation and pre-development groups in the evening, the dryland will be in swimsuit on the edge of the pool. For groups dev 3 and up, dryland will be in gymnasium therefore include gym shorts, T-shirt and sports shoes in their bag.

### 7 DISTRIBUTION OF TEAM CAP AND TEE-SHIRTS

Tee-shirts and caps will be distributed at parent's meeting or in the following training. There is no charge for these items. If you need a second cap in the course of the year, you can get a new one at a cost of \$ 10. Request by email.

One t-shirt is provided, however replacements are not available. It is therefore important to identify your belongings during competitions.

### 8 SWIMSUIT FITTING AND ORDER

Wearing a team swimsuit with the club logo and the cap is mandatory for all civil competitions. Those with a performance swimsuit as Fastskin, or LZR racer Aquablade can wear it at competitions, but the team suit is to be worn during warm-up.

The dates where you can try on your suit and place the order you will be specified in the newsletter. Prices may vary depending on the quantity ordered, but allow about \$ 65 for women and between \$ 45 and \$ 50 for men depending on whether you choose the jammer or brief.

Swimmers from last year who already have a swimsuit do not have to procure a new one.

For school competitions, the swimsuit is not mandatory but swimmers can get it if they wish.



## 9 SCHOOL COMPETITIONS

All swimmers groups dev 3 am to Elite Group, registered in the morning and attending to Cité-des-Jeunes high school, participate in school competitions. These take place during the week, in the afternoon. Registered swimmers are released from their classes and go to the place of the competition by bus around 12:30. The return is at the Cité-des-Jeunes towards 17.30-18.00. The return to home from school is your responsibility after the competition. One of the competitions will be held at the Cité-des-Jeunes. Parents are welcome to attend.

When the schedule of the RSEQ will be available with the dates of competitions, it will be available on the home page of our website. It will be 4 competitions between school, followed by a regional championship and a provincial championship that generally place during a whole weekend.

There is no charge for these competitions, except the provincial championship of 3 days which can have entry fees for the transportation, accommodation and food.

## 10 REGISTRATION FOR SCHOOL COMPETITION

Approximately three weeks before the competition, you will be notified in the newsletter and the information about the meet will be available on the website. The swimmer registration is automatic, you have nothing to do. If you wish to CANCEL your participation, you must do so BEFORE the deadline indicated in the newsletter. Then you must let us know:

1. by email [lescitadinsnatation@hotmail.com](mailto:lescitadinsnatation@hotmail.com)

**AND**

2. Tell your coach.

Once past the deadline, entries are sent to the RSEQ. The club must pay a penalty fee for any swimmer who does not attend an event, so it's important to check your schedule in advance and stick to your commitment. Insofar relay teams are made up in advance, it is very unpleasant to have team members who do not show up for the competition. Fairness in Sport banner is awarded to the school that has the least absence rate during competitions.

The event you swim within in competitions is chosen jointly by you and your coach. Do not hesitate to express your preference

At each competition, we need a minimum of two parents as timekeeper. You will be ask via the newsletter. If you are available during the day, being timekeeper is the best place for you to see your child swim. A short training will be given on site for beginners but you can also follow a training clinic. To register for official clinics, go to the website, under official, register for a clinic.

## 11 REGISTRATION FOR CIVIL COMPETITION.

All eligible swimmers in civil competitions are automatically registered. A few weeks before the date of the competition, you will receive a notice in the newsletter and information about the competition will be available on the website. To cancel your participation in a competition, you must notify your coach and the Team manager by email to: [lescitadinsnatation@hotmail.com](mailto:lescitadinsnatation@hotmail.com) BEFORE the deadline specified in the invitation to the competition. If no notice is received, you will be registered. There are fees for each competition. Those fees are taken from your reserve account for competitions you paid at registration. Unfortunately, if the cancellation is made after the deadline, entries have already been invoiced by the host club of the competition and you will be charged even if you do not present the day competition, regardless of the reason for the absence, without exception. In summary, you have nothing to do if you go to the competition. If you do not go, you send an email before the deadline.

The civil competitions calendar is available on the home page of the website. It is subject to change, so check regularly.



- **Development 3 AM:** school competitions RSEQ, the 2 Intra-club and the regional (if eligible) organized by the club. You have a competition account \$ 54 to cover the cost of these 3 civil competitions. If you wish to participate in all civil competitions, please contact us to complete your competition account and also tell your coach.
- **Development 2 - 1 – GA and Elite AM :** school competitions RSEQ as well as all civil competitions based of the swimmer qualification
- **Initiation PM :** non-competitive, but may be invited to an intra on the advice of the coach
- **Pre-development, development 3 – 2 – 1- GA and Elite PM:** All civil competitions based on the swimmer's qualification

## 12 HOW TO KNOW IN WHICH COMPETITION YOUR CHILD IS ELLIGIBLE

On the website, in the information of the competition, there will always be a PDF document with the invited swimmers. Always refer to it if you are unsure.

Following the deadline, the "invited swimmers" document will be replaced by "registration" where you can view the events in which the swimmer is registered.

After the competition, the results will be published at the same place.

Any swimmer starting and who has never performed in a competition will participate in regional novice ANRSO (Swimming Association Southwest Shore) if less than 15 years old.

When the swimmer reaches the time for his age group, you change for development competitions and so on. The qualifying time also changes with age. This is the age of the swimmer on the first day of the competition that matters. Sometimes a swimmer loses his qualifications on her/his birthday and must return to regional competitions.

## 13 SWIM-A-THON

There will be no fundraising for the club this year as it concerns the swim-a-thon. The swim-a-thon is mandatory for all. This is an integral part of the training.

Donation application sheets will be available a few weeks before the swim-a-thon. You will receive the information via the newsletter. It's time for all swimmers to go and see friends, neighbors and relatives to sponsor. All money raised by swimmers may be retained by them, a way to fund your registration fees.

## 14 SPONSORS

We are always on the search for sponsors to finance the club. If you own a company or know a business owner, visit our website and become a platinum sponsor, gold, silver or bronze. <http://www.lescitadinsnatation.com/en/node/69>

For each fund sponsorship, 30% of the amount is returned to you in your swimming account. This is a good way to reduce your competition or registration fees.

## 15 MEMBERSHIP CARD

A membership card will be given. Swimmers of last year, keep your old card, it is still valid.

On presentation of this card you are entitled to 10% discount on all swimming equipment at the Intersport shop Bl de la Gare in Vaudreuil-Dorion. You also have a 20% discount at the Boutique Aquasport 940 Bl St-Jean Pointe-Claire



## 16 CLOTHING

When a swimmer reaches a new level of qualification, they receive clothes with the club's logo. Swimmers who achieve the provincial-development level are given gray sweatpants. AA Swimmers will receive a red hoody and AAA level swimmers will receive a navy jacket with their name. These clothes are rewards for qualification standards achieved, they cannot be bought. A swimmer having already qualified, can buy to replace new clothing.

## 17 MATERIEL TO OBTAIN

The GA AM and PM and Elites groups must buy fins, paddles and pull buoy and having them at all workouts. Plan to invest about \$90 on these items.

Dev 1 AM and PM, must obtain palms and pull buoy and have them at all workouts. Plan to invest about \$70 on these items.

You can buy online at our partner Aquam via our website under the menu "Store / swim items" You will have a discount of 25% and 5% is given to the Club.

## 18 VOLUNTEERING AND 50\$ DEPOSIT

During registration, all swimmers participating in civil competitions are actually asked for a \$ 50 check dated June 1st in deposit for volunteering. We ask only one deposit per family. If you have not provided your check, we ask you to do so via the mailbox of the pool at your first training.

## 19 TO RECOVER YOUR DEPOSIT

In order to organize a competition, clubs generally need about 60 volunteers, which therefore requires the participation of all.

To ensure equal participation by all, checks are kept as security until the end of the season and will be deposited only if that volunteering mandate is not filled. To recover the \$ 50, the family must have accumulated 12 points by participating in the following activities:

- Volunteer, Timekeeper for 2 points
- Other official position for 3 points
- Follow or offer a clinic for 6 points
- Be part of a committee for 6 points

Anytime you can subscribe to clinics or to be on the official on the website under the "official" menu

We receive a report of the FNQ confirming your attendance as an official in a competition. This report is not issued if you held the position of timekeeper. To let us know and have your points as timer, you must register your name after the competition. On the site under the menu "parent / volunteer recognition"

## 20 ACCOUNT STATEMENT

A statement of your competition account will be sent in mid-season. It is always available anytime on request. The amount paid at registration is what would normally cost you during the season. If for one reason or another, swimmers participate in more competitions than expected, a statement with the balance payable will be sent by email. It is payable upon receipt