



Club Handbook

This handbook is designed to help parents and athletes have a successful year by providing information, guidelines, and club policies.

Aquatika Synchro Club Handbook

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I. Introduction

Welcome to the Aquatica Synchro Club!

This handbook provides athletes and their families information about the sport of artistic swimming and the policies of Aquatica Synchro. More information and pictures of our teams are available on our website www.aquaticasynchro.com.

VISION 2025

Aquatica Synchro Club maintains its strong club spirit and values, while increasing coach retention, improving athlete enrollment, examining meaningful programming, and striving to achieve competitive results that the Club can capitalize on after 2025.

Mission

Aquatica Synchro Club provides our members with the opportunity to achieve their personal best through a holistic approach.

Values

Respect
Pursuit of Excellence
Teamwork
Healthy Living

Believe Achieve Succeed

Thanks for Joining Us!

Aquatica Synchro Club

All recreational and competitive athletes registered with Aquatica Synchro, as well as their parents/guardians if they are under the age of 18, are members of Aquatica Synchro.

Aquatica Synchro is a non-profit organization run by member volunteers. Only coaches or non-member professionals receive compensation for their services. Participation by all members makes our club successful.

Aquatica Synchro follows the Canadian Sport for Life Long Term Athlete Development (LTAD) model, an athlete-centered developmental pathway whereby athletes follow training, competition, and recovery regimens based on developmental age - the physical, mental and emotional maturation of the individual - rather than chronological age. Read more at <http://canadiansportforlife.ca/learn-about-canadian-sport-life/ltad-stages>

Aquatica Synchro Affiliations

All Aquatica Synchro athletes are registered members of **Manitoba Artistic Swimming** (www.manitobaartisticswimming.ca) and **Canada Artistic Swimming** (www.artisticswimming.ca), the respective provincial and national governing bodies for artistic swimming.

*By registering in a program with Aquatica Synchro, the athlete (and their parent/guardian(s) if the athlete is under the age of 18) become Members of Aquatica Synchro and Manitoba Artistic Swimming. **As Members, it is your responsibility to be familiar with all policies, procedures, codes and bylaws of Aquatica Synchro and Manitoba Artistic Swimming (MAS).***

Aquatica Synchro's Commitment to Its Members

1. Aquatica Synchro maintains a safe and healthy environment in which athletes practice and compete.
2. Within Aquatica Synchro, coaches, athletes and parents will treat each other with respect.
3. The program offered by Aquatica Synchro will be structured to maintain a high quality of athletic standard.
4. Aquatica Synchro will be run as cost effectively as possible.
5. Coaches and the Board of Directors will respond to any questions and concerns from athletes and their families in a timely and fair-minded manner.
6. Coaches report to the Program Coordinators, who are responsible for the programming offered by Aquatica Synchro.

Communications

Aquatica Synchro strives to ensure all parents and athletes have access to the information they need to be successful in the club. In order to achieve this goal, one of the Member-at-Large positions on the Board of Directors is responsible for internal communications to all club members. Efforts will be made to target communications to the appropriate audience (e.g. recreational swimmers vs. competitive athletes).

Aquatica will communicate with members through the following ways:

1. **Email** - Aquatica Synchro sends out emails with pertinent club and training information throughout the competitive season.
 2. **Website** - Aquatica Synchro has a website with information about the club including a calendar of important dates and regular program updates.
 3. **Facebook** - for regular updates on activities of the Aquatica Synchro community
 4. **Board Meetings** are held monthly and are open for all members to attend.
 5. **Parent/Member Meetings** are held a minimum of once per year. The purpose of these meetings is to share information among parents, athletes, coaches, and the Board of Directors. Bring your ideas and improvement opportunities!
 6. **Team parents may be asked to telephone** emergency messages to parents, such as closures due to pool foulings. The Board of Directors and coaches may also communicate via e-mail.
 7. **Team Meetings** are held with the coach, parents, and athletes. These meetings are an opportunity to share team and club information and to make suggestions and ask questions.
1. **Coaches** will let athletes and families know their best times and preferred method (phone, e-mail) for communicating. Please do not call a coach after 9 p.m. unless it's an emergency that cannot wait until the next day. **Remember to talk with a coach only before or after practice and not on pool deck. It is essential not to interrupt valuable practice time.**

II. Recreational Programs

AquaSquirts

AquaSquirts is a play-based program designed for children 5 and up who want to experience the joy of the water. Participants require minimal swimming experience, however they should be comfortable in chest deep water. The program is developed by Canada Artistic Swimming in partnership with the Red Cross. Certified artistic swimming coaches work in the water with young children to develop basic appreciation for water and movement in a safe, fun environment.

Learn to Synch

Learn to Synch provides an opportunity to learn the basic artistic swimming skills. Swimmers work with a qualified coach for one to two hours per week and prepare a routine to perform for the rest of the club and parents at the year-end show. Manitoba Artistic Swimming hosts an optional showcase/competition for recreational athletes in April so they can get a taste of the competitive aspect of the sport.

Clothing and Gear Requirements:

- One-piece swimsuit (any color)
- Goggles
- Nose clip (provided with registration)
- Swim cap (provided with registration)

Class Viewing

All City of Winnipeg pools have viewing areas where classes may be observed. Parents/guardians/family members must observe classes from these specified areas. Parents/guardians/family members of athletes may not sit on pool deck to observe classes.

If there are exceptional circumstances where a parent/guardian/family member must remain on pool deck for their athlete, a written request with explanation should be sent to info@aquaticasynchro.com for board consideration.

Emergencies

In the case of cancellation due to weather or other emergency, the team coach, and/or a member of the Board will try to notify parents.

Prompt Pick-Up

Athletes must be picked up promptly at the end of practice as supervision concludes with the end of practice.

III. Competitive Programs

Aquatica Synchro offers provincial and high performance competitive programs based on the age and skill level of the athletes. Athletes may compete locally, provincially, nationally and internationally. For full program details see the program document online at www.aquaticasynchro.com.

As Artistic Swimming is a team sport, it is expected that all athletes swim a team routine when at all possible. Decisions on team compositions are officially made at the end of September by coaches and may include having athletes of various age groups swim together. Coaches work hard to ensure that athletes are placed in teams that are both developmentally appropriate for each athlete and ensure success for the group. There is an option to add on a solo and/or duet to training if an athlete wishes, but team always takes priority.

Occasionally, there are some years where a team is not viable for a specific age group (ie only 2 or 3 athletes in an age category). If this is the case, coaches may decide to have athletes in that age category exclusively swim solo and/or duet.

Our coaches prepare teams of athletes for competition based on a number of factors, including:

- Age of athlete
- Number of athletes in a category
- Skill in swimming routines
- Technical skills
- Motivation and attitude
- Athlete's goals
- Attendance

Practice Schedule

Practice schedules for athletes will be determined by the Program Coordinators and approved by the Board of Directors prior to the beginning of the competitive season in September.

Class Viewing

All City of Winnipeg pools have viewing areas where classes may be observed. Parents/guardians/family members must observe classes from these specified areas. Parents/guardians/family members of athletes may not sit on the pool deck to observe classes.

If there are exceptional circumstances where a parent/guardian/family member must remain on the pool deck for their athlete, a written request with explanation should be sent to info@aquaticasynchro.com for board consideration.

Competitions

In competition, athletes perform individual "figures" as well as their competitive routine(s). Figures are judged on individual technical skills. Competitive routines are judged on execution, technical difficulty and artistic impression.

A competition schedule is set by Manitoba Artistic Swimming (local competitions) and Canada Artistic Swimming (national competitions) in the fall. The Program Coordinators decide which competition each team will attend. This schedule is communicated to the membership as soon as possible, usually early fall.

