Welcome to the White Plains YMCA Aquatics

It is my pleasure to welcome you to the White Plains Family YMCA (WPY) Aquatics Department. Our mission in aquatics is to empower the community for youth development; to achieve and maintain a balanced and healthy lifestyle; demonstrate social responsibility, accountability, and integrity; and develop leadership abilities by providing the highest quality recreational and co-curricular programs and services.

In congruence with our mission, the aquatics staff work towards developing their accountability, integrity, and leadership abilities by providing a safe, fun, and inviting learning environment for all swim program participants. Our swim lessons program is guided by current American Red Cross standards which focus on creating life-long aquatic habits including water safety and swimming skills. With a low participant to instructor ratio, our experienced and certified American Red Cross swim instructors can spend more quality time with each participant, creating a more individualized learning experience.

Acting as a liaison for our swim program, our Swim Lessons Coordinator or Aquatics Director is available during lessons to help guide the swim program and ensure swim lessons run smoothly. Please don’t hesitate to ask if you have any questions. Additionally, I encourage you to connect with your swim instructor to make the most of your experience. Your experience here at the WPY is very important to me so please do not hesitate to contact me with feedback.

Sincerely,

Eric Hammermeister
Aquatics Director
White Plains YMCA

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REGISTRATION
If you are a member or a program member, register at the front desk. If you are a non-member, you must become a program member and then you may register. All payments are due in full at time of registration.

FIRST DAY OF LESSONS
Meet your instructor on the pool deck. Your instructor will introduce him or herself, go over safety rules and regulations, then ask your participant to enter the water.

WHAT TO BRING TO LESSONS

Swimsuit: All swimmers must wear appropriate swim attire when in the pool. If your participant is not yet potty-trained, please be sure to have them wear a swim diaper (specifically designed for use in pools).

Towel: Towels are not provided for swim lessons participants; however, if you are an active member, you are eligible for use of a towel.

Goggles: Beginning levels are not advised (and often not permitted) to use goggles because of the value placed on the safety of being comfortable opening one’s eyes under water. As swim skills increase, the use of goggles will be encouraged to aid the participant in learning the skills.

Swim cap: All participants over the age of three (3) years old are required to wear a swim cap. If you forget your swim cap, they are on sale at the front desk.

Positive attitude: The learning process can be rewarding but frustrating at times, but with patience and a positive attitude, you and your participant can get the most out of swim lessons and be on your way to increasing your enjoyment in the water.

DURING LESSONS
We encourage you to sit on the bleachers that are spread out around the pool deck to watch your participant. Even better, we encourage you to watch the skills your participant is learning and to practice them together outside of formal lessons. While we encourage parents/guardians to engage in the learning process with their participant outside of lesson time, please refrain from approaching your participant while they are in the water with their instructor. It can disrupt your participant’s concentration, the concentration of other participants, and keep the instructor from being able to accomplish all lesson goals.

AFTER LESSONS
When lessons end each swim instructor will dismiss their participants. Please feel free to address any questions you have with your participant’s swim instructor at this time.

TWO WEEKS BEFORE LAST DAY OF LESSONS
Two weeks before the last day of a swim lesson session, group lesson participants will receive a swim level evaluation card from their swim instructor. This card indicates which swim level your participant may register for next swim session.
SCHEDULING and REGISTRATION
To request a private lesson, fill out our Private Swim Lesson Request Form with the name, age, experience of the participant, the days and times they are available for lessons, and your instructor preference. Our swim lesson coordinator will then assign an instructor for you. Based on demands of an instructor, there may be a week delay in a response. Your instructor will then contact you directly and the two of you will schedule a date and time that works best for each of you. Make your payment in full prior to your first lesson.

FIRST DAY OF PRIVATE LESSONS
On the first day of your private lessons, your swim instructor will meet you at the pool deck of the pool discussed five minutes prior to the start of your private lesson. Bring your receipt with you and give to the instructor. You will then sign the Private Swim Lesson Tracking Form. You will have 90 days to complete all paid lessons from the start of your first lesson.

LAST DAY OF PRIVATE LESSONS
Private swim lesson participants do not receive a swim evaluation card at the end of the lessons unless the participant requests one.

