



COACH OF RECORD POLICY (CoR)

Policy Statement

The coaching staff for any given Swim Alberta Team shall be comprised of Performance Coaches and/or Development Coaches and/or Appointed Coaches as determined from time to time by the Swim Alberta Coach selection criteria and other Swim Alberta coaching development programs (mentoring, women in coaching, etc).

For the purposes of selection, eligibility is contingent on confirmation of “Coach of Record” status. The intent of the Coach of Record designation is to ensure that Swim Alberta is selecting coaches who have a direct and daily coach/swimmer relationship; who can be considered responsible for a swimmers performance or who have played the significant role in the swimmers recent development. All coaches wishing to be recognized as Coach of Record for the purposes of selection must complete a **Swim Alberta Coach of Record Verification Form** and submit it to the Swim Alberta Technical Officer or the Swim Alberta General Manager, prior to the technical meeting of the selection competition.

Definitions

1. The following terms have these meanings in this Policy:

a. Eligible Swimmer:

For the purposes of this policy, an Eligible Swimmer is any swimmer who meets the selection criteria, is selected to perform as a member of the Swim Alberta Team for the particular competition being selected AND has been training in the program of the CoR a minimum of 30 days (consecutive or otherwise) prior to the selection meet.

b. Eligible Coach:

- i.** For a coach to be considered an Eligible Coach, they shall be a member of Swimming Canada, the CSCTA and the Alberta Coaches Council;
- ii.** An Eligible Coach shall be the CoR of a selected Eligible Swimmer;
- iii.** An Eligible Coach must be employed as a swimming coach in an Alberta setting and eligible to represent Alberta as per published selection criteria.



Purpose

2. Swim Alberta is committed to providing opportunities for coaches and swimmers that help to develop and enhance their skills in the sport of swimming. The Coach of Record Policy is designed to give the framework for the eligibility of coaches to represent the province and the guidelines for their selections to Swim Alberta programs. Disputes and conflicts will be dealt with using the Swim Alberta Appeals Policy.

Application of this Policy

3. This Policy applies to all Swim Alberta selections processes for coaches for Swim Alberta teams/programs.
4. The definition section of this Policy outlines the parameters around the Eligible Coach.
5. Coach of Record: To be eligible for selection to any Swim Alberta Team where selection procedures are in place, a coach must satisfy Coach of Record (CoR) status. The CoR for any eligible swimmer is the coach listed on the official Swim Alberta CoR Verification Form and who has adhered to the following conditions:
 - a. A Coach of Record must have conducted a direct coach / swimmer relationship for 30 days of the 90 days prior to a selection competition/period;
 - b. A swimmer must sign the Swim Alberta CoR Verification Form endorsing any coach of record status;
 - c. The CoR Application Form must be submitted at the time designated in the selection criteria.
 - d. In the event that the coach of record cannot be determined, or in the event of conflict or uncertainty, the Selection Committee shall make a determination of CoR status after consultation with the swimmer, coach and/or coaches and other pertinent parties and/or information.
6. Ties – Swimmers and coaches ties shall be broken as per the selection criteria.



Coach of Record Verification Form

Swim Alberta Coach of Record Policy Statement:

The intent of the Coach of Record designation is to ensure that Swim Alberta is selecting coaches who have a direct and daily coach / swimmer relationship and who can be considered responsible for a swimmers performance. Therefore, a swimmer must be in a program 30 consecutive days prior to a selection competition to affect a Coach of Record status.

The CoR Application Form must be submitted at the time designated in the selection criteria. The CoR must satisfy the selection criteria for to be an eligible coach.

Please list all swimmers you consider eligible for selection.

Competition: _____ **Club:** _____

1. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
2. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
3. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
4. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
5. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
6. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature
7. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature