

# **PORTOLA HIGH SCHOOL**



**SWIM & DIVE HANDBOOK  
2023**

# GENERAL INFORMATION

## HEAD COACH AND CONTACT

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## MISSION STATEMENT

The Bulldogs' swim team develops student-athletes to be the best version of themselves as athletes and people in society. We strive for success through physical, social, and mental development while achieving academic excellence.

## VISION STATEMENT

Our commitment is to guide student-athletes through growth in the sport and growth into the people they want to become. Because of our strong sense of character, dedication to academics, and community influence, we are a highly recognizable, accomplished, and competitive swim program.

## CORE VALUES

1. Maximum Effort
2. Leadership Through Character
3. Academic Excellence
4. Competitive Excellence

## 2023 SEASON PREVIEW

We are part of the Pacific Coast League (PCL). The league consists of Beckman, Irvine, Laguna Hills, Northwood, Portola, Sage Hill, University, and Woodbridge. We compete in CIF-Southern Section and our 2022 Division placement is Division 1.

The season is 12 weeks long, plus another 1-2 weeks of CIF for Varsity student-athletes. Weeks 1-11 consist of practices, dual meets, and occasional invitational meets. Week 12 is our final League meet, which is also the season's focus meet. All student-athletes are expected to attend the League meet. Varsity and Junior Varsity teams are expected to compete in prelims and finals. Open is expected to compete in finals.

Individuals and relays that qualify for CIF are expected to attend the CIF meets (prelims and finals) in May.

Swimmers are placed in a group that is best suited for them as an individual and for the team to succeed. They are placed accordingly based on experience, stroke technique, competitiveness, schedules, roster limitations, club times, and times taken from the Bulldog Pentathlon meet.

- Varsity – Swimmers must have 2.0 GPA, attend meets, attend afternoon AND morning practices
- Junior Varsity – Swimmers must have 2.0 GPA, attend meets, and attend afternoon practices
- Open – Swimmers must have 2.0 GPA, attend meets, and attend afternoon practices

**\*Note: There are practices during Spring Break, there are meets scheduled on Saturdays, and there is a Varsity/JV invite during Spring Break.** To be successful, it is imperative student-athletes attend. We kindly ask you take vacations after the season is complete.

# TEAM POLICIES

## FIVE GENERAL RULES

### 1. COMMUNICATE

- Student-athletes must inform coaches if they are missing practice or a meet
- Student-athletes must inform teachers when they will miss class due to an athletic function
- Student-athletes are responsible for communicating needs, problems, questions, injuries, and goals with the coaches
- Student-athletes are responsible for communicating team functions to their parents

### 2. TEAM FIRST

- Always practice a selfless, serving others attitude
- Work towards the team goal and team vision
- Do not give up on yourself or your teammates
- Think about how your actions, choices, and attitude impact others around you
- Student-athletes should wear their appropriate "meet day" attire to all meets
- Student-athletes must remain at swim meets for the entire duration of the meet to support teammates
- Show your teammates you care about them by supporting them physically, socially, and emotionally - celebrate their success
- No phones during practices or meets

### 3. TIMELINESS

- Be on time - Being on time means 10 minutes early
- Student-athletes communicate with their parents the importance of being on time
- Plan routes ahead of time
- Student-athletes hold teammates accountable for tardiness
- Punctuality shows others you value their time
- Demonstrates organization and dependability

### 4. RESPECT

- Talk and listen to others with respect, love, and empathy
- Make sure facilities (home or away) are cleaner than when you found it
- Abide by all IUSD and PHS rules
- Thank bus drivers, facilities crew, officials, and opponents
- No swearing or derogatory terms
- No drugs or alcohol - student-athletes will be reported to the athletic department immediately
- Treat people with kindness
- When you finish a race, stay in the water until everyone in your race has finished to show good sportsmanship

### 5. COACHABLE

- Listen to your coach's advice and guidance. Complaining and whining does not help you or the team
- Show our teammates you want to be here
- Take construct criticism as a positive - coaches are here to help you improve as athletes and people
- Be optimistic and open to change or new ideas

## **APPROPRIATE BEHAVIOR EXPECTATIONS**

- Always giving best effort – in the pool, in the classroom, at home, in public. You are ambassadors to the swim/dive program and the school.
- Being committed – commit to individual goals, team goals, and growing as a student-athlete and person of great character
- Positive attitude – helps you cope easier with stressors
- Care – care about your team and individual success

## **DISCIPLINARY CONSEQUENCES**

We do NOT accept behavior reflecting entitlement, apathy, lack of respect, and selfishness. Should a student-athlete exhibit signs of inappropriate behavior, coaches will first warn the student-athlete about the behavior. If behavior is not corrected after multiple warnings, coaches will meet with the student-athlete individually to review team culture and individual and team goals.

Repeated behavior violations or serious infractions including violence, bullying, drugs, or alcohol are subjected to loss (of participation, varsity letter, eligibility, team awards, travel privileges, etc.), suspension, or removal of the team. Suspension or dismissal from team policies are outlined in the PHS Athletic Code.

## **ATTENDANCE**

Attendance is a crucial aspect of being a part of the Portola Swim & Dive Team. The success of our program depends upon everyone making the commitment to each other to attend all practices and meets. We all lose if you are not in attendance. We require 100% attendance at all practices and meets. **If you cannot get in the water due to an injury or illness, you still need to attend practice or a meet unless this has been discussed with the coaches.**

If a student-athlete misses practice or meets without prior notification to the head coach, the student-athlete is charged with an unexcused absence. Excessive tardies will result in an unexcused absence.

**Your grade in the class will also be based on your attendance.** Parents will be contacted after a swimmer has 2 unexcused absences as a warning. This includes meets and practices.

A: 0-3 unexcused absences

B: 4-6

C: 7-9

F: 10 or more

## **LETTERING**

To receive a Varsity letter, an athlete must:

- Swim 80% of the meets on Varsity **OR** compete on Varsity at the final PCL meet
- **AND** Be in good academic standing – minimum 2.0 GPA at the most recent grading period and have no current grades below a “C” (you are a student first, athlete second)
- **AND** Abide by all attitude, conduct, and sportsmanship expectations listed in this handbook, Portola Athletic handbook, and IUSD Athletic Handbook

Scholar-athlete patches are awarded to swimmers on Varsity who have a 3.5 GPA or higher

## PRACTICES

Practices are Monday-Friday from 2:30pm to 5:00pm. Minimum days are 11:45am to 2:00pm. Varsity also has morning weights on Mondays and Thursdays from 7:00am-8:00am. There are optional, team camaraderie Saturday practices offered throughout the season that include team hikes and beach practices.

Equipment required for practices

- Swimsuit
- Cap and goggles
- Towel
- Water & light snack (granola bar or fruit)
- Short Fins (are optional, but we do use them in practice) Example:  
<https://casswimshop.com/equipmentaccessories/training/fins/1e207-powerfin-pro-1e207-powerfin-pro.html>

### SPRING BREAK PRACTICES

Spring break workouts are Monday, April 3 through Friday, April 7<sup>th</sup>. Our practice times this week are 7:00-10:00am and include “dryland” and swimming. These workouts are mandatory. Your grade will not be “punished” for missing spring break practices, but there will be other consequences. This will subsequently affect your success.

### CLUB SWIMMERS

Student-athletes who are members of Portola Swim must train with the high school team. Club swimmers who have at least 2 Varsity Top 16 times from the 2022 PCL meet in 2 different strokes (or 3 times in all freestyle) may continue training club. The time standards are listed on the Time Standards page below listed as “Training Club”. It is expected these student-athletes still abide by all Portola Swim policies and:

1. They attend practice at their club at least 5 times a week.
2. Whenever their club practice does not interfere with high school practice, they are required to be at high school practice.
3. **They attend every high school meet.** Failure to do so will result in an unexcused absence.
4. They attend morning weights and team meetings.
5. They “check-in” with the coach at the beginning of every high school practice as part of their attendance. Failure to “check-in” is an unexcused absence.

Remember, you are part of the high school team. Do not make it a habit only showing up for meets. You must be at every practice that does not conflict with club practice.

## MEETS

Attendance is mandatory at every meet you are selected to participate in. The entire team is expected to attend all dual meets unless otherwise notified. Rosters for relay meets and invitationals will typically be Varsity and JV athletes unless otherwise notified. If you're not selected for a relay meet or invitational, you are expected to be at practice.

Lineups for meets are typically released to the team the day of the meet. Lineups are designed to put the team in the best position to win and help with individual success. Any issues need to be respectfully communicated student-athlete to coach when appropriate.

Any absences need to be communicated to the head coach as soon as possible. If you wake up sick that morning, communicate to the coach immediately. Lineups cannot be changed once the meet starts per PCL rules. It is imperative you communicate to avoid the team losing points.

