

Mission Viejo Nadadores

Diving



2023-2024

TEAM HANDBOOK



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Introduction

Welcome to Mission Viejo Nadadores Diving! This handbook is designed to inform you of all pertinent information regarding membership in MVND. We encourage you to become familiar with the structure and management of MVND and invite you to become involved!

Diving develops both the body and the mind. The MVND program strives to instill self-esteem, personal accountability, self-motivation, mental toughness, physical fitness, goal setting, respect for others, perseverance, team spirit and loyalty.

Diving offers a wide range of opportunities and learning experiences including:

- 1) Development of technical skills and confidence in physical abilities
- 2) Learning to face challenges and overcoming fears
- 3) Learning to use your mind and developing your body
- 4) The experience of being a team member
- 5) Developing self-discipline
- 6) The opportunity to meet other athletes
- 7) The opportunity to reach your personal potential
- 8) The opportunity to pursue diving in college and earn scholarships
- 9) Become an international representative (i.e. World Championships, Pan Am Games, etc.)
- 10) Make an Olympic Team

Our elite divers have been invited to attend and compete for the nation's finest universities with athletic and academic scholarships. Some of the schools our divers have attended: Air Force Academy, Dartmouth College, Harvard University, Yale, Georgia Tech, Naval Academy, University of California (Davis, Los Angeles, Santa Barbara, and Berkeley), University of Miami, University of Massachusetts, University of North Carolina, Stanford, Virginia, Wisconsin, USC, Cornell, UNLV, Michigan, San Diego State University, University of Houston, Indiana University, Purdue University, University of Texas, University of Kentucky, University of Arizona, Florida State University and Pepperdine.

Team and Individual Accomplishments: Please see our web site at mvndive.com

Anti-Discrimination/Equal Opportunity Employer

Adopted by the MVNF Board of Directors on 9/14/2017

Mission Viejo Nadadores does not and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, and vendors.

Mission Viejo Nadadores is an equal opportunity employer. We will not discriminate and will take measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

Program Fact Sheet

The sport of diving is a safe, fun, exciting, and extremely rewarding sport for youth. Millions of children participate in organized sports, but only a few thousand of the most talented become divers.

While many divers dream of making the Olympic Games, others dream of making their High School teams, or receiving a scholarship to college. Some may simply want to experience the sensation of flight in a recreational fashion. Our goal at Mission Viejo is to provide the opportunity for athletes at all interest levels in the sport of diving, the opportunity to thrive and enjoy what they are doing.

Mission Statement: The Mission Viejo Nadadores Diving Program is committed to providing a safe place for everyone who has a passion to pursue the beautiful sport of diving. The Marguerite Aquatics Complex is equipped with a full complement of springboards, platforms, and skill progression apparatus, to teach all abilities, from the beginner to Olympic-bound athletes. The staff provides a positive, respectful, and disciplined learning environment. It is the coaches' expectations that each individual participating has a rich and rewarding experience through personal success and team/coach camaraderie. It is our hope that all MVND members (divers and parents) make lifelong friends in the diving community.

Safe Sport: The coaching staff and the organization adhere to the principles, policies and procedures established by Safe Sport and S.534 - Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017 to prevent emotional, physical, and child abuse of amateur athletes. We also comply with the reporting requirements of the Victims of Child Abuse Act and have established reasonable procedures to limit one-on-one interactions between an amateur athlete who is a minor and an adult and have policies in place to prohibit retaliation.

Due to new Safe Sport regulations, any athlete or Master diver, 18 or over, wishing to participate in the program and/or competitions, must have completed the Safe Sport module at usadiving.org prior to participation and show proof of completion.

Membership: There are approximately 180 divers involved in the MVND Program: 45 ongoing lessons and Gym2Dive, 85 Novice, 50 JO Divers (in 4 different training sessions).

Full time staff: All coaches are safety trained through USA Diving. Each has passed a series of Safe Sport tests, completed a background check, been concussion trained, and is CPR First Aid, AED and Lifeguard certified.

Elite/High Performance Director	John Appleman
Associate Head Coach	Todd Mulzet
Associate Head Coach	Lauren Thiel-Lopez
Director of Developmental Diving	Liz Sanchez
Lead Developmental Diving Coach	Grayson Campbell
General Manager	Teri Chamoures

See the MVND website for bios of all our coaches and staff.

Facility: The Marguerite Aquatic Center is one of the premier outdoor facilities in the country. Its physical address is: 27474 Casta Del Sol, Mission Viejo, CA 92692.

Programs: Elite Gold, Elite Silver, Elite Bronze 1 and 2, Novice, Bitty Bouncers (when offered) Lessons, High School, Gym2Dive and Masters. Some programming also participates in weekly

strength training in addition to their water time.

Contact Information

MVN Dive Office Phone Number: (949) 380-2538
MVN Dive Office Email Address: diveoffice@mvnadadores.org
MVND Public Website: www.mvndive.com ??
MVND Mailing Address: 27472 Casta Del Sol
Mission Viejo, CA 92692
MVND Parent & Coach Liaison: parentliaison@mvnadadores.org
MVND Social Medial platforms Face Book: Mission Viejo Nadadores Diving Team
Instagram: @MissionViejoNadadoresDive

Check the website for announcements, special event times/details and the latest team news/information.

Parent & Coach Liaison: Parent-Coach conferences are welcomed by appointment. To schedule a meeting with a coach, go through the Parent & Coach Liaison (email listed above)

MVND Club General Manager: Teri Chamoures
(949)-380-2538
diveoffice@mvnadadores.org

Contact the MVND General Manager for team related questions: workout schedules, fees, billing, fundraising, etc.

MVND Coaching Staff Contacts:

John Appleman coachjohn@mvnadadores.org
Elite/High Performance Director (614) 302-0250

Todd Mulzet coachtodd@mvnadadores.org
Associate Head Coach (510) 517-966

Lauren Thiel-Lopez coachlo@mvnadadores.org
Associate Head Coach (480) 298-0576

Liz Sanchez coachliz@mvnadadores.org
Director of Developmental Diving (619)517-4446

Grayson Campbell coachgrayson@mvnadadores.org
Lead Developmental Diving Coach (703)346-7030

Governance

MVN Foundation: MVN Diving is part of the Mission Viejo Nadadores Foundation - a 501(c)(3) charitable organization. The Foundation is financially responsible for the sports of swimming and diving and operate under one EIN number. Diving has 4 representatives on a Board of Directors comprised of 13 members (7 swim and 2 City of Mission Viejo representatives). The Board of Directors meets monthly in person or Zoom to discuss matters of interest to both sports. The head dive/swim coaches are considered leaders of their respective sports and answer to the Executive Director who then reports to the Foundation Board. Board members are elected by the membership and have staggered

terms of two years. Any member parent may run for election to open seats each September. All paying members in good standing are eligible to vote in MVN Foundation elections.

MVN Dive Committee: This committee is a standing subcommittee of the Foundation. It is comprised of 5 members and elected by the diving membership in staggered terms every September. The committee meets one time per month (in person or by Zoom) and consists of Chair, Secretary, Treasurer, Parent-Liaison and one (1) at-large member, each serving for two years except the term of the Chair, which is a term of 3 years. Their role is to support the coaches and team as established by the Mission Viejo Foundation bylaws. Committee positions ensure team activities and opportunities are optimally achieved. All members in good standing are eligible to vote in MVND Dive Committee elections.

The Chair conducts meetings and interacts with the Elite/High-Performance Director about the meeting agenda. The Secretary takes minutes at meetings and is responsible to distribute to Dive Committee members and MVNF Foundation Board of Directors. The Treasurer maintains financial records of the Dive Committee and reports to the MVNF Treasurer. The Parent & Coach-Liaison is the go-to person for parent questions. The at-large member participates in meetings to help make decisions for the club.

Duties:

The duties of the Dive Committee include:

- Financial accountability and Fundraising
- Supporting the Elite/High Performance Director enforcement of the team expectations and rules
- Staying informed of annual team budget
- Staying informed of banking and investment accounts
- Communication to members and Nadadores' alumni

The duties of the Dive Committee do not include:

- Recruiting and hiring coaches (except for Elite/HPD)
- Creating coaches' job descriptions (except for Elite/HPD)
- Scheduling training or competitions
- Approval of coaches' techniques or evaluating the assistant coaches
- Approval of expenses for team operations in smaller quantities

The Dive Committee addresses the following principal areas of responsibility:

Ways & Means: plans, organizes, and recruits helpers for fundraising activities, team events and competitions. The Committee may also create subcommittees as needed.

Parent Volunteers: help to support the team with needed assistance. Some duties include assisting with team socials, meets, and setup and cleanup of events.

Meet Operations: assistance with meet organization. Some duties include coaches' hospitality, setup/take down, cleanup, announcing, concessions, and publicity and promotion.

IRS and Club Status

We are a 501(c)(3) charitable organization

The Mission Viejo Nadadores Swim Team was founded in 1968 by the Mission Viejo Company. The

team was expanded to include a Diving Team (herein referred to as “MVND”) in 1977. In 1992, ownership of the Nadadores passed from the Mission Viejo Development Company to the Mission Viejo Nadadores Foundation (“The Foundation”) which oversees both the team’s swim and dive programs. The Foundation is run by volunteer parents from swimming and diving.

The MVN Foundation is registered as a 501c (3) non-profit charitable public benefit corporation with the State of California, dedicated to the support of MVN Diving and Swimming. This assures that persons working with MVND may not be held personally liable for activities undertaken for the club or for expenses MVND incurs. Contributions made to MVND are tax-deductible, making donations to MVND attractive to businesses, industry, and individuals.

We are a member club of USA Diving

MVND is a registered team member of USA Diving, Inc., the national governing body of diving in the United States. USA Diving is an independent non-profit corporation formed to promote diving in the United States. It is a member of the United States Aquatics Sports, Inc., and FINA (the international federation that governs diving and several other aquatic sports). USA Diving provides sanctions for Novice, Junior, Senior and Masters’ diving programs. MVND members may participate in any of these programs, but most of MVND’s competitive efforts are focused within the Junior diving program. All Nadadores’ divers must be registered members of USA Diving.

The USA Diving Junior program includes divers who are age 18 and under. Divers compete in age groupings which are 13 & under, 14-15, and 16-18. Some competitions allow for 9 & under and 11 & under age-groups as well. A specified number of dives are required for each age and gender group.

Region XII is one of twelve Junior diving regions established by USA Diving which feed into six Junior diving zones. The qualifying system is: regional competitions serve as qualifying meets for zone competitions, and zone competitions serve as qualifying meets for the Junior National Championships (held annually in late July/early August).

Financial Information

The vast majority of MVND’s annual revenue is generated from member dues and fees. The Dive Committee periodically reviews the dues and fees to ensure that the amounts charged are reasonable given the projected budget. Considerable effort is also made to compare MVND’s dues and fees to those at other diving clubs throughout the country.

Getting Started

Becoming a team member:

- 1) Team Registration is handled via DocuSign. To support a paperless registration process, all the policies, agreements (liability, code of conduct, anti-bullying, team service hours, etc.), rules & regulations, releases, medical and emergency contact info will be viewed and accepted electronically. Acceptance electronically with the click of a mouse is treated the same as if each diver or parent signed their acceptance of all those documents previously mentioned. Joining the team and completing the online registration process signifies a complete acceptance to all the agreements and policies presented and are required as a condition for acceptance into the MVND membership.
- 2) Each season, each athlete must register with USA Diving and some years with the AAU. Each MVND members must maintain a current registration with USA Diving (www.usadiving.org). to participate in a training activity or events in or around the pool or designated off site facility.

PATHWAYS

WHEN YOU JOIN THE NADADORES



The cost for USA Diving registration may be as low as \$40 per year and varies depending on the type of membership. Re-registration occurs every year prior to December 31 or by the first day of your first diving lesson. USA Diving registration is not pro-rated. Questions about the USA Diving process should be directed to the dive office.

What are your choices when you join the Mission Viejo Nadadores Diving Team?

The **Long-Term Athlete Development Model** is the cornerstone of the entire Nadadores diving program. This model objectively defines progressive skill levels inside two pathways: **Recreation or Competitive**. Regardless of the diver's path, progressions are rooted in individual physiology and biological maturation.

Recreation Path

The recreation track consists of a Blue Group program for 12 & under athletes and a Gold Group program for 13 & over athletes.

The **Blue Group** is designed for divers interested in trying out the sport with its twists and flips. Fundamentals are taught in

a safe and fun environment while not adhering to a strict system of progressions. Divers in these groups can compete in local competitions.

The **Gold Group** caters to divers wanting to prepare specifically for the high school competitive season. We encourage year-round participation to continue diving progress for the next season. High School divers may compete in USA Diving competitions with the commitment of the team's fundraising obligations. Divers in this group may have the desire to continue at a low-level collegiate program. If so, the staff will assist in matching skill level to NCAA opportunities.