In Manitoba, the Provincial and National competitive schedules usually include:

November	Figures Competition
January	Catherine Kerr Classic
February/March	Marjorie Simpson Invitational
April	Land Legacy Competition (provincials)
May	Canadian Prairie Championship (CPC)

The above competitions are held at Pan Am Pool in Winnipeg, except for CPC. The CPC location rotates between Winnipeg, Regina and Saskatoon. (2025 Winnipeg, 2026 Saskatoon, 2027 Regina)

High Performance competitions also include Qualifiers (March) and Nationals (May). The locations for these meets change annually.

Injury/Illness

It is essential that athletes receive the best possible care for active rehabilitation. No matter how minor the injury, the athlete/parent should notify the Lead Coach and team coach to discuss treatment options. The Club has contacts within sport medicine, athletic therapy, chiropractic, massage, etc.

If an athlete is injured they must:

- a) Speak to their team coach,
- b) Seek immediate care from a health professional, and
- c) Plan for active rehabilitation.

Emergencies

In the case of cancellation due to weather or other emergency, the team coach, and/or a member of the Board will try to notify parents.

Prompt Pick-Up

Athletes must be picked up promptly at the end of practice as supervision concludes with the end of practice.

Training fee payments are to be up to date for athletes to be able to participate in competitions. See the Finance section for more details on the Aquatica Synchro Club Registration and Fee Payment Policy.

Clothing and Gear:

- Training: club training suit, goggles, nose clip, swim cap, water bottle
- Figures Competition: one-piece black swimsuit, goggles, nose clip, white swim cap with no markings
- Routine Competition: routine suit(s) and headpiece(s), nose clips, make up
- Club apparel for competition: Aquatica t-shirt and track jacket (purchased through club), black yoga pants, Aquatica swim cap

Moving forward, we will be having a Wardrobe Kit. The items in this kit remain the same from year to year, so if you buy them once you don't have to replace them unless they are worn out or no longer fit! You can sell items that no longer fit to athletes that are buying as well. We will be grandfathering in the wardrobe kits so that no one has to pay the full price all in one season! Our volunteer Wardrobe Coordinator will be sending out information and taking orders in the fall of each season.

High Performance Stream Kit (Youth, Junior & Senior)			
Item	2023/2024	2024/2025	2025/2026 and Onwards
Aquatica Black Cap & noseclip	Included in Registration		
Club Bathing suit (Jolyn) (~\$120)	Required	Required	Required
Track Jacket (Youth: \$114, Adult: \$127)			
Blue Aquatica Shirt (Youth: \$17, Adult \$18)			
Black Aquatica Shirt (Youth: \$17, Adult \$19)			
Club Tank Top (\$20)			
Club Zip up Hoodie (Youth: \$57, Adult: \$87)			
Club Backpack (\$126)		Optional for this season	
Black suit + White Cap	Required but bought on own (any brand)		
Plain Black leggings			
Plain Black Shorts			
Additional items (Deckcoat \$204) are available but optional			

Provincial Stream Kit (PS + 11-12HP)		
Item	2023/2024	2024/2025 and Onwards
Aquatica Black Cap & noseclip	Included in Registration	
Club Bathing suit (~\$120 Jolyn)	Required	Required
Blue Aquatica Shirt (Youth: \$17, Adult \$18)		
Track Jacket (Youth: \$114, Adult: \$127)	Optional this year	
Black suit + White Cap	Required but bought on own (any brand)	
Plain Black leggings		
Plain Black Shorts		
Additional items that are in HP Kit are optional for PS		

Bulk purchases are arranged by the **Wardrobe Coordinator** early in the competitive year in order to take advantage of discounted prices. Families will be notified in advance of ordering and provided with details pertaining to fittings, etc. Athletes can purchase apparel on their own if they prefer.