CANCELLATIONS and TARDINESS
If you have to cancel your lesson or are running late, contact your swim instructor. All cancelations must be made 24 hours in advanced or may be counted as one of your lessons. If a participant is more than 15 minutes late, the instructor may cancel swim lessons or teach for the remaining of the time. This will count as one of your paid lessons. Due to instructor’s schedules, instructors may not extend class past the end time because of tardiness.

RESCHEDULING PRIVATE SWIM LESSONS
If you must re-schedule a private swim lesson for a time other than your regularly scheduled time, your swim instructor must confirm the new day/time to assure this is not a conflict with regularly scheduled pool activities or schedules.

CONTINUING PRIVATE LESSONS
If you plan to continue private lessons with your same instructor, please give your instructor your new receipt. Your swim instructor will confirm your private lesson day/time prior to continuation, to make sure your lessons do not conflict with regularly schedule pool activities or schedules. If you do not want to keep the same instructor, please make your payment and fill out a new Private Swim Lesson Request Form.

REQUESTING A NEW INSTRUCTOR
We try our best to match each participant with just the right swim instructor for their goals. However, occasionally, the swim instructors’ scope of training is surpassed by the participant, or the participant and swim instructor find that their pairing is just not the right “fit”. In either case, we encourage open communication between private lesson parents/participants and their swim instructor. Speaking directly with your swim instructor about your goals and needs may solve the problem. If you still do not feel that your swim instructor is a good fit, please contact the swim lesson coordinator and we will work towards finding you another swim instructor who better fits your needs.
PARKING
The YMCA Parking lot is reserved for full time staff Monday – Friday from 7am – 6pm. All swim participants may park in the meter street parking or municipal parking garage.

PAYMENT
The WPY accepts Visa, Mastercard, American Express, Discovery, Cash, or Check. All registrations are non-refundable. All swim lessons must be purchased prior to the lessons. **Group Swim Lessons** are purchased as a complete session. No pro-rating, refunds, or make-up lessons will be provided for missed classes, tardiness, or withdrawal after the first lesson. In case of class cancellation, due to pool closure, a credit will be given. **Private Swim Lessons** can be purchased one-at-a-time or by purchasing 5-packs. Refunds for private swim lessons are not available. As part of their required paperwork, private swim lesson instructors must keep track of how many lessons participants have purchased (and used) and can inform you when you need to purchase more lessons. For documentation purposes, the instructor must ask for your receipt and your signature on Private Swim Lesson Tracking Sheet form before each lesson.

LOCKER ROOMS and the FAMILY CHANGING ROOM
As with all other activities at the WPY, children under the age of 13 must be supervised in the locker rooms. For patron comfort, children of the opposite sex over the age of 3 are NOT allowed in locker rooms, and you must utilize the Family Locker room. Participants 16 years of age and older must use the Mens/Womens locker room. Participants under the age of 16 must use the boys/girls locker rooms.

SWIMMING BEFORE and AFTER LESSONS
Participants are not permitted to swim before or after their swim lessons. Participants may only enter the pool under the supervision of their swim instructor. WPY members are permitted to practice strictly during family swim times.

PROGRAM CANCELLATION/REFUND POLICY
For consideration of a refund/credit, for each participant please complete a Refund/Credit Request Form and submit to the Member Service Desk. The YMCA reserves the right to cancel any program that fails to meet enrollment requirements. If the Y cancels a class or program, a 100% refund will automatically be issued. If a program participant withdraws due to a medical reason, with written verification by a physician, a prorated credit will be issued. Request must be submitted within two weeks of session end date. All registrations are non-refundable.

INCLEMENT WEATHER
The White Plains YMCA follows the White Plains Public School District schedule. If the school is closed, our youth and teen programs are cancelled. For safety reasons and to comply with state regulations, we evacuate and close our pools for 30 minutes after every thunder/lightning occurs. In the event that a lesson is cancelled, an automatic credit will be issued to all students. If thunder/lightning occurs during class time an automatic credit will be issued to all students only if the lesson is less than 50% through. This credit may not be turned into a refund and no make-up classes will be offered. As a courtesy, students are welcome and encouraged to call-in to check on the current status of classes during thunderstorms.
Pool rules and regulations are posted at the entrance of the small pool and by the telephone of the large pool, respectively.

POOL RULES

- All patrons must wear appropriate swim attire.
- All patrons must shower before entering the pool.
- All swimmers over the age of 3 must wear a swim cap.
- Starting blocks are for instructional use only.
- Kickboards, noodles, and other Coast Guard approved floatation devices may be used during swim except for the use by non-swimmers.
- Water wings or other inflatable devices for non-swimmers are not authorized.
- Patrons need to be free of communicable disease and open wounds to prevent contamination of pool water.
- Running, rough play, diving, ball playing, and yelling are prohibited.
- Food and drink are prohibited on the pool deck.
- Chewing gum, alcohol, tobacco products, or other drugs are prohibited.
- No public displays of affection in the pool.
- Non-swimmers or weak swimmers must stay in the shallow end unless they are accompanied by an adult.
- All swimmers under the age of 13 must be accompanied in the pool area by a supervised adult. Patrons under the age of 5 must have an adult in the pool with them.
- All swimmers under the age of 18 must pass the deep water swim test to swim in deep water.
- Participants will not enter the pool until a lifeguard is on duty.
- No extended underwater breath holding games.
- Respect will be shown to all participants, patrons, staff, and facilities.
- The use of inappropriate, abusive, or foul language is not permitted.
- Directions from staff and volunteers will be followed at all times.
- Patrons refusing to obey rules and regulations will be asked to leave.
- Pool staff has the authority to enforce all rules and regulations.
HOW TO SELECT A LEVEL FOR YOUR PARTICIPANT

Your participant’s current swim level is the level that most accurately describes their swimming abilities. Swimming levels are listed below and on the next two pages for your reference. If your participant cannot perform all the activities listed in a level description then they should register for that level with the aim to complete all the skills listed. You may register for both Parent and Child levels (Ski and Perch), as well as our beginner levels (Pike, Polliwog I, teen beginner, and adult beginner) without a swim evaluation. All other levels will require a swim evaluation prior to enrollment. Please contact our swim lesson coordinator at 914-949-8030 ext. 238 to schedule your free swim evaluation, or if you have any questions.

PARENT AND CHILD AQUATICS

Ski (6-18 months) and Perch (19-36 months)
This level is a Parent & Child Aquatics that introduces parents and children to a set of basic aquatic skills. Parents are taught to safely work with their child in the water, including how to appropriately support and hold their child in the water, and how to prepare and encourage their child to participate fully and try new skills. Children are introduced to basic skills that lay a foundation to help them learn to swim. In this level, the parent is actively in the water with the child helping them become comfortable with basic skills. The goal of Parent & Child Aquatics is to provide experiences and activities for parents and children to: Enter/exit the water safely, adjust to the water, be comfortable in exploration of buoyancy, body position, floating and gliding, basic stroke action, and breathing control (blowing bubbles or holding their breath while voluntarily submerging underwater). Note: All submersions must be voluntary on the part of the child. Games and songs are used to create a fun atmosphere.

*All non-potty trained children will be required to wear a tight fitting swim diaper.

PRESCHOOL AQUATICS (SKIPPERS) (ages 3-5)

Preschool Aquatics is for beginning swimmers (ages 3-5) who have had very little or no swim instruction. Preschool Aquatics teaches the most basic aquatic skills (most performed with assistance). The goal of Preschool Aquatics is to introduce basic aquatic locomotion skills, simultaneous and alternating arm/leg action on front and back, and to continue to advance and build on the basic skills that the child will continue to build on as they progress through Preschool Aquatics and then on through Learn-to-Swim PROGRESSIVE levels.

NOTE: Once participants have passed Preschool Aquatics (SKIPPERS), then they are ready for Learn-to-Swim PROGRESSIVE level Polliwog II.

PIKE (Preschool Level 1)
Pike is a beginner level that may use 2-4 bubbles. No swim evaluation is required. The participant has little to no experience in an aquatic environment and might be fearful and/or anxious. The participant cannot put face in the water or paddle, lie on back, or jump in without assistance.