Equipment required for meets

- Portola swimsuit or solid black swimsuit
- Portola cap
- Portola swim Game-day shirts
- Towels
- Two pairs of goggles
- Water & snacks

## TEAM GEAR

All apparel and equipment are purchased from our team store at CAS Swim Shop  
[www.casswimshop.com](http://www.casswimshop.com) Code: **PTHS**

Team provides student-athletes with a Latex Portola Swim cap and Portola Swim Game Day shirt

### REQUIRED PURCHASE

- Portola Swim team suit or solid black swimsuit
- Goggles

### SUGGESTED APPAREL

- Short fins (we will be using them in practice)
- Team backpack
- Parka
- Warm-ups
- Other apparel listed on the team store is open to all family members to represent Portola Swim!

## TRANSPORTATION

All athletes are required to ride the bus to and from away meets. If no bus is provided (Saturday meets will not have a bus), student-athletes must arrange their own rides. In addition, many fun and or informative things occur on a bus ride home, which you will not want to miss. If for some reason an athlete needs to be picked up from an away meet, we ask that a parent or guardian of the student-athlete physically sign a sheet stating the time they picked up the athlete. These arrangements need to be made prior to the meet starting.

Everyone is expected to behave appropriately and follow the swim team policies, IUSD policies, and bus driver policies during all bus trips. Failure to do so will result in consequences.

## TRYOUT PROCEDURE

Our #1 priority is to develop student-athletes safely. With safety in mind, the team can only accommodate 55-60 girls and 55-60 boys. Tryouts are done yearly to ensure everyone has a fair opportunity to join the team. Tryouts solidify the team roster - they do NOT decide Varsity, Junior Varsity, and Open - this is determined in mid-February after the Bulldog Pentathlon.

### ATHLETIC CLEARANCE

Prior to tryouts, all student-athletes must be athletically cleared to participate. Student-athletes must create an account on [www.athleticclearance.com](http://www.athleticclearance.com) yearly, ensure all digital forms are signed, insurance information is inputted, and upload a physical form completed by a doctor. Once this is complete, student-athletes are required to print and sign a confirmation page and return it to the athletic office for clearance.

Failure to be athletically cleared by the tryout date will cause you to be ineligible to participate.

### 2023 TRYOUT DATES

Girls: Monday, December 5

- Group A @ 2:30pm
- Group B @ 3:30pm
- Group C @ 4:30pm

Boys: Tuesday, December 6

- Group A @ 2:30pm
- Group B @ 3:30pm
- Group C @ 4:30pm

Makeup Date: Friday, December 9 @ 2:30pm

### 2023 TRYOUT REQUIREMENTS

- Warmup (not tested)
  - 200 swim
  - 200 kick
  - 200 IM
- Set #1 - For completion (make the interval)
  - 5x100 @ 1:45 free
  - 5x100 @ 2:05 IM
- Set #2 – Best Average (recording all times and averaging them to rank swimmers)
  - 10x50 @ 1:00 free
- 200 Cooldown

If you intend to try out for the team, fill out this form before December 1:

<https://forms.gle/FpEpSvHvmLKEc4yM9> You will be assigned a tryout Group by December 3<sup>rd</sup>.

If you are a returning Varsity member or are a senior who has been part of our program since you were a freshman, you do NOT need to tryout, however, you need to declare your intent to be on the team and be athletically cleared before December 1 - <https://forms.gle/gudMKVShaEB2xbVZ9>. Failure to do so results in forfeiting your spot.

## **PARENT EXPECTATIONS**

Parents, your kids would not be here without you. You taught them to strive for excellence in everything they do. In order for your kids to have the best experience possible, please be equally as loyal and committed to the team too!

- Encourage your child to communicate with the coaches regarding all injuries, issues, etc. – Coaches love hearing from the parents, but it is the swimmer's responsibility to communicate with coaches, not yours. This is an important part of your swimmer learning independence and personal responsibility.
- Injuries: The coaches are highly trained to deal with injuries and accommodating the swimmer. We have an athletic trainer on staff who can look at your child too.
- Respect the swimmers, coaches, and officials from the stands
- Do not attend practice – it can be a distraction to the entire team
- Support all swimmers in our program in addition to your child – high school swim is a team sport!
- Volunteer your time when you can at meets and outside of practice – snack bar, booster, fundraising. It is super appreciated!
- If your child is on the team, please encourage them to BE a part of the team. This means showing up on time, not making excuses for them, etc. – Your child will really appreciate it!