***Note:** Athletes are encouraged to donate or lend individual routine suits to Aquatica Synchro in order to provide an inventory of suits to be used by successive athletes.*

The Competitive Artistic Swimming Season at a Glance

September – December

- Season Kick-Off (early September)
- Team try-outs (as required) (September)
- Aquatica Synchro Annual meeting (October)
- Choreography Camp (October)
- Meet schedules published (October)
- Additional routines set (October)
- Additional practice times set (October)
- Parent education sessions (October)
- Team apparel orders (October)
- Manitoba Artistic Swimming and Canada Artistic Swimming Annual Meetings (November)
- Suit decisions (November)
- Travel planning (November)
- Holiday breaks (Thanksgiving and late December)
- Athlete and coach clinics (ongoing)

SWIMMING / TRAINING

- Conditioning: building an aerobic base, strengthening, flexibility, team building
- Figure development: review/learning of skulls, positions, transitions
- Routine choreography: creative development, mental training

January – March

- Team meetings to discuss competitions
- Suit and headpiece decoration
- Provincial and national qualifier competition planning
- Local competitions
- Athlete and coach clinics
- Parent education sessions (travel)

SWIMMING / TRAINING

- Conditioning becoming more routine specific, artistic swimming specific strength, flexibility, continued work on figures and routines, mental training/goal setting, nutrition/recovery

April – May

- Continued competition focus
- Manitoba Provincials, Inter-Provincial, and National competitions
- End of season performance celebration
- Year-end celebration including awards & recognition

SWIMMING / TRAINING

- Refinement of routines and figures, conditioning very specific to routine and figures, strengthening, flexibility, mental training, individual performance plans

June - August

- Team try-outs (as required)
- Registration
- Aquatica Summer Training Sessions and Camps

IV. Attendance Policy

Artistic swimming is a team sport with every member playing an important role to ensure success of the team. Regular attendance and prompt arrival times are important to all members of the team. Full teams are required to be able to perform lifts, swim in patterns and for all athletes to be aware of choreography changes and clarifications. Aquatica's attendance policy states:

- All competitive athletes are expected to be at all team practices, choreography camps, and competitions.
- Coaches will document all absences and late arrivals as they occur.
- Coaches should be notified if an athlete is unable to attend practice ASAP so that coaches can make adjustments to their plans accordingly. We understand that sometimes things come up at the last minute (i.e. family emergency, being sick, weather) so in those cases please try to give as much notice as you can.
- Athletes with non-contagious illness or injury that restricts them from swimming are expected to attend practice to participate on deck and keep up with routine changes
- Absences may be excused on a case-by-case basis if prior notice is given and there is a reasonable explanation for the absence, such as:
 - Any contagious illness. Athletes are asked not to attend practice when running a fever or where vomiting has occurred on the day of the practice
 - An injury that prevents the athlete from participating even on deck at practice
 - Mandatory school activities
 - A death in the family
 - Weather

Competitions:

- If an athlete is unable to attend a competition for some reason, they should notify the team coach AND program coordinator as close to the start of the season as possible so that the athlete isn't charged competition fees and coaches can adjust routines if needed. Athletes are registered for competitions up to 6 weeks in advance and fees are non refundable by MAS nor CAS if an athlete can not attend.
- No practices should be missed within two weeks of a local competition, or three weeks of a larger competition (CPC, Qualifiers, Nationals etc.)
- Any extenuating circumstances that come up preventing an athlete from being at practice within that time frame should be brought to the coaches attention as soon as possible to be discussed

Vacation and Extended Absences Parents are encouraged to schedule vacations at times when athletes do not have practices (Christmas break, spring break etc.)

- If a vacation is to be taken during scheduled practice time, written notice to the primary coach and Program Coordinator must be given at least one (1) month beforehand to allow them to plan for the athlete's absence
- Vacations must not be planned within the two weeks prior to competitions, competitions can be found on Manitoba Artistic Swimmings website and in Aquatica's club calendar on our website.
- If a vacation is longer than 2 weeks, or close to a competition, athletes may be asked to attend extra training on their return at the athletes expense to ensure they are caught up.

Consequences of Attendance Violations

- Parents of athletes with 2 unexcused absences a month or 3 excused absences a month will be contacted and a parent/coach meeting will be arranged with the team coach.