EEL (Preschool Level 2)
Eel is a beginner-intermediate level that may use 1-3 bubbles. A swim evaluation is required. The participant must be able to comfortably put their face in the water and blow bubbles, jump in without assistance, paddle on the front, and float on back (with ears in water).
RAY (Preschool Level 3)
Ray is an intermediate level at may use only 1 bubble. A swim evaluation is required. The participant must be able to jump in without assistance, paddle on front and back the width of the pool. Participants exhibit a rudimentary crawl (big arms) with basic rhythmic breathing and can demonstrate an elementary backstroke (“money-airplane-soldier”). Participant has an understanding of a flutter kick and can bob 15 times.

STARFISH (Learn-to-Swim Level 3)
Starfish is an advance level that uses no bubbles. A swim evaluation is required. The participant must be able to swim 4 widths of continuous freestyle, 2 widths of continuous backstroke, float on their front and back, and tread water for 30 seconds.

Learn-to-Swim PROGRESSIVE (ages 6-12)

POLLIWOG I (Learn-to-Swim Level 1)
Polliwog I is a beginner level that may use 2-4 bubbles. A swim evaluation is not required. The goal of Polliwog I is to learn basic personal water safety information skills, to help participants feel comfortable in the water and to enjoy the water safely. Participants have very little or no swim instruction, focuses on elementary aquatics skills, develops positive attitudes, good swimming habits, and safe practices in and around the water including safely entering/exiting the water, blowing bubbles, bobbing, opening eyes underwater to retrieve submerged objects, front and back gliding, alternating arm and leg action, combined stroke movement, and treading water. Most skills are performed with support.

POLLIWOG II (Learn-to-Swim Level 2)
Polliwog II is a beginner-intermediate level that may use 1-3 bubbles. A swim evaluation is required. The goal of Polliwog II is to help swimmers who have achieved comfort in the water gain familiarity with fundamental skills and achieve success without support. Polliwog II focuses on teaching swimmers to float and glide on their front and back, develop simultaneous and alternating arm and leg actions, and lay a foundation for future strokes, all without support from the swim instructor.

GUPPY (Learn-to-Swim Level 3)
Guppy is an intermediate level that uses no bubbles. A swim evaluation is required. The goal of Guppy is to build on previously learned skills and provide additional guided practice. Guppy is for swimmers who are able to swim with combined stroke on front and back (without assistance). Guppy focuses on making swimmers comfortable and safe in deep water, teaches front crawl and elementary backstroke (25 yards), builds on the fundamentals of treading water, introduces scissors and dolphin kicks as well as the rules of headfirst entries (seated entry dives).

MINNOW (Learn-to-Swim Level 4)
Minnow is an intermediate-advanced level that uses no bubbles. A swim evaluation is required. The goal of minnow is to develop participants’ confidence in the strokes learned thus far and to improve other aquatic skills. Minnow focuses on increasing endurance by swimming familiar strokes (front crawl, elementary backstroke), and adding sidestroke, back crawl, breaststroke, butterfly, and basics of turning at the wall.

FISH (Learn-to-Swim Level 5)
Fish is intermediate-advanced level that uses no bubbles. A swim evaluation is required. The goal of fish is to coordinate and refine strokes. Fish is for swimmers who are competent in all strokes as well
as basic diving techniques. Fish will focus on refining their stroke techniques, incorporate flip turns, and increase their swimming distance.

**FLYING FISH (Learn-to-Swim Level 6)**
Flying fish is an advanced level that uses no bubbles. A swim evaluation is required. The goal of flying fish is to refine strokes so participants swim them with more ease, efficiency, power, and smoothness over greater distances to increase endurance and aquatic fitness. Flying fish skills include circle swimming, using a pack clock, using swimming equipment such as pull buoys and fins, with a final skills assessment of swimming 500 yards continuously using any 3 strokes.