Competitive Path

The competitive program is our long-term pathway to prepare athletes to compete in USA Diving competitions as well become recruitable athletes to NCAA Division I, II and III schools.

All competitive path athletes begin in the novice program and advance through levels to be eligible for the Elite Team. The novice program is for athletes of any ages. Class times and group assignments are set by the staff and based on availability and best fit. Advancement is accomplished through evaluations that demonstrate proficiency in skills and fundamentals at each level.

It is important to recognize that athletes progress at different paces. There may be an athlete who

progresses through the entirety of the novice program in one season; other athletes may require several years to do so. The speed of progress is based on individual skill development. The staff's focus is to teach the love of diving and build a solid foundation to allow each diver to experience long-term success in the sport.

Divers may switch from one pathway to the other if class availability allows. However, **all** competitive program athletes will begin in the Intro to Competitive Diving level and progress through evaluations, regardless of previous diving experience. There are occasions where Elite athletes join our program from other teams and they will be placed by the Head Coach based on previous competitive experience. It is understood that when Competitive Path athletes register, they are making an annual commitment to the program.

To follow is an in-depth review of the **Nadadores Long-Term Athlete Development Model**. It outlines the proper progressions of youth based on physiological development and maturation.

Introduction to the Mission Viejo Nadadores Developmental Model

The Long-Term Athlete Development Model is the cornerstone of the Nadadores Diving program. Developed by Istvan Balyi, it is a multi-faceted approach on which to build an entire diving program. It is rooted on scientific principles of development based on adolescent physiology and child psychology. While the rest of the world has immersed their programming in this development model for over a decade, the United States remains stuck in the past. Though the U.S. has more wealth, numbers of divers, and incredible facilities spread across the country we often fall short of our rich history of success, in international competition. Our shortfalls can be traced to lack of proper development of young divers.

Our international deficiencies are due to a system and competitive structure that relies heavily on the difficulty of a skill for short-term gains and results, as opposed to slow and sustained development over time. Development that yields long-term success well into the future. There is no one party responsible for this. Parents, athletes, and coaches in the United States have all wanted the same thing; divers progressing quickly to win now at a young age. What we fail to realize is that there is no accurate correlation between short-term results and long-term success at a high level. There is no quick pathway to long-term success at the senior level. The progress in a pipeline of ultimate success is slow and incremental, and it is done over many years of focused and specific training efforts. Through the education of stakeholders (coaches, athletes, and parents), our mindset can be rooted in a patient and process-oriented approach throughout the years to reap benefits in the long-term.

The primary goal of the Nadadores Diving program is to instill a lifelong love for sport and activity in our athletes. The secondary mission is to progress our athletes in a manner that allows them to reach all goals they have in the sport.

Goals of the LTAD Model for Mission Viejo

- 1) No matter the natural skill level or future potential of a diver, we will consistently develop a pipeline of individuals who will participate in healthy living and sport for life.
- 2) Provide an educational model for parents, athletes, and coaches to better understand the bigger picture of incremental development that will lead to long-term success.
 - a. Through buy in of these concepts, coaches, parents and athletes will be in agreement of the process of progression through the entire system.
- 3) Take advantage of the key windows of opportunity to maximize the development of certain characteristics (flexibility, skill development, strength, speed, aerobic) based on biological maturation.

- 4) Utilize the advantages of history, facility, staff and weather to enhance the pipeline of successful athletes in the program.

Adult divers and parents of minor divers are expected to

- 1) Support strong attendance, arrive on time, and provide proper attire
- 2) Support team training throughout the entire year
- 3) Pay dues and fees by the 1st of each month
- 4) Participate by volunteering service hours and fulfill family annual fundraising commitment
- 5) Not interfere with the coaching staff when instruction is occurring
- 6) Attend general membership and special meetings
- 7) Insist that your child support teammates and refrain from negative behaviors
- 8) Attend all required meets and/or arrange for transportation
- 9) Support coaching staff and program. Refrain from indirect and negative communications between families. Ongoing negative behavior will not be tolerated and may result in being dismissed from the team by decision of the High-Performance Director/Head Coach.

Developmental Progression for Competitive Pathway

Periodization of Novice Program

Periodization is a method of structuring annual training plans to assist in preparation for developing and improving as an athlete as well as preparing athletes for competition. While we place much of our focus on building a strong foundation for the athletes, we also feel it is very important for the divers to feel that they are progressing from a dive perspective when they compete. This will also help them stay engaged and having fun in the sport of diving.

Certain months of the year will be focused on different aspects which will be laid out below. The periodization described below is a guideline and may be altered based on the individual diver. There will be time solely focused on fundamental aspects of diving and there will be times that will be focused on acquiring new dives and working on existing dives in preparation for competitions.

September-Early November

- High focus on fundamentals and progressing through the Novice pathway as laid out below.
- Divers will be laying the foundation for long-term improvement in the sport.

Most of November through the Chris Vonk Meet (Early December)

- Divers will focus on putting the foundational skill work into action and will start working on dives for their meet preparation at the Chris Vonk Meet in December.
- The Chris Vonk Meet will be a good check as to what deficiencies still exist and will give coaches a clear visual on areas that still need a great amount of focus.

December-Mid February

- High focus on continued progression through the Novice pathway.
- Athletes will work with coaches to address areas of deficiencies that presented themselves during the meet.

Mid-February – Ron O'Brien Meet (End of March)

- Divers will shift focus to working on their dives and hopefully showing improvement on earlier identified areas of deficiencies.
- The Ron O'Brien Meet will once again be a good check in on the progress of athletes.

End of March – Mid-May

- Divers will once again go back to a focus on fundamentals and the Novice progression to address areas that are still noted as deficient during competition.

Mid-May to Lee Brennan Invitational (June)

- Divers will go back to meet mode in preparation for the Lee Brennan Invitational.
- We will once again hope to see specific improvement on fundamentals when they go back to competition.

Mid-June – August

- The remainder of the summer will be focused on a mix between work on fundamentals and specific dives and will be individualized with each specific diver.
- When the fall rolls back around, we will once again be solely focused on the Novice progression and work on purely fundamentals.

INTRODUCTION TO COMPETITIVE DIVING

Stage of LTAD: FUNdamentals

Goals:

- 1) Be able to demonstrate the proper posture and form throughout the below sequence.
 - a. Stance
 - b. Squat
 - c. Swing
 - d. Jump
- 2) Be able to demonstrate a proper hollow position.
 - a. Arms on top of legs
 - b. Arms on ears
 - c. Handstand against wall with stomach facing the wall
- 3) Be able to demonstrate proper hips open position.
 - a. Handstand against wall with back facing the wall
- 4) Be able to demonstrate basic movement literacy, balance, and coordination.
- 5) Be able to demonstrate the ability for independent movement of limbs to body
 - a. Squat, swing and jump with independent movements while maintaining posture
- 6) Be able to demonstrate a proper tuck and pike position
- 7) Be able to demonstrate a proper come out sequence in a dryland setting
 - a. Front Tuck and Pike come out
 - b. Back Tuck come out
- 8) Be able to obtain the necessary strength and flexibility to demonstrate the proper body shapes.
- 9) Be able to jump off the pool side and springboard showing independent movements as well as proper balance and posture throughout.
- 10) Be able to show the proper platform start for 100, 200, 300 and 400 both straight and tuck.
 - a. Ensure balance, posture and hip alignment is maintained throughout.

- 11) Be able to demonstrate and maintain the proper body shape throughout entry on the poolside and 1m springboard.
 - a. Hollow position on front entry
 - b. Hips open position on back entry. Best place to do this would be popping on 1m showing proper shape and distance.
 - c. Maintain core stability and leg line throughout.

NOVICE BRONZE 1

Stage of LTAD: Learning to Train

Goals:

- 1) Be able to demonstrate the proper model of front, back, reverse, and inward start.
 - a. Be able to verbalize the difference between the actions
 - b. Maintain posture, balance, and independent movement throughout
- 2) Be able to maintain hollow position for extended periods.
 - a. Arms on legs and arms on ears moving in and out of those positions from one to the other with no rest.
 - b. Handstand hold stomach to wall.
- 3) Be able to maintain hips open position for extended periods.
 - a. Handstand hold back to wall.
- 4) Be able to demonstrate multiple bouncing front jump, back jump, reverse jump and inward jump
 - a. Teach in progressions to ensure safety. **DO NOT PROGRESS UNLESS SAFE!!**
 - b. 2, 3, 5 and 10 (10 is Front only) bounce.
 - c. Ensure posture is maintained and independent movements are practiced throughout all bounces.
 - d. Demonstrate the nuances between the different directions in terms of balance and arm timing.
- 5) Be able to demonstrate a consistent body shape throughout entry at the 3m level for falling front hollow and falling back hips open line ups.
 - a. Maintain body shape above water.
- 6) Be able to demonstrate the proper underwater sequence on entries.
 - a. Sequence of teaching for line ups should be:
 - i. Show proper body shape consistently without swim or save and no movement through water.
 - ii. Show proper body shape and swim without save and no movement through water.
 - iii. Show proper body shape, swim, and save in the proper sequence with no wasted movement.
- 7) Be able to demonstrate consistent come out sequence on front tuck/tuck to pike out and back tuck line ups on 3m.
 - a. Ensure the sequence is mastered on the ground before practicing in the water.
- 8) Be able to demonstrate standing 101c, 201c, 301c, 401c on 1m and 3m springboard and 1m and 3m platform
 - a. Ensure proper balance, posture and independent movements are maintained.
 - b. Ensure the proper come out sequence is shown.

- c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
- 9) Be able to demonstrate multiple bouncing 101c, 201c, 301c, 401c
 - a. Teach in progressions to ensure safety. **DO NOT PROGRESS UNLESS SAFE!!**
 - b. Ensure proper balance, posture and independent movements are maintained.
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above and below water and proper sequence under water.
- 10) Be able to model the proper back pike come outs and the nuance between a lateral arm pattern on voluntaries and mid-line arm pattern on optionals.
- 11) Chart strength and flexibility progress to ensure these things are improving over time.
 - a. Flexibility should be at a proficient enough level to show all body shapes and positions properly and easily.
 - b. Shoulders, Wrists, Pike, Splits, Plantar Flexion, Dorsa Flexion
- 12) Be able to do a handstand press with assistance.
- 13) Be able to demonstrate a 5 second handstand hold with proper body shape and leg line with little to no movement.

NOVICE BRONZE 2

Stage of LTAD: Learning to Train

Goals:

- 1) All models of front, back, reverse, and inward jump as well as front and back tuck and pike come outs are to mastery.
 - a. Ensure the sequence is correct.
 - b. Ensure that posture and body shapes are maintained throughout.
 - c. Ensure there are sharp arm lines, legs lines and toe point which are maintained throughout.
- 2) Be able to verbalize the nuances of front, back, reverse, and inward connections
 - a. Coach should review film with athletes and educate them on the mechanics of connections in all directions.
- 3) Be able to demonstrate 102c and 202c on the ground.
 - a. Use assistance if necessary but proper connection action must be ensured.
- 4) Be able to demonstrate front line up hollow and back line up hips open on 3m with a rip entry
 - a. Ensure independent movements are maintained.
 - b. Ensure the proper come out sequence is shown.
 - c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - d. Ensure rip entries are shown.
- 5) Be able to demonstrate a 1-step hurdle.
 - a. Ensure proper balance, posture and independent movements are maintained.
 - b. Must show a line stepping out of the hurdle with arms over head before the arm swing commences.
- 6) Be able to demonstrate 1-step hurdle 101c and 301c on 1m and 3m
 - a. Must show a line stepping out of the hurdle with arms over head before the arm swing commences.

- b. Ensure proper balance, posture and independent movements are maintained.
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
- 7) Be able to demonstrate multiple bouncing 101c, 201c, 301c and 401c on 3m
- a. Teach in progressions to ensure safety. **DO NOT PROGRESS UNLESS SAFE!!**
 - b. Ensure proper balance, posture and independent movements are maintained.
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
- 8) Be able to demonstrate 102c and 202c on poolside.
- a. Ensure that balance, independent movement, and proper connection are shown.
- 9) Be able to demonstrate a handstand press against the wall with ease.
- 10) Be able to demonstrate a 10 second handstand hold with proper body shape and leg line with little to no movement.
- 11) Continue to chart flexibility and strength gains and show noted improvement over time.
- a. Flexibility- Shoulders, Wrists, Pike, Splits, Plantar Flexion, Dorsa Flexion

NOVICE SILVER 1

Stage of LTAD: Learning to Train

Goals:

- 1) Be able to demonstrate proper 102c and 202c on the ground without assistance
 - a. Ensure that the proper mechanics are shown.
- 2) Be able to demonstrate proper 302c and 402c on the ground
 - a. Use assistance if necessary but proper connection action must be ensured.
- 3) Be able to demonstrate front line up and back line up on 5m platform.
 - a. Ensure independent movements are maintained.
 - b. Ensure the proper come out sequence is shown.
 - c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - d. Ensure rip entries are shown.
- 4) Be able to demonstrate full hurdle.
 - a. Emphasis is on balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - b. Maintain posture throughout entirety of hurdle from stance through entry into the water.
- 5) Be able to demonstrate 101c, 201c, 301c and 401c with normal take off on 1m and 3m Springboard.
 - a. Emphasis is on balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - b. Maintain posture throughout entirety of hurdle from stance through entry into the water.
 - c. Ensure independent movements are maintained.
 - d. Ensure the proper come out sequence is shown.

- e. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - f. Ensure rip entries are shown.
- 6) Introduce 101b and 401b on 1m with standing, bouncing and normal take off
 - a. Teach in progressions to ensure safety. **DO NOT PROGRESS UNLESS SAFE!!**
 - b. Ensure proper balance, posture and independent movements are maintained.
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - 7) Be able to demonstrate proper 102c, 202c, 302c and 402c on 1m Springboard.
 - a. Ensure posture is maintained throughout and proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - 8) Be able to demonstrate a high proficiency of flexibility in all areas.
 - a. Shoulders, Wrists, Pike, Splits, Plantar Flexion, Dorsa Flexion
 - 9) Be able to demonstrate all modeling sequences to a high level of proficiency and consistency on the ground.
 - a. Front, Back, Reverse and Inward Model
 - b. Front Come Out Tuck and Pike
 - c. Back Come Out Tuck
 - d. Back Pike Voluntary and Optional Come Out
 - 10) Be able to demonstrate a high level of control over core movements into and out of positions.
 - 11) Be able to demonstrate a command over independent movements of limbs and core.
 - 12) Be able to hold a handstand for extended periods of time (30 seconds +).

NOVICE SILVER 2

Stage of LTAD: Learning to Train/Training to Train

Goals:

- 1) Be able to demonstrate a handstand press without assistance.
 - a. Be able to maintain core firmness, toe point and leg line throughout.
 - b. Be able to demonstrate control over the handstand at the completion of the press.
- 2) Be able to demonstrate front line up tuck/tuck to pike out and back line up tuck on 5m platform.
 - a. Ensure independent movements are maintained.
 - b. Ensure the proper come out sequence is shown.
 - c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - d. Ensure rip entries are shown.
- 3) Introduce 201b and 301b on 1m with standing, bouncing and normal take off
 - a. Teach in progressions to ensure safety. **DO NOT PROGRESS UNLESS SAFE!!**
 - b. Ensure proper balance, posture and independent movements are maintained.
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
- 4) Be able to demonstrate 102b, 202b, 302b and 402b on 1m Springboard.

- a. Ensure posture is maintained throughout and proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
- 5) Be able to demonstrate 103c and 203c on 1m and 3m springboard.
- a. Ensure posture is maintained throughout and proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - d. Ensure the proper come out sequence is shown.
 - e. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - f. Ensure rip entries are shown.
- 6) Be able to demonstrate 302c and 402c on poolside.
- a. Use assistance if necessary.
 - b. Ensure proper mechanics are demonstrated throughout.

NOVICE GOLD 1

Stage of LTAD: Learning to Train/Training to Train

Goals:

- 1) Be able to demonstrate 101c, 201c, 301c and 401c on 5m platform
 - a. Ensure balance and posture are maintained on start.
 - b. Ensure the proper come out sequence is shown.
 - c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - d. Ensure rip entries are shown.
- 2) Be able to demonstrate 203c on 3m or 5m platform and 103c on 3m and 5m platform.
 - a. Ensure balance and posture are maintained on start.
 - b. Ensure proper connection is shown
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - e. Ensure rip entries are shown.
- 3) Be able to demonstrate 403c and 303c on 1m and 3m springboard.
 - a. Ensure posture is maintained throughout and proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - d. Ensure the proper come out sequence is shown.
 - e. Ensure the proper entry maintaining body shape above water and proper sequence under water.

- f. Ensure rip entries are shown.
- 4) Be able to demonstrate 302c and 402c on ground and poolside without assistance.
 - a. Ensure proper mechanics are shown into the connection.
- 5) Be able to demonstrate 101b, 201b, 301b, 401b on 1m and 3m
 - a. Ensure proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. DO NOT PROGRESS UNLESS SAFE!!
 - d. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - e. Ensure the proper come out sequence is shown.
 - f. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - g. Ensure rip entries are shown.
- 6) Be able to demonstrate 102a, 202a, 302a on 1m Springboard
 - a. Ensure proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - d. Ensure body shapes are maintained throughout flip.
- 7) Be able to demonstrate the proper running 100a on platform.
 - a. Ensure that the proper posture and alignment is shown at the end of the platform and into the jump.
- 8) Be able to demonstrate 00's both straight, tuck and pike in every direction on 7m and 10m.
- 9) Be able to demonstrate a front line up on 7m.
 - a. Ensure the proper come out sequence is shown.
 - b. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - c. Ensure rip entries are shown.

NOVICE GOLD 2

Stage of LTAD: Training to Train

Goals:

- 1) Be able to demonstrate 103b, 203b, 303b and 403b on 3m Springboard.
 - a. Ensure posture is maintained throughout and proper mechanics in balance and connection are shown.
 - b. Follow sequence of Standing or Arms Up No Swing, 1B and Normal for all directions.
 - c. In the hurdle, show balance and line on step down into and out of hurdle as well as balance in and out of the board.
 - d. Ensure the proper come out sequence is shown.
 - e. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - f. Ensure rip entries are shown.
- 2) Be able to demonstrate 5122 and 5221 on 1m Springboard.
 - a. Do both bouncing and normal.
 - b. DO NOT PROGRESS UNLESS SAFE!!

- c. Ensure proper posture is maintained with good balance and direction on start.
 - d. Ensure the proper sequence is followed to initiate twist and tight form is held throughout.
- 3) Be able to demonstrate 303c on 3m or 5m platform and 403c on 3m and 5m platform.
 - a. Ensure balance and posture are maintained on start.
 - b. Ensure proper connection is shown
 - c. Ensure the proper come out sequence is shown.
 - d. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - e. Ensure rip entries are shown.
 - 4) Be able to demonstrate 202a, 5221, 102a and 5122 on 3m platform
 - 5) Be able to demonstrate 101b, 201b, 301b and 401b on 5m and 7m platform
 - a. Ensure balance and posture are maintained on start.
 - b. Ensure the proper come out sequence is shown.
 - c. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - d. Ensure rip entries are shown.
 - 6) Be able to demonstrate a front line up on 10m platform.
 - a. Ensure the proper come out sequence is shown.
 - b. Ensure the proper entry maintaining body shape above water and proper sequence under water.
 - c. Ensure rip entries are shown.

Elite Team Progression for the Competitive Pathway

Philosophy

The Mission Viejo Nadadores Diving Team chooses to follow an athlete centered approach as a key tenant for the success of our athletes.

Our goal is to ensure that all athletes and coaches in the program are working together towards a common goal. We believe that you should love what you do and do what you love. If there are things preventing this from happening, it is important that we work together to find solutions to aid us in achieving that goal.

We recognize the huge commitment our stakeholders make. To make that commitment fruitful, we must all love the process and love the sport that we all have chosen.

Qualifications

The Mission Viejo Nadadores Elite Team falls in the Competitive pathway. It is designed for the most committed athletes. Membership at this level is a privilege that carries with it a commitment by the member divers and their families.

Athletes for promotion consideration will be drawn directly from the Novice program. Those who complete the progressions and pass the base Elite Team evaluations will be invited to the Elite Bronze group, which is the gateway to the Elite level of the program.

Character, work ethic and commitment are also considered. Group assignments can be changed at any time by the Head Coach if any athlete fails to meet the performance and/or character expectations of the group. Placement in an Elite group is not guaranteed simply by meeting the physical

requirements.

Expectations

Elite Team participation expectations are listed below.

- Divers must accept responsibility for their own success and have high intrinsic motivation.
- Athletes are to have lofty goals for high level training and competitions.
- Athletes are encouraged to have discussions with their coaches on a regular basis as to their thoughts on personal progress and goals.
- While parents are always welcome in discussions, the expectation is that discussions on these topics will be athlete driven. Coaches will always be open to communication on these topics.
- Periodization and workouts will be based on the USA Diving calendar culminating in the USA Diving Junior National Championships in late July to early August.
- Elite Team athletes will have this goal in mind and plan vacations accordingly.
- Athletes will be required to attend all USA Diving events that lead towards the USA Diving Junior National Championships.
- Elite Gold athletes will also be expected to attend USA Diving Senior National Championships in events for which they are qualified.
- Training plans will not be altered for alternate competitions such as High School meets or local competitions.
- It is understood that by following the coaches' training plans athletes will be prepared to compete in competitions of all types.

Financial Commitment

The Elite Team is an annual financial commitment from September through August.

- Fees are based on the annual commitment which are paid in 12 monthly installments for convenience and sustainability.
- Elite Team registration takes place in September. Acceptance of a position at this level also obligates you to making the financial commitment for 12 months.
- If an athlete departs the program for any reason, including leaving to college, the remaining months' payments must be paid.

Athletes who matriculate to the Nadadores from other programs, or those who visit, will be placed in an appropriate group based on prior competitive experience as well as a cultural fit that is best for team dynamics. This decision is at the sole discretion of the High Performance/Elite Diving Director.

ELITE BRONZE 1

Overview

Intended for athletes who exhibit a great deal of potential in the sport of diving and have the desire to be highly competitive in the sport of diving. This group is intended for 11/12 and under athletes who are talent identified by the Elite/High Performance Director.

Expectations

These athletes will have a high level of expectation placed on them on a daily basis from both a performance and character perspective.

- 80% Attendance Requirement for dryland, water and strength training

- Positive Attitude
- Positive Contributor to the Team Environment
- Communicates with Coaches and Teammates in a Positive and Effective Manner
- Respectful Behavior towards Coaches and Teammates
- Strong Work Ethic
- Deliberate Practice Habits
- Ability to Perform Appropriate Skills and Drills in both Dryland and Water
- Ability to Overcome Fear
- Proper Nutrition and Hydration Habits
- Must receive high marks in school

Failure to meet any of these expectations is reason for immediate removal from Elite Bronze 1.

Qualifications

Athletes in this program will be identified from the Novice program through formal evaluations. Evaluations will be focused on the below factors:

- Proper diving specific body shapes and positions
- Proper diving specific movement patterns
- Water entries
- Flexibility
- Strength necessary for diving
- Successful performance of baseline skills for diving listed in Novice Progressions
- High level of work ethic, ability to stay focused and strength of character reported from Novice coaching staff
- Athletes may be pulled early from the Novice program if rapid development may be achieved through a more serious commitment

Coaching

Lead Coach: Liz

Assisted by additional coaches as necessary

ELITE BRONZE 2 & 3

Overview

Intended for athletes who exhibit a great deal of potential in the sport of diving and have the desire to be highly competitive in the sport of diving. Elite Bronze 2 is intended for 12 and over athletes who meet the necessary criteria. Elite Bronze 3 is intended for 12 and under athletes who meet the necessary criteria.

Expectations

These athletes will have a high level of expectation placed on them on a daily basis from both a performance and character perspective.

- 80% Attendance Requirement for dryland, water and strength training
- Positive Attitude
- Positive Contributor to the Team Environment
- Communicates with Coaches and Teammates in a Positive and Effective Manner

- Respectful Behavior towards Coaches and Teammates
- Strong Work Ethic
- Deliberate Practice Habits
- Ability to Perform Appropriate Skills and Drills in both Dryland and Water
- Ability to Overcome Fear
- Proper Nutrition and Hydration Habits
- Must maintain an A/B GPA in School

Failure to meet any of these expectations is reason for immediate removal from Elite Bronze 2.

Qualifications

Athletes in this program will be identified from the Novice program through formal evaluations. Evaluations will be focused on the below factors:

- Proper diving specific body shapes and positions
- Proper diving specific movement patterns
- Water entries
- Flexibility
- Strength necessary for diving
- Successful performance of baseline skills for diving listed in Novice Progressions
- High level of work ethic and strength of character reported from Novice coaching staff

Coaching

Lead Coach: Liz

Assisted by additional coaches as necessary

ELITE SILVER

Overview

Intended for athletes who with their current skill set have a high chance to qualify for USA Diving National Championships and be pushing to score team points for MVND.

Expectations

These athletes will have a high level of expectation placed on them on a daily basis from both a performance and character perspective.

- 90% Attendance Requirement for dryland, water and strength training
- Positive Attitude
- Positive Contributor to the Team Environment
- Communicates with Coaches and Teammates in a Positive and Effective Manner
- Respectful Behavior towards Coaches and Teammates
- Strong Work Ethic
- Deliberate Practice Habits
- Ability to Perform Most Skills and Drills in both Dryland and Water
- Ability to Overcome Fear
- Proper Nutrition and Hydration Habits
- Must maintain an A/B GPA in School

Failure to meet any of these expectations is reason for immediate removal from Elite Silver.

Qualifications

In the past 2 years, you have met one of the below standards. This time period may be variable based on group size or extenuating circumstances. Certain coach to athlete ratios will not be exceeded.

Qualification will be taken in the priority order below:

- Semifinalist at USA Diving Junior Nationals
- USA Diving Junior National Qualifier
- Other athletes may be considered at Elite/HP Directors discretion following a formal evaluation

Coaching

Lead Coaches: Todd and Lo

Assisted by additional coaches as needed

ELITE GOLD

Overview

Intended for athletes who with their current skill set have a high chance to qualify for international level competition whether it be at the Junior or Senior level or with the right approach have the ability to compete at a Senior National level of competition.

Expectations

These athletes will have an extremely high level of expectation placed on them on a daily basis from both a performance and character perspective.

- 100% Attendance Requirement for dryland, water and strength training
- Positive Attitude
- Positive Contributor to the Team Environment
- Communicates with Coaches and Teammates in a Positive and Effective Manner
- Respectful Behavior towards Coaches and Teammates
- Strong Work Ethic
- Deliberate Practice Habits
- Ability to Perform All Skills and Drills in both Dryland and Water (Springboard and Platform of all levels)
- Ability to Overcome Fear
- Proper Nutrition and Hydration Habits
- Must maintain an A/B GPA in School

Failure to meet any of these expectations is reason for immediate removal from Elite Gold.

Qualifications

In the past 2 years, you have met one of the below standards. This time period may be variable based on group size or extenuating circumstances. Certain coach to athlete ratios will not be exceeded.

Qualification will be taken in the priority order below. Upon review by the Elite/HP Director divers may qualify for this group who show a high proclivity towards International level or Senior National level success. It is understood that there are athletes who are progressing at a fast pace and may have

been injured which prevented them from qualifying or who are newer to the sport of diving and have not had the opportunity to show their potential in competition.

14 & Over

- Qualified for International Competition
- Been a USA Diving Tier 1, 2, 3 Member
- Senior National Qualifier
- Junior National Finalist or are a within a 1% score margin of qualifying to finals.

13 & Under

- Qualified for International Competition
- Been a USA Diving Tier 3 Member
- Top 3 at Junior Nationals

Coaching

Lead Coach- John

Assisted by additional coaches as needed

Competitions, Vacation, Camps and Make-up Classes

Competitions: All divers are expected to attend required competitions. Intrasquad meets and Area meets (Invitationals) help prepare divers to learn to compete prior to national qualifying events (Regionals & Zones). Notify the coaching staff well in advance if a diver will not be participating in a competition. All Elite Team divers are expected to attend ALL region, zone and national meets they are qualified for. Failure to do so may be reason for immediate removal from the Elite Team. Divers who elect not to train prior to competitions (excluding injury, illness, or extraordinary circumstances), or who elect not to participate in required competitions, especially national qualifying events, will be re-grouped to create space for those divers who are willing and prepared to represent the team for the entire season.

Lessons divers who participate in Region, Zone and National Competitions: Occasionally a diver in a lesson and high school group will be asked to participate in the Region, Zone and National Championships qualifiers. Lesson and high school divers are not required to fundraise throughout the year, which offsets coach travel. Therefore, in the event a lesson or high school diver qualifies and participates in the Region, Zone or National event, the family will be charged \$300 toward offsetting coach travel costs.

Home Events: MVND usually hosts at least two invitational diving meets per year plus other USA Diving or AAU events. The Chris Vonk Memorial Diving Invitational is held in early in December, and the Dr. Ron O'Brien Diving Invitational is usually held in late March.

In addition, MVND may host some smaller, less-formal meets geared toward beginning divers. MVND periodically hosts the JO Regional, JO Zone, and JO & Senior National Championships.

Home meets require the participation of every MVND family with children participating in Lessons, High School, Novice or Elite Team. Advance preparations include sending out information, publicizing the event, obtaining food for coaches' hospitality, and scheduling meet scorekeepers, registrars, and

computer operators. During home meets, some jobs may include selling merchandise, booster club activities/support, announcing, ticket sales, using the computer scoring system, attending to the hospitality area, and working at the registration and/or awards table. Volunteer hours from each family are required for these home meets. Notification from MVND Club Administrator/Staff/Designated Volunteer, for parent signups will be emailed or posted 6 weeks prior to any MVND event via Team Unify.

Away Events: Traveling to meets in other cities is an excellent way to test a diver's developing skills while enjoying the benefits of visiting new places and making new friends. Parents or designated guardians of divers who are 13 years or younger are required to travel and board with their diver.

The parent or guardian must arrange for a chaperone if unable to travel to the meet with the diver. Both parents and divers must sign the Team Travel Code of Conduct each year. The General Manager will create a room block at a local hotel and send traveling parents information well in advance. While you are not required to stay at the "team" hotel, doing so facilitates team communication and new relationships, athlete bonding, transportation to/from the pool, relieves nervousness of parents and divers, and offers a support group on and off the pool deck. Staying in the same hotel is especially beneficial to newer or more inexperienced families who are traveling. Whether at home or away meets, all team meetings and workouts are required.

Vacations: Vacations should be scheduled after the summer season. Do not make the mistake of assuming your diver will not qualify to a National Championship event. Contact the coaching staff to discuss the optimal time to schedule vacations. Members of the Novice and Elite Team who are participating in Region, Zone and National competitions will likely be regrouped if they are to travel prior to the National Championships.

Camps: Divers may attend a diving camp/clinic once per year. Remaining at practice and training is the desired activity and not camps. Please get prior approval from your lead coach prior to booking a camp. Participation in camps beginning within two weeks of Regionals, Zones or Nationals, is not permitted. Attending a camp during this time frame will result in being prohibited from traveling with the team to these meets. Fees will NOT be pro-rated due to camp attendance.

MVND Camps and Clinics: Camps, Educational Clinics and Weekend Intensives are scheduled approximately 2 times per year at an additional cost per diver. They are usually scheduled over holiday weekends and all team members are invited to attend.

Make-up classes: Make up lessons are not permitted if the athlete is missing practice for other activities. Make ups for injury and illness will only be permitted if there are availabilities. Most classes are booked all year round, so it may be difficult to accommodate make-ups for most of the year. Please contact your lead coach for questions regarding make-ups.

Lessons, high school and Novice groups that are displaced due to competitions in the facility will be rescheduled by the staff as a group. Otherwise, a diver may make up a practice in another lesson group with advanced approval by the coaching staff.

Other Activities and Options

Supervised Open Practices (SOP's) or "Bring a Friend" Practices: Based on pool/staff availability, an SOP will be included on the master schedule.

- \$30/diver for 2 hours of “open dive.”
- All non-team participants must register for SOP, sign waiver, and join USA Diving prior to being admitted
- Due to new Safe Sport regulations, any parent or athlete 18 or over, wishing to participate in SOP, must have completed the Safe Sport module at usadiving.org prior to participation. A parent sitting in the grandstands for SOP does NOT have to complete Safe Sport training.
- There will be a monitor on site

Pool Rentals: The pool may be rented by the hour for special events such as birthday parties. The cost per hour is \$200 or any part thereof plus a monitoring fee of \$30/hour. Fees begin at time of setup and finish at time of complete clean up. A staff member will be on site for supervision/monitoring purposes only. All scheduling is done through the office and is based on availability. Event insurance must be provided by renter to the office prior to rental.

Pool/Deck Rental Fees (with exception of any official City of MV events): The pool may be contracted for long term activities such as SCUBA, yoga, synchronized swimming, judo, etc. The rental fee is \$200/hour. All scheduling, liability forms, City permits and contracts will run through dive office and will require a monitor on site during each activity, at an additional per hour fee of \$30.

General Rules and Regulations

Parents are welcome to observe workouts in the gated observation area. The Mission Viejo Nadadores Foundation (MVNF) has established a firm policy of **no parents on deck** for two purposes:

- 1) To ensure the safety of non-team members, not registered with USA Diving for insurance/liability purposes.
- 2) To provide a safe, focused and more productive training environment for divers

The only parents allowed on deck will be those who:

- 1) Have prior permission
- 2) Are Board members, committee members, meet coordinators or parents with a specific task and prior permission
- 3) Are parents arriving for a pre-scheduled Athlete/Coach conference
- 4) Are parents or designated adults for college videoing with prior arrangements

QuickClass Requirements for 14 and older divers: Every September any diver, 14 and older, will be required to pass 5 online QuickClass modules before being allowed to train with the program after October 1. This is a requirement of the MVN Foundation and is geared toward swimmers and divers. Athletes will have one month to complete the courses. Course titles include Recognizing and Preventing Bullying, Preventing Cyberbullying, Dangers of Sexting, Steroid, Drug and Alcohol Awareness and Personal Conduct. Parents are encouraged to sit in for the 20-minute educational modules.

High School GPA: All High School aged team members are required to maintain academic eligibility per CIF rules. A minimum 2.0 GPA is required. Coaches may require team members to bring copies of report cards. A diver may not participate in any AAU or USA Diving meet if their GPA is below a 2.0. All Elite Team divers are required to carry a minimum GPA of 3.0. Elite Team divers will be removed from practice until that minimum GPA can be proven.

Social Media Policy: Team members are prohibited from being “friends” with any member of the coaching or office staff on any social media platform. Divers are not allowed to post any inappropriate language, posts/text. This is considered a form of bullying. Inappropriate posts are grounds for suspension or removal from the program.

Locker Room Policy: The locker rooms at the Marguerite Aquatic Center are not monitored by staff who are busy coaching. In the event an athlete needs to use the restroom during a training session, every effort will be made to have that athlete be accompanied by another athlete, especially those under the age of 12. Athletes will be given 5 minutes for a bathroom break. In the event the athlete does not return within the timeframe, once he/she returns, the athlete will be asked to sit out the rest of the practice.

Group Placements: Team membership and appropriate group placement are at the discretion of the coaching staff. The staff has full power to accept or reject the application of any person for membership. Further, team membership can be terminated at the discretion of the Elite/High Performance Director at any time for failure to meet listed expectations or for character issues that effect the desired team culture. Lastly, if a diver is moved up to a new group by the staff, the diver will serve a three month probationary period during which the staff is able to relocate the diver to another group.

Cell Phone Policy: Athletes are not to use their cell phones for any reason during practice time. Cell phones are not allowed in the locker rooms at any time.

Supervision Policy: If divers will not be in attendance, or will be arriving late or leaving early, please inform the coaching staff. To ensure the whereabouts and safety of your child, especially younger divers, upon arrival and departure, and before going to the restroom, all divers should “check-in” with an MVND coach.

The coaching staff’s supervisory responsibilities begin at the designated starting time of the practice session, or when the diver “checks-in” with a MVND coach – whichever is later. The coaching staff’s supervisory responsibilities end at the designated finish time of the practice session, or when the diver “checks-out” with a MVND coach – whichever is earlier. There will be brief periods during the designated practice session when the diver may be temporarily unsupervised. Examples of such periods include, but are not limited to, when a diver enters the changing area or parking lot. To ensure your child’s safety, it is advised that divers (especially under age 12) wait on the circle by the grass for pickup after workout.

A minor child who has a license to drive must remain at practice until the designated practice finish time. If a diver must leave practice early, a parent/guardian must have a written note or personal phone call to the MVND coaching staff explaining the situation. E-mail/text is acceptable.

A diver may not transport another MVND diver less than 18 years of age unless permission is given/received in writing ahead of time, between parents

Membership Terms and Agreements

The following terms are agreed to and accepted as part of the terms of membership to MVN Dive Team.

Annual Registration Fee: All MVND Athletes will be assessed an annual registration fee to cover various administration costs for the season. This annual fee will be due October 1 each year or upon joining the program. There is no pro-ration of annual fees. Included in your annual registration fee is one t-shirt, a suit, and administrative costs for registration. All new members and current members on an annual basis, are required to purchase an official Nadadores team suit and T-shirt through the annual registration fees. The cost for a bathing suit and T-shirt will not exceed \$100 (excluding tax). The suit may be worn during training sessions and is required for any team competition and practice. Masters and High School divers are exempt from this requirement unless they compete as Mission Viejo Nadadores in any competition. Team Apparel: Team apparel can be purchased on-site or online through the MVPro Shop – <https://mvproshop.com>. Contact information for MVProshop is Blanca Conot, customerservice@mvnproshop.com. The MVProshop is independently owned and operated.

<u>Group</u>	<u>Admin Fee</u>	<u>Team Gear Fee</u>	<u>Total Fee</u>
Lessons, Bitty Bouncer, Homeschool, Gym2Dive MALE	\$25	\$75- Brief \$85- Jammer	\$100- Brief \$110- Jammer
Lessons, Bitty Bouncer, Homeschool, Gym2Dive FEMALE	\$25	\$105	\$130
High School, Masters	\$50	N/A	\$50
Novice, Elite MALE	\$100	\$70	\$170
Novice, Elite FEMALE	\$100	\$105	\$205

Annual Commitment: Elite Team Membership is an ANNUAL commitment to be paid in twelve monthly installments, due the 1st of each month from September 1 through August 31. Families who do not fulfill the Annual commitment may be sent to collections.

College: Divers leaving for college are expected to pay through August 31 regardless of when they depart.

If installments are not kept current a diver will be suspended from the team and may not rejoin the team until all delinquent charges are paid in full. These terms and conditions are also subject to space availability and a diver who rejoins the team will not be assured of a position in the previous training group. Fees are based on a four-week month, and on an annual basis. A month with five weeks is considered a make up for club's holidays and closures throughout the year.

Additional Sibling(s) Discount: Second or additional siblings from the same family will receive a 10% monthly fee discount for child #2 and 20% monthly fee for child #3 and beyond. The reduction(s) will be taken from the lowest diving fees among the siblings. Annual registration fees and fundraising commitments will not be discounted.

Changes to Fees: All fees are subject to change, effective October 1, or at the Dive Committee's discretion.

Monthly Dues: Monthly dive dues and fundraising commitment billing/payment tracking is a time-consuming process via credit card or bank debit (ACH) auto-billing system. Check or cash **payments must be received prior to the 5th of the month** to align with the auto-pay reporting timeframe.

If payment is not received by the **15th** of each month, the family will be notified via email regarding the past due balance and a **late fee of \$50** will be invoiced and applied to the account. If payment is still not received by the **25th** of the month, the family, coach and dive committee treasurer will be notified that **the diver will be suspended** and not be allowed to attend team practice, events or competitions beginning the 1st of the following month until the entire past due balance is paid in full and the account is paid through the current month.

Accounts that have a recurring late payment history (more than 2 occurrences/offenses) will be required to pay on the 25th of the prior month (in advance) of their normal due date for the entire season or the diver will not be able to attend team practice or events beginning the 1st of the current month.

Returned checks will be charged an additional **\$50 NSF** fee. Any account with more than one returned check during a season will be required to pay prior to the 25th of the previous month via cashier's check only. Personal checks will not be accepted.

Tuition Hardship Waivers and Repayment: Any requests for tuition waivers must be received in writing (email). A waiver request must state the reason and plans for repayment of the approved waived amount. Waivers are generally granted in 60-90-day increments. The waiver proposal will be reviewed by the Dive Committee and High-Performance Director/Head Coach and approved or modified.

Team Apparel: All new members and current members on an annual basis, are required to purchase an official Nadadores team suit and T-shirt through the MVProShop located on site. The cost for a bathing suit and T-shirt will not exceed \$100 (excluding tax). The suit may be worn during training sessions and is required for any team competition. Nadadores will receive a 20% discount on team suits/equipment/clothing with a code, 2 times per year during the ordering cycle (generally the fall and early spring). Masters and one-day-per-week lessons are exempt from this requirement.

An official equipment sponsor will supply the MVND National Team with team designated team apparel/equipment. National Team equipment that is not included in the sponsorship but necessary for competition, must be purchased by all families. All divers are required to wear MVND team apparel to both home and away dive meets.

In addition to the team suit, team warmups are required to be worn by all divers who are members of the Elite Team. MVND attire is to be worn on the awards stand at all meets. For National Team members, National Team attire is to be worn at the championships, no exceptions. All team products can be purchased through the MVProShop.

Voluntary Termination of Membership: If a member no longer desires to participate in MVND activities, the member must provide written notice of membership termination to the General Manager 30 days prior to the first of the month of termination or full tuition/fundraising will be billed for the following month. All Elite Team athletes are making an annual commitment and will not be permitted to terminate their membership until the annual financial commitment is met.

Returning After Termination: A former member desiring to rejoin MVND after a voluntary termination will be treated as a new member. Returning members must pay any outstanding fees from

previous membership terms before rejoining MVND. There will be a 3 month “probationary period” for the returning athlete. During this time, the coaches will assess the athlete (attendance, attitude, adjustment, etc.) and determine if a permanent placement will be made.

In the rare event that the Dive Committee or Elite/High Performance Director terminates a diver’s membership the termination shall be considered permanent and the member will not be allowed to rejoin MVND.

Inactive Injury Status for Elite Divers: There may be an occasion when a diver needs to take time off due to injury. Monthly dues are not intended to be a “fee for service” and are charged every month of the year. However, MVND does offer a discount for members who intend to be inactive for up to three months. This fee will be ½ of the regular monthly dues and will begin if a diver is out from injury for a minimum period of 30 days. The diver will be able to rejoin the team in their regular workout group if space is available and if they can still meet the group requirements. If fees are not kept current, a diver will be released from the team and may rejoin the team when all delinquent charges are paid. To be classified as “inactive” and receive a discount, all the following conditions must be met:

- 1) The member must not participate in any MVND practice for the duration of the activity, or any other USA Diving or AAU activity/event
- 2) The period of inactivity must be greater than or equal to one full calendar month
- 3) The member must be in good standing, with no outstanding payments due
- 4) A doctors note must be provided showing reason for time off and must be approved by the Elite/High performance Director.

If the above conditions are met, a member can request inactive status for up to three months. The Dive Committee may, at its discretion, offer temporary tuition assistance to a family in extreme cases of unexpected hardship.

Probationary Period: Any new diver, even one returning to the team for any reason, is “probationary” for the first three months. During that timeframe, the diver will be evaluated by the coaching staff who has the discretion of releasing the diver for any reason during the probationary period.

Missed Training: If a diver is unable to attend workouts, the monthly installment is still due to retain full team status and be guaranteed a spot on the team. Invoices are sent on the 1st and dues billed on the 5th. Exceptions are granted for physical/medical restrictions because of a condition or injury.

Travel Fees: Families will be assessed a fee of \$20/diver for each travel competitions. This fee will be billed with monthly fees. For all MVND or National Team international travel, families will be assessed a fee of \$150/diver for each international travel competition. This includes domestic meets that are designated international competitions.

Private Lessons Billing Requirement: A credit card or EFT from your bank must be active and on file for a member to book private lessons with any coach. Any private lesson not paid for at the time of service via check or cash will be billed against the card or EFT on file immediately after the lesson concludes.

Team Fees

2023-24 MVND Team Fees Effective October 1, 2023 – September 30, 2024

Group	Days	Pool Hrs/week	Strength Hrs/Wk	Monthly Fee	Cost/Hr	Monthly Fundraising	Monthly Total
Elite Gold	M-F	12.5	2	\$460	\$7.93/Hr	\$100	\$560
Elite Silver	M-F	12.5	2	\$460	\$7.93/Hr	\$100	\$560
Elite Bronze 3	T, R, S, Sun	8	2	\$380	\$9.50/Hr	\$100	\$480
Elite Bronze 2	T, R, S, Sun	9	3	\$450	\$9.38/Hr	\$100	\$550
Elite Bronze 1	T, R, S, Sun	10		\$380	\$9.50/Hr	\$100	\$480

Group	Days/Wk	Time	Pool Hrs/Wk	Monthly Fee	Cost/Hr	Monthly Fundraising	Monthly Total
Bitty Bouncer (when offered)	2 Days/wk	1 hr	2	\$175	\$19.38	\$0	\$175
Home School	2 Days/wk	1.5 hrs	3	\$230	\$19.17	\$0	\$230
Blue Group	1/Day/wk	1 hour	1	\$105	\$26.25	\$0	\$105
Blue Group	2 Days/wk	1 hour	2	\$180	\$22.50	\$0	\$180
Blue Group	3 Days/wk	1 hour	3	\$230	\$19.17	\$0	\$230
Gold Group	2 Days/wk	1.5 hrs	3	\$230	\$19.17	\$0	\$230
Gold Group	3/Days/wk	1.5 hrs	4.5	\$305	\$16.94	\$0	\$305
Novice 2a/b	2 Days/wk	1.5 hrs	3	\$205	\$17.08	\$50	\$255
Novice 3a/b	3 Days/wk	1.5 hrs	4.5	\$255	\$14.17	\$50	\$305
Novice 4a/b	4 Days/wk	1.5 hrs	6	\$305	\$12.71	\$50	\$355
Gym2Dive	1/Day/wk	2 hrs	2	\$155	\$19.38	\$0	\$155

Group	Days/Wk	Time	Pool Hrs/Wk	Monthly Fee	Cost/Hr	Monthly Fundraising	Monthly Total
Masters	4/Days/wk	2 hours	8	\$230	\$7.19	\$0	\$230
Masters	3 Days/wk	2 hours	6	\$205	\$8.54	\$0	\$205
Masters	2 Days/wk	2 hours	4	\$180	\$11.25	\$0	\$180
Masters	1 Day/wk	2 hours	2	\$160	\$20.00	\$0	\$160
Masters	Drop in	2 hours	2	\$45	\$22.50	\$0	\$45

Private/Semi-Private Lesson Fees

		HOURS				
		1	1 1/2	2	2 1/2	3
D I V E R S	1	\$120	\$180	\$240	\$300	\$360
	2	\$150	\$225	\$300	\$375	\$450
	3	\$180	\$270	\$360	\$470	\$540
	4	\$210	\$315	\$420	\$525	\$630
	5	\$240	\$360	\$480	\$600	\$720
	6	\$270	\$405	\$540	\$675	\$810
	7	\$300	\$450	\$600	\$750	\$900
	8	\$330	\$495	\$660	\$825	\$990
	9	\$360	\$540	\$720	\$900	\$1,080
	10	\$390	\$585	\$780	\$975	\$1,170

Per Diver Per Session Rate					
	1	1 1/2	2	2 1/2	3
1	\$120	\$180	\$240	\$300	\$360
2	\$75	\$112.50	\$150	\$187.50	\$225
3	\$60	\$90	\$120	\$156.67	\$180
4	\$52.50	\$78.75	\$105	\$131.25	\$157.50
5	\$48	\$72	\$96	\$120	\$144
6	\$45	\$67.50	\$90	\$112.50	\$135
7	\$42.86	\$64.29	\$85.71	\$107.14	\$128.57
8	\$41.25	\$61.88	\$82.50	\$103.13	\$123.75
9	\$40	\$60	\$80	\$100	\$120.00
10	\$39	\$58.50	\$78	\$97.50	\$117

Per Diver Per Hour Rate					
	1	1 1/2	2	2 1/2	3
1	\$120	\$120	\$120	\$120	\$120
2	\$75	\$75	\$75	\$75	\$75
3	\$60	\$60	\$60	\$60	\$60
4	\$52.50	\$52.50	\$52.50	\$52.50	\$52.50
5	\$48	\$48	\$48	\$48	\$48
6	\$45	\$45	\$45	\$45	\$45
7	\$42.86	\$42.86	\$42.86	\$42.86	\$42.86
8	\$41.25	\$41.25	\$41.25	\$41.25	\$41.25
9	\$40	\$40	\$40	\$40	\$40
10	\$39	\$39	\$39	\$39	\$39

Fundraising Requirement of Participation

The documented annual fundraising requirements are a recurring monthly fee that may be credited to each family's account based on what funds they bring in for that 12-month dive season, October 1 through September 30.

Fundraising Commitments: Each Nadadore diver is required to fulfill their annual fundraising obligation:

- \$600- Novice
- \$1,200- Elite

Each year the team hosts various fundraising events to assist your diver in raising funds to fulfill your fundraising obligations. Proceeds more than the annual fundraising commitment cannot be applied to diving tuition and will go toward the general operating budget for the club. Credits will be reflected in your diver's account on the upcoming billing cycle after the proceeds have cleared the Nadadores' bank account. Credits will not be given retroactively.

The club provides opportunities for families to meet their fundraising obligations which may or may not include:

See's Candy Sales/Cookie Dough Sales – (November/December and March/April). 90% of monies raised through the sale of See's candy or cookie dough sales may be applied toward fundraising commitments for the current year only. 10% will be retained by the club to cover expenses. Excess monies, beyond fundraising obligations, will be applied to the MVN Dive general operating fund.

Script- Families may use our Script program to purchase gift card for their normal expenses throughout the year or for things such as travel expenses for meets and gifts for families during holidays. A percentage of the purchase amount of the gift card will go back to the club and the entirety of that rebate amount will go towards offsetting your fundraising amount. Amounts over the fundraising obligation will go back to the club to offset and cover expenses.

The club will also have opportunities to raise funds for the club that will offset special projects such as large scale equipment purchases.

Dive-a-thon- 100% of monies raised through Dive-a-thon will be retained by the club to offset the costs of special projects. We ask that all divers participate in the Dive-a-thon so the club can consistently provide athletes with up-to-date equipment in dryland, regularly replaced diving boards and other tools that will help keep the Mission Viejo Nadadores Diving program at the forefront and cutting edge of training resources in the United States. All money raised and donations received are tax write offs as the MVN Foundation is 501c(3) organization.

Competitions: Meets are held from November through the summer months. The coaching staff will determine the team's competitive schedule as well as the criteria for participation. Meet information is distributed via email, by the General Manager, well in advance of the deadline date. Divers must meet

established criteria for each competition and must have the coaches' permission to participate. All Elite Team athletes are required to attend all Region, Zone and National Competitions for which they qualify.

Volunteer Service Hours Requirement and Agreement

There are several MVND-sponsored events that occur throughout the year, with the success being dependent on volunteer participation by members and their families. Members are highly encouraged to assist the team by volunteering to actively participate in the planning and execution of hosted meets, team gatherings and fundraisers.

Families with a diver in the Elite and Novice program as well as participating lessons and high school divers are all required to participate in MVND's volunteer hours program and must support all MVND hosted meets. The Nadadores host two or more meets each year. To successfully host these events, each family from Novice to Elite (and participating lessons and high school), is required to volunteer to fulfill the requirements for each.

Volunteer Service hour requirements (by Group) for each family are listed for the following meets, events or activities hosted each year:

Need to Add: All Elite groups required 6 hours-Novice 4 hours Any lessons competing 2 hours are required

- Chris Vonk Invitational (December)
 - Elite: 6 hours
 - Novice: 4 hours
 - Participating Lessons, High School, Gym2Dive: 2 hours
- Dr. Ron O'Brien Invite (March, April or May depending on year)
 - Elite: 6 hours
 - Novice: 4 hours
 - Participating Lessons, High School, Gym2Dive: 2 hours
- Any USA Diving Regional/Zone dive meet (month varies)
 - Elite: 8 hours
 - Novice: 6 hours
 - Participating Lessons, High School, Gym2Dive: 2 hours
- Any USA Diving National Competition or FINA International Competition
 - Elite: 12 hours
 - Novice: 8 hours
 - Participating Lessons, High School, Gym2Dive: 4 hours
- Any Intrasquad meet
 - Elite: 1 hour
 - Novice: 1 hour
 - Participating Lessons, High School, Gym2Dive: 1 hour
- Participation/Setup/Serving for Parties, Events or Committees throughout the year
 - Elite: 1 hour
 - Novice: 1 hour
 - Participating Lessons, High School, Gym2Dive: 1 hour

Parents are not allowed to volunteer to announce or work administration tables during any event(s) in which their child is competing. Divers over 15 and older can volunteer on behalf of their families.

All my family members are responsible for the shifts they sign up to work or to obtain a reasonable replacement within 3 days of the start time of the first event for that meet. If my family does not show up for a shift or fails to get a shift covered by another volunteer, you will be billed for those hours as a NO SHOW. Service hours are billed at \$25 (twenty five dollars) per hour missed.

Volunteer shift schedules are available for signup 4-6 weeks in advance via Team Unify. On site, parents must sign in with the General Manager, usually located at the registration/check-in table. If a family works more than the minimum required hours at any given meet the hours will not be rolled over to the next meet. Hours may be gifted to another family who may be short hours at that specific meet, to assist them with meeting their requirement.

Recording of Service Hours

All families are responsible for reporting to the General Manager before each registered shift. Your signature will be required at the conclusion of your shift.

Medical Safety Information

Pre-Season Medical Screening: We recommend a Pre-Season Medical Screening for all team participants. Any divers with prior prolonged injuries (i.e., wrist, shoulder, back or knee) are required to have a medical screening performed prior to the start of the season.

Pre-Participation Screening Evaluations:

- Should be performed by a licensed physician, preferably one with sports medicine training (i.e. sports orthopedist).
- Consist of a medical history which guides the physician in the physical evaluation and a screen evaluation, preferably a “head to toe” evaluation rather than a cursory screening limited to heart, lungs, and abdomen.

Clearance to Participate: All divers are required to have a doctor’s letter of clearance before returning to training from an injury. Coaching staff may request a doctor’s appointment if a diver is unable to train to group expectations.

Recommended Physicians:

Dr. Robert Grumet

Orthopedic Specialty Institute
280 S. Main Street, Suite 200
Orange, CA 92868

Tel: (714) 937-2117/ **Fax:** 714) 634-4569

Or

16300 Sand Canyon Ave, Suite 511
Irvine, CA 92618
Robertgrumetmd.com

Cindy Shaw PT, OCS

Orthopedic and Spine Care
6082 Edinger Ave., Suite 100
Huntington Beach, CA 92647

Tel: (714) 840-1505/**Fax:** (714) 840-2504

Anaphylactic Reaction (Bee stings/Exposure to peanuts): For known bee sting allergies that put the athlete at risk for a life-threatening anaphylactic reaction, the athlete **MUST** have an EPI Pen (epinephrine) in his/her equipment bag on deck and/or have provided a pen to be stocked in the first aid kit in MVND’s office and travel first aid kit, for away meets.

Asthma: If an athlete has asthma, we request the following protocols:

- Quick relief inhalers, long-term inhalers and spacers labeled with the athlete's name and prescription to be kept in a plastic bag located in the athlete's equipment bag and another in the dive office.
- A written action plan from the health care provider, detailing how to use the specific inhaler and spacer for effective delivery of medication to the lungs including how many puffs, should be shared with the coach on deck responsible for the diver.
- In the event of an attack, the coach will get the diver out of the water, have the diver use the inhaler, and if in doubt, call 911, and then a parent.

Overexposure to Sun: Coaches/divers should take precautions to lower chances of sun-related problems later in life such as:

- **Melanoma**-serious form of skin cancer
- **Actinic Kerasotes**-sun induced skin growths
- **Photo aging**-skin becomes thick, wrinkled, leathery
- **Cataracts**-a loss of transparency in the lens, which clouds vision
- **Immune Suppression**-sunburn can alter the distribution and function of disease fighting white blood cells for up to 24 hrs

Weather Policies

We dive in reasonable rain, wind, and cold. This applies to workouts and competitions. A diver learning to compete needs to adapt to all types of weather situations. Most of our JO competitions are held outdoors in all types of weather.

If rain or smoke is too intense, or if windy conditions exist, the coaches will modify or cancel the workout to keep the divers safe and productive. On a stormy day, divers will be sent a "cancelation" email approximately two hours prior to workout times. There are no make-up workouts offered for training sessions canceled due to inclement weather.

Heavy Rain, Hail, Wind, Smoke During Workouts

- If heavy rain or wind obscures clear vision of the bottom of the pool the pool will be cleared
- The pool will be cleared in the event of hail
- Athletes will be sent to the locker room in the event of a tornado warning
- Depending on radar, parents may be called to pick up their diver early due to weather

Lightning: Pool Closing

The National Weather Service recommends that pools be cleared in either of these two conditions:

- If "cloud to ground" lightning is observed and less than 30 seconds pass from seeing a flash and hearing thunder from that flash
- If "cloud to cloud" lightning is observed

Once a storm with lightning has been detected, the following closing procedures will be followed:

- Get the divers out of the diving pool immediately
- Divers will be sent to the locker room with instructions not to touch shower handles, water spigots, or other metal objects that might conduct electricity

Lightning: Pool Re-entry

Re-entry protocol for return to pool after lightning storm has passed:

- Divers may re-enter the pool for use 30 minutes after the last lightning is seen or thunder is heard

Emergency Action Plan

The following Emergency Action Plan (EAP) will be followed by MVND coaches during any actual emergency or potential emergency involving an MVND member's safety:

- 1) Coach **checks** the scene and identifies the emergency
 - a. Halt practice and clear the area
 - b. Check the accident scene to ensure that the environment is safe for others to act
 - c. Quickly assess the level of seriousness of the situation
- 2) If necessary, coach **calls** for assistance
 - a. If victim's injury seems critical (examples: victim has no pulse, is not breathing, become unconscious, or is bleeding severely), then CALL 911 immediately
 - b. Notify (or have additional staff/divers to notify) staff of the emergency
 - c. Direct additional coaching staff & other divers to assist in the EAP
- 3) Coach **cares** for victim
 - a. Thoroughly assess the victim's condition (with help from aquatic center staff, if necessary)
 - b. If the victim is OK:
 - i. Check equipment and repair/clean/replace it if necessary
 - ii. Resume practice/return to coaching
 - c. If the victim needs care:
 - i. Notify aquatic staff of the emergency (if not already done)
 - ii. Instruct other divers to follow all coaching staff directions
 - iii. Retrieve all the victim's forms (Emergency Information & Consent, Member Info, etc.)
 - iv. Notify the victim's parent/guardian of the emergency (if the victim is a minor)
 - v. Notify the MVND Dive Committee President of the emergency
 - vi. Interview witnesses and record their account of the incident
 - vii. Check the equipment and repair/clean/replace it if necessary
 - viii. Resume practice/return to coaching
- 4) Coach **follows up** on the incident
 - i. Document the incident by completing City of Mission Viejo accident/incident report and faxing to Beverly at (949) 583-0680
 - ii. Have a discussion with the coaching staff about the incident and the response
 - iii. Periodically contact the victim to check on his/her recovery progress
 - iv. Cooperate with requests for information by insurance providers and adjusters

In the event of an active assailant at the facility, the following procedures will be followed:

- 1) Two long blasts of an air horn
 - a. Immediately halt activity.
 - b. Coaches will check the scene to assess the direction of the threat.
 - c. Divers are to stay silent and do exactly as their coach directs them.
 - d. Anyone who is able to will call 911.
- 2) All members will not grab any belongings and coaches will quickly take the athletes to a designated safe area.
 - a. In the event the assailant is coming from the direction of the parking lot, all members will quickly exit at the emergency exit on Marguerite Pkwy and run to the YMCA.
 - b. In the event the assailant is coming from the Marguerite Pkwy side of the pool, all

- members will quickly exit the front of the facility and run to the golf course parking lot.
- c. In the event there is no safe exit, all members will quickly move into the platforms and coaches will lock all doors.
- 3) Families can gather their children at the designated safe areas once the all clear is given by law enforcement.

Dryland Rules

Dryboards

- 1) The dryland diving facility is for MVND participants' use only. No exceptions
- 2) Divers should be dry when using the dryland diving board (dry board)
- 3) Only feet-first are allowed from the dry board to the port-a-pit. Jumps are to be performed from either a standing position on the end of the board or by performing a forward approach and hurdle
- 4) No diver should use the dry board unless the activity is being adequately supervised by a member of the coaching staff
- 5) The dry board is to be used for serious diving training, never for horseplay
- 6) Keep the arms overhead and hands flat to protect the head, neck and spine when simulating a head-first entry to the port-a-pit while in the spotting belt
- 7) The dry board should be properly mounted and dismounted. Never use the dry board as a projectile device to jump onto any other equipment
- 8) Only one person is allowed on the dry board at a time
- 9) Proper attire should be worn when using the dry board. Avoid clothing that impedes movements. Jewelry, including watches, earrings and rings should not be worn
- 10) Never go under the dry board while someone is on the apparatus. Do not sit or lean on the dry board while someone is using the apparatus
- 11) The dry board should never be used by someone who is dizzy, fatigued, or under the influence of drugs, alcohol, or medication which can inhibit coordination or perception
- 12) Proper stretching and warm-up may help prevent sprains and strains
- 13) Avoid overtraining/overheating

Trampolines:

- 1) The trampolines are for MVND participants' use only. No exceptions
- 2) Divers should be dry when using a trampoline
- 3) Diving skills on the trampoline are practiced as single contact activities, one skill at a time. Initiate take-offs using no bounce, a "step-in" hurdle, or several low bounces. High multiple bouncing routines are out of the scope of usage
- 4) If the diver is not wearing a spotting belt or is not being hand-spotted by a supervising coach, multiple twists and/or single or multiple somersaults are not allowed on the trampoline unless specific, individual permission is granted by the supervising coach.
- 5) No diver should use the trampoline unless the activity is being adequately supervised by a member of the Coaching Staff
- 6) The trampoline is to be used for serious diving training, never for horseplay
- 7) Keep the arms overhead and hands flat to protect the head, neck and spine when simulating a head-first entry on to the trampoline while in the safety belt
- 8) The trampoline should be properly mounted and dismounted. Never use the trampoline as a projectile device to jump onto any other equipment other than the trampoline being used
- 9) Only one person is allowed on the trampoline at a time. The only exception is when a coach is physically spotting a skill

- 10) Proper attire should be worn when using the trampoline. Avoid clothing that impedes movements. Jewelry, including watches earrings and rings, should not be worn.
- 11) Do not sit on the pads of the trampoline while someone is jumping.
- 12) The trampoline should never be used by someone who is dizzy, fatigued, or under the influence of drugs, alcohol, or medication, which can inhibit coordination or perception
- 13) Proper stretching and warm-up may help prevent sprains and strains
- 14) Avoid overtraining.

Anti-Bullying Policy

Purpose:

MVN Diving is committed to providing a safe and friendly environment for all members. Bullying of any kind is unacceptable and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. All bullying incidents will be dealt with promptly, and effectively.

Objectives of Bullying Policy and Action Plan:

- To define bullying.
- To explain reporting.
- Team procedures in the event of a bullying report.

What is Bullying?

Bullying is intentional behavior that hurts, harms, or humiliates a member, either physically or emotionally. Bullying is also the use of aggression, whether intentional or not, which hurts another person and results in pain or distress. It is the severe or repeated use of oral, written, electronic or other technological expression, image, sound, data, or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination, directed at any other member that a reasonably objective person would conclude has a harmful effect:

- Harm: Causing physical or emotional harm or damage to a person's property.
- Property: Creating reasonable fear of physical harm or of damage to property.
- Hostile Environment: Creating a hostile environment for others during a dive activity.
- MVN Dive Events: Infringing on the rights of others during team activity, event.
- MVN Dive Training: Materially or substantially disrupting the training process or the orderly operation of any MVN Dive activity.
- Psychological: Causing harm through psychological abuse. Not physical in nature.
- Social Bullying/Relational Aggression: Bullying done with the intent to hurt someone's reputation or social standing. Social bullying is by exclusion, or encouraging others to ignore, chastise or threaten a teammate.
- Verbal Bullying: Name calling, spreading rumors, threatening, and making fun of others are all forms of verbal bullying.
- Cyberbullying: Bullying that happens over any technological device, including email, instant messaging, social networking/media sites such as Facebook/Instagram, text messages and cell phones. Rallying others against the victim by spreading rumors or creating an isolating incident for the victim.
- Bystanders: A bystander is aware of the bullying and takes no action to help the victim.
- Unfair Use of Power: Engaging in bullying behaviors by use of power, age difference or status to manipulate and hurt others.

- Peer Pressure: When a peer group or individual encourages others to change their attitudes, values, or behaviors to conform to those of the influencing group or individual. Peer pressure can impact and result in bullying when the behavior encourages others to laugh at someone or determine someone is not worthy to be part of the group. Individuals are intimidated to speak out on behalf of themselves or of someone being hurt.
- Creating Vulnerability: Action that makes a teammate doubt themselves creating a vulnerability to attempts of intimidation.
- Martyrdom: Playing the martyr who is unappreciated and creates guilt if the victim wants to be with other friends.
- Possessiveness: Bullies are often insecure often don't have many friends. They resent that a teammate has other relationships and wants to constantly be around.

MVN Dive Procedure to Stop Bullying:

We all have a responsibility to stop bullying. We are here as teammates.

- 1) Report any incident to a coach, parent liaison or trusted adult
- 2) Head Coach will gather information, meet with accused and parents and depending on severity and duration, may make a report to Safe Sport. Possible punishments (not in ascending order) are:
 - Verbal warning and documentation
 - Apology letter
 - Safe Sport education
 - Suspension from team
 - Termination of membership
- 3) Repeat offenses will warrant suspension or dismissal from the team as determined by the Head Coach

Codes of Conduct

The purpose of this code is to promote the best possible individual, team, and competitive diving program, by establishing a set of conduct rules to help ensure a friendly, safe and productive diving environment. The code is further designed to promote a favorable image of the Mission Viejo Nadadores Diving Team.

Athlete Code of Conduct

- 1) All members will respect the coaches. This includes giving them full attention when they are speaking and providing instruction
- 2) All members will arrive on time to practices and early enough for designated stretch and warm up at competitions
- 3) Members will treat others with respect and display good sportsmanship. Foul language or name-calling is not permitted. Disrespectful, indiscreet, or destructive behavior will not be tolerated. Any form of sexual harassment **will not be tolerated**.
- 4) Pushing, hitting, kicking, taunting, bullying, and other intentional unwanted touching or interfering is not permitted. Athletes and parents are required to sign a separate Anti Bullying document at the start of every season
- 5) Running or other horseplay activity is not allowed
- 6) Athletes must notify coach on deck if parent has not arrived to pick them up within 15 minutes

- of the end of a scheduled practice or event
- 7) All athletes are expected to participate in all designated championship meets for which they are qualified
 - 8) MVND is a drug free organization; using alcohol, non-prescription illegal drugs or tobacco is not permitted
 - 9) All members are expected to wear designated team suits, T-shirts, and warm-ups during all competitions
 - 10) At diving meets, athletes should expect to follow the schedule as designated by the coaches. Homework and extracurricular activities should be planned outside of that schedule. This includes when athletes are asked to be at the pool to support their teammates. Proper time management is a key life skill student-athletes must excel at.
 - 11) All members are expected to win with character and lose with dignity. This means greeting fellow competitors in the same manner regardless of the place or score you receive
 - 12) **No cell phones during practice time, including dryland. Cell phone use is for emergencies only**
 - 13) Divers are not allowed to post inappropriate language, posts/text on any social media platform. This is considered a form of bullying
 - 14) Athletes are prohibited from becoming “friends” with any current Mission Viejo staff member on any social media platform
 - 15) Videos and photos of athletes may only be uploaded to team social media platforms by the staff

The following measures are NOT in ascending order and any measure may be imposed immediately by the Head Coach or the MVND Dive Committee based on circumstances and severity of infraction by athlete or parents.

- Reported to Safe Sport
- Verbal Warning
- Written Warning
- Restricted or modified practice (i.e. time out, request for written apology, etc.)
- Diver removed from practice, event or scratched from meet with no expense reimbursement provided
- Suspension from events, practice or the team with corrective measures and/or specific behavior contract assigned to remedy the concern. Depending on severity of conduct violation, an indefinite suspension may be imposed
- Removal from the team

Parent Code of Conduct

Youth sports programs play an important role in promoting the physical, social and emotional development of children. It is essential for parents, coaches, and officials to encourage youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in or at competitions or related team events should be positive models of good sportsmanship and lead by example demonstrating fairness, respect, and self-control.

- 1) Parent, Guardian, or family member is responsible for their own personal conduct as well as the conduct of their children when representing MVND at competitions, practices, and related events, or anywhere in public when they are wearing MVND identifying gear.
- 2) Parent, Guardian, or family members will **not**

- a. engage in unsportsmanlike conduct with any coach, parent, participant, official or other attendee.
 - b. encourage their child or other person to engage in unsportsmanlike conduct with any coach, parent, participant, official or other attendee.
 - c. engage in any behavior that may endanger the health, safety or wellbeing of any coach, parent, participant, official or other attendee.
 - d. encourage their child or other person to engage in any behavior that may endanger the health, safety or wellbeing of any coach, parent, participant, official or other attendee.
 - e. engage the use of profanity at team facilities, events and social media affiliated with the Nadadores.
 - f. engage in any verbal or physical threats aimed at any coach, parent, participant, official or any other attendee.
 - g. encourage child to treat any coach, parent, participant, official or other attendee to engage in any verbal abuse or physical threats aimed at any coach, parent, participant, official or any other attendee.
 - h. non-prescription illegal drugs or alcohol during or while attending a team related event. This includes being under the influence when in the presence of coaches, parents, participants, officials, or any other attendees.
 - i. permit or encourage child or any other person to use non-prescription illegal drugs or alcohol during or while attending a team related event.
 - j. become “friends” with any current Mission Viejo employee or coach on any social media platform.
- 3) Parent, Guardian, or family member **will**
- k. treat any coach, parent, participant, official or other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation, or ability.
 - l. encourage their child to treat any coach, parent, participant, official or other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation, or ability.
 - m. communicate with coaches through the parent liaison email, the General Manager or directly with your coach.
- 4) It is the parent’s sole responsibility to arrange for all practice and event transportation, meals, and supervision when unable to personally accompany their child. Travel and Consent forms available on Team Unify in the Document section. These documents must be completed and approved by MVND coaches prior to event registration at any away meet if a parent or guardian will not be present with their minor.
- 5) Although indirect, and gossip cannot be prohibited, it is strongly encouraged parents communicate directly to the coaching staff regarding specific areas of concern in a respectful and productive manner to preserve the positive, family atmosphere of MVND.
- 6) Due to the nature of coaches working closely with and leading/disciplining athletes/parents, employees are strongly discouraged from socializing with parents on the team, outside of the pool. Interactions at competitions, team events and activities are exceptions to this policy.

I hereby agree that if I fail to conform my conduct to the foregoing while attending practice, competitions, or any related team event, I will be subject to disciplinary action at the discretion of the coaching staff and/or MVND Dive Committee. Disciplinary action may include any or all of the measures listed based on the severity of the infraction.

The following measures are NOT in ascending order and any measure may be imposed immediately by

the Head Coach or the MVND Dive Committee based on circumstances and severity of infraction by athlete or parents.

- Reported to Safe Sport
- Verbal Warning
- Written Warning
- Suspension from events, practice or team activities with corrective measures and/or specific behavior contract assigned to remedy the concern. Depending on severity of conduct violation, an indefinite suspension may be warranted
- Removal from the team

Travel Code of Conduct

Traveling to meets is an excellent way to test a diver's developing skills while also enjoying the benefits of visiting new places and making new friends. Parents or designated guardians of divers who are 13 years or younger are required to travel and board with their diver.

Both parents and divers must sign the Team Travel Code of Conduct each year.

- 1) The parent or guardian must arrange for a chaperone if unable to travel to the meet with the diver. Although the club may recommend hotels for everyone to stay in, parents are ultimately responsible for housing, transporting, and monitoring their children during diving competitions.
- 2) If a parent is unable to attend a competition, the parent is responsible for deciding travel arrangements for his or her child. Please inform the office and coaches if your diver will be traveling with another family or designated responsible adult and communicate contact information accordingly.
- 3) In addition, make sure the responsible party has a medical consent form to provide authorization during an emergency as well as a copy of your diver's medical card and any all pertinent medical information such as drug allergies etc.
- 4) Any traveling MVND coach may designate and enforce a curfew. Whether at home or away meets, all team meetings and workouts are mandatory. The coaching staff strongly recommends staying at the designated meet hotel, if possible, to facilitate team communication, bonding, transportation, getting to meals, workouts, and team meetings on time. Staying in the same hotel is especially beneficial to newer or more inexperienced families who are traveling.
- 5) On trips requiring overnight lodging, team members may be required to stay in rooms or designated areas assigned by the coaching staff. A parent, legal guardian or designated chaperone must stay in the room with the diver(s) if the diver(s) are a minor. No exceptions.
- 6) If members of the opposite sex are in a room not assigned to them, doors and curtains must always remain open.
- 7) Everyone must be in their assigned room at the designated curfew time and no one except assigned roommates are allowed in the room after curfew time. Appropriate curfews will be established for each trip by the coaching staff.
- 8) Smoking, use of alcoholic beverages or any drugs other than those prescribed by a physician or approved by a parent or coaches are not permitted. The head coach can require a drug test of any diver.
- 9) Indiscreet, destructive, disrespectful or any other behavior considered to be detrimental to the team will not be tolerated.
- 10) The team will travel together, if possible, especially for international meets.
- 11) When at a competition, ancillary family entertainment activities must be scheduled after the

diver is finished with daily competition requirements so that the diver is rested and ready to compete.

12) Additional rules may apply at certain meets and are at the discretion of the coach on site.

13) All Divers must wear MVND team apparel to all home and away dive meets. (Team apparel can be purchased online or through the MVProShop during coordinated opportunities throughout the year.)

If this Code of Conduct is violated, one or all the following courses of action may be taken:

- The diver may be reported to Safe Sport
- The diver may be withdrawn from the competition
- The diver may lose all team privileges
- The diver may be sent home at his/her expense
- The diver may be suspended from the team for a length of time depending on the severity of the infraction
- The diver may be dismissed from the team

Emergency Medical Consent/Participant Liability Waiver

I certify that I am the parent or legal guardian for my diver(s) or is a diver, 18 years or older. I hereby give my permission for any supervisor, coach or other team administrator associated with the Mission Viejo Nadadores Diving Club to seek and give appropriate medical attention for my child(ren) or myself in the event of accident, injury, illness.