- The athlete's commitment and the Club's expectations of the athlete will be discussed.
- If absences continue after the initial meeting with a parent, a second meeting with the program coordinator and a board member will take place to discuss the matter and expectations. A course of action will be determined by the athletes coach and program coordinator at this time, this could include the athlete swimming as an alternate on the team until they can show regular attendance.

V. Additional Routines and Training

Solo & Duet Selection

Athletes are to make solo/duet routine requests by filling out the distributed google form by the end of August.

Final decisions regarding who swims solos, duets and trios, and the partnerships will be made by the coaches by mid-October. Swimming extra routines requires additional training outside of regularly scheduled training hours; therefore there is an additional fee.

Private and Semi-Private Training Requests

Additional private and semi-private training can be requested to supplement regular training, at an additional fee.

Requests are to be made to the team coach who will discuss options with the Program Coordinator. Please note the ability to accommodate these requests depends on pool space and coach availability, and therefore cannot be guaranteed.

VI. Training Fees

Registration fees include registration of the athlete with Manitoba Artistic Swimming and Canada Artistic Swimming, as well as a \$50 non-refundable registration processing fee. Training Fees include facility access and coaching instruction as per the program schedule. Additional mandatory apparel is listed under section on Competitive Programs.

Additional fees include, but are not limited to, fees for additional routine/figure training, competition fees, costs associated with travel and accommodations for out of town competitions, as well as for club purchases made on behalf of a member/athlete. Additional fees are charged to the athlete's account. It is the athlete/parent's responsibility to ensure their account payments are up to date.

Competition fees are the cost of participating in competitions which includes team and/or individual routine fees.

Travel expenses may include lodging, transportation, food, coaches' travel, and chaperone expenses. The cost is divided among the total number of athletes travelling. The expected travel amount per athlete will be provided at the start of the season. **Travel fees must be paid according to the fee schedule set by Aquatica at the beginning of the training season. Otherwise, the athlete will not be eligible to travel.** Unspent funds are credited back to the family's account at the end of the season.

Payments

Registration and fee payments are to be completed using Aquatica Synchro's online registration system. Full fee payment is required at the time of registration for Aquasquirts, Learn to Synch, and Masters recreational programs. For competitive programs, payment can be made in full at the time of registration or based on a recurring payment schedule. For ALL programs, participants **MUST** be registered prior to participating in any Aquatica Synchro program activities.

Families facing financial issues may request modified payment schedules to the Board Chair by emailing president@aquaticasynchro.com.

Aquatica uses Amilia Smart Rec software to manage registration and competition fees. Payments may be made online via Amilia by e-check (direct bank withdrawal) or credit card. There is also the choice to pay offline if e-transfer payment is preferred to payments@aquaticasynchro.com

Members wishing to pay by cheque are to contact the Treasurer by email at treasurer@aquaticasynchro.com to make the necessary arrangements. A \$35 handling fee will be charged for any cheques returned for insufficient funds.

If an account becomes outstanding, the Treasurer will make three attempts to contact the Member regarding their account status, issuing final notice on the third attempt. If payment is not received within 21 days of the third attempt, the athlete will not be allowed to participate in Aquatica Synchro practices or competitions until the situation is corrected. **This policy will be strictly enforced.**

****NOTE*** The Board may grant extensions for payment in special circumstances, for fees and/or travel expenses. Requests for extensions must be presented to the Treasurer in writing or by e-mail before the payment due date.*

Refunds

- Full refund if athlete withdraws prior to first class, less a \$50 non-refundable fee
- Full refund if athlete withdraws prior to third class, less a \$100 non-refundable fee
- No refunds will be issued after the third class, except due to illness or exceptional circumstances
- Refunds will be issued within 21 calendar days

Requests for refunds should be made to treasurer@aquaticasynchro.com.