**Learn-to-Swim TEEN** (ages 13+)

**TEEN BEGINNER**
Teen Beginner is a beginner level that uses little to no support. A swim evaluation is not required. The goal of Teen Beginner is to learn basic personal water safety information skills, to help participants feel comfortable in the water and to enjoy the water safely. Participants have very little or no swim instruction, focuses on elementary aquatics skills, develops positive attitudes, good swimming habits, and safe practices in and around the water including safely entering/exiting the water, blowing bubbles, bobbing, opening eyes underwater to retrieve submerged objects, front and back gliding, alternating arm and leg action, combined stroke movement, and treading water.

**Learn-to-Swim ADULT** (ages 18+)

**ADULT BEGINNER**
Adult Beginner is a beginner level that uses little to no support. A swim evaluation is not required. The goal of Adult Beginner is to learn basic personal water safety information skills, to help participants feel comfortable in the water and to enjoy the water safely. Participants have very little or no swim instruction, focuses on elementary aquatics skills, develops positive attitudes, good swimming habits, and safe practices in and around the water including safely entering/exiting the water, blowing bubbles, bobbing, front and back gliding, alternating arm and leg action, combined stroke movement, and treading water.

**ADULT INTERMEDIATE**
Adult intermediate is an intermediate level that uses no bubbles. A swim evaluation is required. The goal of adult intermediate is to develop participants’ confidence in the strokes learned thus far and to improve other aquatic skills. Adult intermediate focuses on increasing endurance by swimming familiar strokes (front crawl, elementary backstroke), and adding sidestroke, back crawl, breaststroke, and basics of turning at the wall.

**ADULT ADVANCED**
Adult advanced is an advanced level that uses no bubbles. A swim evaluation is required. The goal of adult advanced is to coordinate and refine strokes. Adult advanced is for swimmers who are competent in all strokes as well as basic diving techniques. Adult advanced will focus on refining their stroke techniques, incorporate flip turns, and increase their swimming distance.
What if my child isn’t signed up for the appropriate swim level?
The Aquatics Director, Assistant Aquatics Director, Swim Lesson Coordinator, and Swim Instructor will be observing lessons to make sure that each swimmer is in the appropriate class for his or her abilities. It is quite common for a participant to need a “refresher” on some of the skills from previous levels, or for a participant to make vast improvements within the first few lessons and graduate to the next level. If staff feels the participant is in the wrong level, they will speak to the guardians with options available immediately.

What should I bring to lessons?
Each lesson participant is required to wear proper swim attire. Young children who are not toilet trained must wear swim diapers under their swim suits. Goggles are not necessary, but may be recommended for more advanced levels (beginning levels require participants to open eyes underwater without goggles). A towel will not be provided, so please plan accordingly. Swim caps are required for all participants over the age of 3.

Can I stay and watch the lessons?
You are welcome to watch your participant from any of the bleachers on deck, but please refrain from approaching your participant during their lesson. If your presence on deck is disruptive to your participant’s learning environment, then you may be asked to wait in the WPY lobby until the end of lessons. If you have questions, comments, or concerns during the lessons, please address them with the Swim Lessons Coordinator and/or Aquatics Director or wait until after lessons to approach your participant’s swim instructor.

When can I talk to my participant’s swim instructor?
Our friendly and helpful swim instructors will be available 5 minutes prior to lessons and 5 minutes following lessons for questions or comments regarding your participant’s swimming goals and progress. Your swim instructors will also provide you and your participant with an end of session swim registration level ticket.

What if my participant gets cold during lessons?
The WPY large pool for older participants is set at a recreational temperature of 83°F. The small pool for younger participants is set at a therapeutic temperature of 90°F. Warm showers are the best option for warming small children safely. Additional clothing layers, such as a rash-guard, may provide insulation for your child. Please note that additional clothing layer must be appropriate swim attire.

What if my participant misses or won’t be able to attend a lesson?
Please review our refund policy. If for any reason the participant misses a lesson, due to the popularity of our programs, make-ups may only be given if there is space available in another class, no credit will be issued. If a lesson is missed due to an illness, if a doctor’s note is provided, a YMCA credit may be applied or a make-up may be given. If a lesson is missed due to severe weather, a credit will be applied only if the class is less than halfway through class.