## PORTOLA SWIM SCHEDULE 2023

Day	Time	Event	Location
12/5-12/6		Tryouts	PHS
12/9	2:30pm	Make-up Tryouts	PHS
1/18	7:00pm	Athlete/Parent Meeting via Zoom	Zoom
2/6	2:30pm	First Day of practice – practice time this week is TBA – pending girls WP playoffs	PHS
<b>2/15</b>	<b>3:30pm</b>	<b>Bulldog Pentathlon – Intrasquad Meet</b>	PHS
2/16	2:30	Team Picture	PHS
<b>2/22</b>	<b>3:30pm</b>	<b>PHS vs Dana Hills</b>	<b>PHS</b>
2/24	3:30pm	Irvine Relays Varsity/JV Boys/Girls	IHS
3/1	3:30pm	PHS @ Beckman*	BHS
3/2	3:00pm	Capo Relays Varsity Girl's Prelims	CVHS
3/3	3:00pm	Capo Relays Varsity Boy's Prelims	CVHS
3/4	10:00am	Capo Relays Varsity G&B Finals	CVHS
<b>3/8</b>	<b>3:30pm</b>	<b>PHS vs University*</b>	<b>PHS</b>
3/15	3:30pm	PHS @ Sage Hill*	SHHS
3/22	3:30pm	PHS @ Irvine*	IHS
3/29	3:30pm	PHS @ Woodbridge*	WHS
3/31	3:00pm	JSerra Invite – Varsity Boys & Girls Prelims	JSCHS
4/1	9:00am	JSerra Invite – JV Boys & Girls Prelims	JSCHS
4/1	3:00pm	JSerra Invite – Varsity/JV Boys & Girls Finals	JSCHS
4/3-4/7	7-10am	Spring Break practices	PHS
4/8	TBA	Beach Practice	Aliso Creek
<b>4/12</b>	<b>3:30pm</b>	<b>PHS vs Northwood*</b>	<b>PHS</b>
<b>4/19</b>	<b>3:30pm</b>	<b>PHS vs Laguna Hills* - SENIOR NIGHT</b>	<b>PHS</b>
4/25	2:00pm	PCL Girls V/JV Prelims & Open Finals	TBA
4/26	2:00pm	PCL Boys V/JV Prelims & Open Finals	TBA
4/28	2:00pm	PCL Varsity/JV Girls & Boys Finals	TBA
5/4-5/6	TBA	CIF-SS Week	TBA
5/11-13	TBA	CIF State	TBA
TBA	TBA	Banquet (Tentative)	PHS

**BOLD** = Home meets  
League meets\*

# TIME STANDARDS

## Girls

		All-American Auto	All-American Cons	CIF State Auto	CIF State Cons	CIF-SS Auto	CIF-SS Cons	Training Club PCL Top 16
200	Medley Relay	1:44.25	1:46.16					
200	Free	1:48.76	1:50.56					2:07.32
200	IM	2:01.46	2:03.55					2:25.55
50	Free	23.17	23.53					26.00
100	Fly	54.39	55.48					1:04.28
100	Free	50.17	51.00					57.29
500	Free	4:52.54	4:57.06					5:49.12
200	Free Relay	1:35.33	1:36.73					
100	Back	54.75	55.83					1:04.84
100	Breast	1:02.58	1:03.75					1:14.65
400	Free Relay	3:27.49	3:30.90					

## Boys

		All-American Auto	All-American Cons	CIF State Auto	CIF State Cons	CIF-SS Auto	CIF-SS Cons	Training Club PCL Top 16
200	Medley Relay	1:32.90	1:34.48					
200	Free	1:38.42	1:40.06					1:50.86
200	IM	1:49.41	1:51.52					2:05.18
50	Free	20.49	20.87					22.64
100	Fly	48.72	49.77					54.69
100	Free	44.86	45.67					50.17
500	Free	4:28.76	4:33.05					5:05.99
200	Free Relay	1:24.50	1:25.77					
100	Back	49.09	50.24					59.32
100	Breast	55.65	56.83					1:02.83
400	Free Relay	3:05.78	3:08.49					

All-American = National Top 100 High School Times

CIF State (released in Jan 2023) = Qualifications for CIF State Meet

CIF-SS (released in Jan 2023) = Qualifications for our regional CIF-Southern Section Meet

Training Club PCL Top 16 = Club swimmers must have at least 2 of these standards in different strokes or 3 standards in free events to continue training with their club during the season. All other club swimmers must train with the high school team.

## **PHS SWIM/DIVE TEAM AGREEMENT**

As a student-athlete of the 2023 Portola Swim Team, I have received, read, and understand the information and rules provided in the Portola Swim Handbook. I agree that I will abide by these rules and expectations.

\_\_\_\_\_  
Student – Athlete’s Name (please print)

\_\_\_\_\_  
Student – Athlete’s Signature

\_\_\_\_\_  
Date

As a parent of a student-athlete of the 2023 Portola Swim Team, I have received, read, and understand the information and rules provided in the Portola Swim Handbook. I agree that my student-athlete will abide by these rules and expectations.

\_\_\_\_\_  
Parent Name (please print)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date