Pool Closures

There will be instances where a City of Winnipeg will need to close. In the case of pre-planned closures, Aquatica Synchro will make every effort to find an alternate pool for practices. Changes in pool location will be communicated to affected families through email. This information will also be posted in the calendar on our website (aquaticasynchro.com)

There are times when a pool closure is unforeseen, such as in the case of a pool fouling. **Aquatica Synchro does not provide make-up classes for missed practices due to unforeseen circumstances.**

VII. Fundraising

Aquatica Synchro fundraises in order to provide programming to athletes. Competitive athletes must pay a \$400 levy per family, which is due the first week of the season. Cheques will be accepted at information tables at the start of the season. E-transfers can be sent to payments@aquaticasynchro.com. All Competitive families will have the opportunity to earn the \$400 levy back by selling tickets for one or 2 raffles throughout the season. Details of the planned fundraising activities will be sent out at the beginning of the season. Questions regarding fundraising can be sent to fundraising@aquaticasynchro.com

Recreational and Masters athletes are welcome to participate in the fundraising activities, but it is optional.

VIII. Family Commitment Plan

Aquatica Synchro Club depends greatly on volunteers to run the club and competitions it is hosting. Without volunteers, competitions cannot be held. It is hoped that all competitive families will participate in the Family Commitment Plan, but it is not mandatory. If you do not wish to participate, you can indicate this at time of registration via a radio button when enrolling your swimmer for their program. In this case, a family will pay the full levy, which is equivalent to \$1.50 per point required. Visit the website (www.aquaticasynchro.com) for more details.

Families will be responsible for completing a sufficient number of tasks equivalent to their point requirement or paying the levy for any remaining points. The number of 'volunteer points' required per family will depend on the program in which their athlete is registered. (see chart below).

For families with multiple swimmers, the points required will be for the swimmer with the greater number of training hours.

Families will not get paid out for any points completed in excess of their requirement.

Volunteer points are divided into two categories:

- Non-swim meet points: committee or Board positions, information tables, kick-off bbq coordinator, watershow assistant and other promotional activities.
- Swim meet points (competitions): Timer, Scorekeeper, Head Referee, Assistant Referee, Runner, Baker, Officials Hospitality Coordinator, Café Coordinator and Volunteer, Gelling Station Clean-Up, and other competition-related activities

Program	Total Point Requirement	Levy	Swim Meet Points (min. 50%)	Non-Swim Meet Points (50%)
10 & Under Provincial Stream	150	225 \$	75	75
11-12 and Novice Provincial Stream	170	255 \$	85	85
13-15 Provincial Stream	200	300 \$	100	100
16-20 Provincial Stream	200	300 \$	100	100
11-12 HP	220	330 \$	110	110
13-15 High Performance	260	390 \$	130	130
Junior and Senior National Stream	280	420 \$	140	140
Masters Competitive	40	60 \$	20	20

Annex A. Competition Basic Structure

Artistic swimming competitions follow the rules established by Manitoba Artistic Swimming and as set out in the Canada Artistic Swimming (CAS) Rulebook and the FINA Rulebook. FINA is the world governing body for Aquatic sports. The CAS and FINA rulebooks are available on the CAS website: <https://artisticswimming.ca/resources/competitions/rulebooks/>

There are usually two parts to a synchronized swim meet:

- Figure competition
- Routine competition

Sometimes meets are only routine or figures. Meets may run from one or two days or up to a week depending on the type and level of the meet and the number of entries.

Figure competition

Each athlete performs four figures. Each figure is done without music and is executed in front of a panel of three to seven judges who look for two aspects of technical merit:

1. Design or body position
2. Control of movement

Each figure is judged on a scale of 0-10, evaluating the athlete's ability to perform the figure exactly as described in the rulebook.

Process

Upon arrival at the pool, athletes check the posted list of entrants and get their assigned figure 'number'. When competition begins, athletes are assigned a location and a figure to perform. Athletes perform their figure in numerical order. Once one figure is complete, they move on to the next figure, following the same process until all 4 figures have been performed.

Scoring

Figure scores are used in two ways at a meet:

1. Athletes are awarded ribbons (usually the top 6) at the awards ceremony.
2. Figure scores are combined with routine scores to compute the championship score for each event (solo, duet, team, etc).