I do hereby authorize and give consent to Mission Viejo Nadadores Foundation, a California non-profit public benefit corporation ("Authorized Party"), obtaining for the Participant any x-ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital or emergency room care facility ("Medical Facility").

Care is to be rendered to the participant under the general or special supervision of any member of the medical staff and emergency room staff licensed under the provisions of the Medicine Practice Act or a dentist licensed under the provisions of the Dental Practice Act and on the staff of any acute general hospital holding a current license to operate a hospital from the State of California department of Public Health.

It is understood that this authorization is given in advance of any specific diagnosis, treatment or medical facility care being required and, except as expressly stated as limitations in the online medical info fields, is given to provide authority and power to render care which a Physician and Surgeon or Dentist in the exercise of his best judgment may deem advisable.

It is understood that effort shall be made to contact the diver's parent or guardian by telephone using the numbers supplied in my account prior to rendering treatment to the participant; However treatment will not be withheld if I cannot be reached. It is further understood that I am responsible for all charges for the above-mentioned diagnosis, treatment, or hospital care. This authorization is given pursuant to Section 25.8 of the Civil Code of California.

Assumption of Risk

There are certain risks inherent in the use of equipment and/or participation in certain programs that you should consider before you or your diver(s) begin such activities. As a participant in these classes and programs, I on behalf of our minor dependents and ourselves (collectively, "our") understand that

participation can involve physical activity, which could result in injury.

I also understand that use of the facilities is exclusively limited to the area(s) in which the class or program is being conducted and that use will be strictly under staff supervision. For, and in consideration of, the Mission Viejo Nadadores Foundation sponsoring these classes and programs, and the City of Mission Viejo allowing use of its facilities for this program, and with the understanding of the risks involved in our participation,

I, on behalf of ourselves, our dependents and heirs agree to release and forever discharge the Mission Viejo Nadadores Foundation and the City of Mission Viejo, their officers, directors, employees, contractors and agents from any and all liabilities, demands or claims for loss or damage resulting from an injury or damage which may be sustained on account of our participation in these classes or programs, or use of the facilities.

I hereby waive, release and forever discharge Mission Viejo Nadadores Diving and associated supervisor, coach or other team administrator from all rights and claims for damages, injury, loss to person or property which may be sustained or occur during participation in Mission Viejo Nadadores Diving activities, whether or not damages or loss is due to negligence. I hereby acknowledge that myself or my child(ren) is (are) physically fit and capable of participation in all Dive Team activities unless restriction(s) and limitation(s) are documented and submitted with a signed applicable physician's note.

Injuries and Insurance

While the MVND Dive Committee and coaching staff will make every effort to create a safe participation environment for MVND members, accidents and injuries may occasionally occur. The sport of diving is associated with training activities involving risky acrobatic moves and potential physical contact with the springboard, platform, or water.

All MVND members receive accident and injury insurance coverage through USA Diving, Inc. and/or the AAU. This insurance coverage is secondary to each individual member's personal insurance. Following an accident or injury, the USA Diving and AAU policies may cover expenses not covered by the member's primary insurance. Because the USA Diving and AAU insurance is only secondary coverage, all MVND members must maintain and offer proof of personal insurance coverage as a condition of membership.

If a member suffers from an accident or injury because of participation in MVND activities, the member must notify MVND staff immediately. If the member's injury is serious enough to warrant a possible insurance claim, the MVND staff will complete all necessary accident/incident reports and will send those reports to USA Diving and/or the AAU. Following receipt of those reports, USA Diving and/or the AAU will forward them to their insurance providers, who will then contact the injured member directly to begin the process of settling the claim.

MVND has general liability insurance coverage through USA Diving and/or the AAU. It is the MVND General Manager's or designee's responsibility to register MVND as a club annually with both organizations for the insurance coverage to be valid. As a benefit of being an individual coach member of each organization, each MVND coach receives liability insurance coverage through USA Diving and/or the AAU.

It is imperative that each MVND diver be registered with USA Diving and, if instructed, the AAU. Unregistered divers not only are disqualified from receiving any insurance coverage, but they also jeopardize the validity of the MVND's general liability insurance policy. USA Diving registration must be renewed annually each December. The MVND General Manager is responsible for ensuring each MVND diver is properly registered and can assist with the registration process.

Each diver is responsible for their annual registration, required at the end of December (both USA Diving and AAU memberships expire on December 31st of each year and must be renewed before the first day of January training). Divers will be given a deadline date to submit a copy of their USA Diving and/or AAU membership card to be permitted on-deck for training.

Media Release Agreement

I, the parent or legal guardian of my diver(s) or diving participant have received, read and understand the guidelines and requirements outlined in the Mission Viejo Nadadores Dive Team Parent Handbook and agree to comply with the terms and policies contained therein.

I the parent or legal guardian of my diver(s) or diving participant do agree to the following terms and conditions regarding the release of Contact Information, Photos and Media Releases:

It is MVND's general policy not to distribute information about any diver to any individual or organization outside of MVND without the parent's consent since the divers are minors. In an effort to ease communication within the MVND membership, MVND makes available a team roster to its members that include the divers name, parent email address, parent phone number and training group within MVND's team management application tool called Team Unify.

I understand that I have the right not to share my contact info with the rest of the membership and will either select one of the two options within my team unify account. The "Member Search" option is found on the "Account Info" tab screen by navigating to "My Account" then under the submenu "My Account" again. I have the option to select either "Yes-I want to participate" or "No-I do not want to participate". I understand that the "Yes" option is the selection default and if I want to change it I will do it myself within my account or contact the MVND Club Administrator to deactivate it as part of the available team member roster feature.

Additionally, MVND team / committee members and/or staff, and/or outside media professionals may take photographs and/or video of MVND members or family spectators during sanctioned MVND practices, competitions, and events. MVND may choose to display photos and/or video of members on bulletin boards, in pamphlets/flyers, in newspaper articles, on websites and social media and/or on television for the purpose of promoting MVND.

I give consent to display appropriate photos and/or video taken of my diver or family while on deck during any sanctioned MVND practice, competition or event which may accompany my divers first name and last name initial. Any additional info of my diver, who is a minor, will require further consent from me or my diver's other parent or legal guardian. Video or still images taken by or for MVND can only be used by MVND. Any other private/public use of the media in a publication or other online media without MVND's expressed written consent is prohibited.

Conflict of Interest

No member of the MVND Dive Committee shall derive a personal profit or gain, directly or indirectly,

by reason of his or her participation in MVND. Everyone shall disclose to the MVND organization any personal interest in which he or she may have in any matter pending before the organization and shall refrain from participating in any decision on such matter. Any member of the MVND team, parent, Dive Committee or staff shall refrain from obtaining any list of MVND members for personal or private solicitation purposes at any time during the term of their affiliation.

Reimbursement Policy

Members and employees of the MVND Dive organization may be required to incur expenses from time to time to conduct MVND business and to further its mission. The purpose of this policy is to ensure adequate cost controls are in place, travel and other expenditures are appropriate, and a uniform and consistent approach exists for the timely reimbursement of authorized expenses incurred by MVND members and employees. It is the policy of the MVND to reimburse only reasonable and necessary expenses actually incurred.

When incurring business expenses, MVND members and employees are expected to:

1. First seek High Performance Director/Head Coach or Dive Committee's permission
2. Exercise discretion and good business judgment with respect to expenses
3. Be cost conscious and spend the club's money as carefully and judiciously as an individual would spend his or her own funds
4. Report expenses, supported by required documentation

To be reimbursed for MVND business expenses, send a detailed account of the expenses and all receipts to the MVND General Manager at the team mailing address:

Visiting/Returning Diver Fees

MVND welcomes divers from other programs (including former Nadadores who are diving for their college) and provide a visiting diver policy for divers who desire to train with MVND for a limited time. However, it is at the Head Coaches' discretion to determine if a visiting diver may return to or visit the program, even temporarily.

- 1) A diver is considered "visiting" if the diver regularly trains with a coach or program not affiliated with MVND and intends to train with MVND for a period of three months or less.
- 2) Visiting divers are not members of MVND and are not eligible to vote in MVND elections.
- 3) Visiting divers must be registered athletes with USA Diving and/or AAU.
- 4) Visiting divers must submit to MVND proof of valid primary, personal health insurance.
- 5) Visiting divers must sign the MVND Participant Waiver and Emergency Medical Form.
- 6) Visiting divers must pay the current MVND fees **in advance**, prior to use of the facilities.
- 7) Due to new Safe Sport regulations, any athlete 18 or over, wishing to participate in training, must have completed the Safe Sport module at usadiving.org prior to participation.
- 8) Practice/Competition Coaching fees are:
 - \$45/diver/training session if training two weeks or less (a week is considered 6 days)
 - Monthly rate: \$460/month (a month is considered anything longer than 2 weeks)
Monthly rate may be paid in lieu of daily rate
 - In the event a visiting diver requests coaching during a competition, the diver will be billed \$200/week (a week is considered 6 days) or \$45/day if less than a week or any part thereof plus the standard \$20 travel coaching fee.
- 9) Practice fees for visiting Master's divers
 - \$45/diver/practice. This is for the occasional visiting drop in Master diver plus

- proof of USA Diving membership and Safe Sport documentation.
- Fees must be paid through office ahead of training.

Visiting/Returning Diver Housing Rates/Requirements

Visiting Athlete Housing Rates/Requirements

- \$100/week (7 or less days) paid directly to host family ahead of arrival
- \$400/month (more than 2 weeks) paid directly to host family ahead of arrival
- Head Coach to make final selection of appropriate housing environment for visiting athlete. Decision will be based on age, gender, needs and personality of visiting athlete as well as the “intangibles” to arrive at the “right blend” of athlete needs and family needs.
- Executed Medical Power of Attorney form (if a minor) naming host family adults and Head Coach executed and archived by office staff prior to arrival.
- Proof of health insurance documentation to be archived by office staff.
- Signed liability release form releasing the host family, Mission Viejo Nadadores Foundation, and Mission Viejo Diving Committee and staff
- Proof of current athlete membership with USA Diving
- All payments and required documentation to be handled by General Manager

Visiting Athletes/College Teams/Domestic Club Athletes

MVND welcomes domestic teams and provides a visiting team policy for divers/coaches who desire to train at the MAC for a limited time.

- 1) Training times are determined by dive office and prioritized on a first-come-first awarded basis. Training times cannot conflict with regular scheduled practices without approval from the Elite/HPD.
- 2) Teams can train up to 2x per day for 2-hour training sessions, based on availability.
- 3) Visiting team members do NOT have to be members of USA Diving if they are coming with their university team, but it is strongly encouraged.
- 4) Teams must follow all Mission Viejo rules of conduct which will be sent prior to arrival or potentially not be allowed to continue to train at the facility.
- 5) All payments and insurance documentation to be handled through dive office ahead of arrival.
- 6) Visiting team fees are:
 - \$25/diver/day /1session/\$40/diver/2session+ \$30/hour monitoring fee/day (e.g. 2 hour training + \$60 monitoring fee)
- 7) Team must provide prior to arriving, \$2 million liability coverage documentation listing the following as additionally insured:
 - a. Mission Viejo Nadadores Foundation
 - b. Mission Viejo Dive Committee and staff
 - c. City of Mission Viejo

Visiting International Team Fees

MVND welcomes international teams and provides a visiting team policy for divers/coaches who desire to train at the MAC for a limited time.

- 1) All scheduling, training fees and correspondence for visiting international teams will be accomplished through the Elite/High Performance Director.
- 2) Training times and fees are at discretion of Elite/High Performance Director and prioritized on a first-come-first awarded basis.
- 3) Visiting international team members do NOT have to be members of USA Diving but must

- have approval from their federation with documentation sent to USA Diving's office.
- 4) All payments and insurance documentation to be handled through dive office.
 - 5) Team must provide prior to arriving, \$2 million liability coverage documentation listing the following as additionally insured:
 - a. Mission Viejo Nadadores Foundation
 - b. Mission Viejo Dive Committee and staff

Independent Physical Education (I.P.E. Forms for Jr. High and H.S. Divers)

Often school districts and independent schools will allow for "0" period when a student may elect to begin school at 6:30 am and receive P.E. credit. The MVND and at the Marguerite Aquatics Center qualifies for I.P.E. credit.

MVND Coaching Staff will act as the off-campus P.E. instructor for attendance and grades. Let your coaching staff assist you in filling out the appropriate paperwork, or any other assistance you may need. Each district/school might have different requirements. Usually the following will be required:

- 1) IPE form
- 2) MVND Coaching Resume
- 3) Team Objectives (on letterhead)
- 4) Proof of National Participation and ranking (divemeets.com website)
- 5) Quarterly Grade

Technical Diving Rules/Dives by Age Group

Visit <https://www.teamusa.org/usa-diving/resources/rulebook> for a complete listing of rules and dive requirements of each age group.