Routine Competition

A routine is a combination of swimming techniques and original hybrids choreographed to music. Athletes blend in perfect harmony in a pre-determined routine length of 2 to 5 minutes, depending on age and competition level. Teams compete in categories according to their age. At least five judges rank routines based on criteria such as technical merit and artistic impression on a scale of 0-10.

Watch for these routines at a meet:

- **Team:** Four to eight athletes simultaneously "moving as one".
- **Trio:** Three athletes performing images of synchronization, moving as one unit in the water.

- **Duet:** Two athletes performing mirror-like images in the water, synchronized with each other and the music.
- **Solo:** One athlete displaying synchronization with music, with difficulty of moves, creativity, originality and interpretation of music.

A 'draw' is posted at the meet specifying the order in which the routines are performed. This is a random draw done by the meet organizers prior to the meet. Check the posted list of entrants to determine your draw order.

Annex B. Aquatica Synchro Club Athlete Code of Conduct

By registering in a program with Aquatica Synchro, the athlete, and their parent/guardian(s) if the athlete is under the age of 18, become Members of Aquatica Synchro and Manitoba Artistic Swimming. As Members, it is your responsibility to be familiar with the policies, procedures, codes and bylaws of Aquatica Synchro and Manitoba Artistic Swimming.

General Responsibilities:

- Be a believer of artistic swimming, promoting the sport within your community, school, and among your peer groups
- Respect your body and yourself by maintaining a healthy lifestyle and by practicing healthy eating, proper sleep patterns, and positive studying habits
- Be familiar with the Aquatica Synchro Club Handbook (<http://www.aquaticasynchro.com>) and conduct yourself accordingly

Attendance and Participation:

*Each team depends on regular attendance and full participation of **all** of its athletes! For full attendance policy, please refer to Club Handbook at www.aquaticasynchro.com. Generally, attendance expectations are:*

- **Practice:** Athletes are expected to attend and fully participate in all scheduled practices, committing to the entire season. If you are unable to attend a scheduled practice or to fully participate, notify your coach in advance wherever possible.
- **Competition:** Athletes are expected to attend and fully participate in all scheduled competitions in both the figures and routine categories as necessary. If a competition will be missed, the coach must be notified in writing as close as possible to the beginning of the season, except in the case of an injury/illness or family emergency. This letter is to be signed by the coach.
- **Overall punctuality:** Athletes are expected to be on deck and in appropriate attire, fully prepared to participate, as scheduled.

Behaviour:

*As representatives of Aquatica Synchro Club, athletes must maintain high standards of behavior. **Conduct yourself in a professional manner at all times - you are a reflection of your club.***

- Always show respect for coaches, other athletes, judges, meet officials, parents, the general public, and also in your handling of the property of others/equipment/facilities.
- Promote team spirit - present a positive attitude, contribute fully to your team, and demonstrate support for all members of Aquatica during practice and competitions. Wear Aquatica apparel with respect.
- Demonstrate good sportsmanship. Negative behaviour will be dealt with promptly. As such, athletes are encouraged to report to their coach instances of poor sportsmanship or negative behaviour which they have observed or otherwise encountered.
- Keep locker rooms and working areas clean. Discard Knox wrappers, bobby pins, wrappers, and hairnets in trash receptacles.
- Follow the rules and regulations of competitive meets, whether local, inter-provincial, or national. Consult the ASC Handbook for additional details concerning athlete conduct during meets.

Violations of this Code of Conduct and/or other Aquatica and MAS Policies:

- Violations of the Aquatica Athlete Code of Conduct will be handled as outlined in the Conflict Resolution Policy. Instances involving individuals outside of Aquatica and/or internal instances that cannot be resolved are subject to the disciplinary procedures of the MAS Discipline Policy.
- Violations of any other Aquatica policy will be handled in this same manner or as stated in the specific policy.

- Violations of MAS polices are subject to the disciplinary procedures of the MAS Discipline Policy or as stated in the specific policy.