



**BULLDOGS**  
**SWIM SCHOOL**

AT COLLEGE OF SAN MATEO  
ATHLETIC CENTER

**INFORMATION & WELCOME PACKET**

College of San Mateo, Building 5 1700 W. Hillsdale Blvd San Mateo,  
California 94402

Operations Manager of Aquatics Nina Pineda [Pinedan@smccd.edu](mailto:Pinedan@smccd.edu)

Main email [Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu)

## **SWIM SCHOOL LEVELS:**

The Bulldogs Swim School is a *year round* program split up into four levels, the intention is to have a swimmer without any swimming skill to start at Level 1 and by the end of Level 4 the swimmer will be proficient in all the basic strokes. After Level 4, they will be ready to join our development levels to further expand into a competitive level. This program is catered to children ages 3-12.

Fun Fact: all Bulldog Swim School Levels are named after our favorite breeds of Bulldogs!

### **ALANOS (Level 1):**

**Description:** In the Alano's Level, or Level 1, the students will learn to become comfortable in the water and the building blocks of their swimming careers. They will start with holding their breath and then move on to learn the prone float, along with the back float and roll over. In addition to these basics, water safety will be a major aspect of this level. We will teach the student how to safely enter and exit a pool, to swim always with a parent or guardian, only when you have the proper equipment like goggles and swim suit, and if there is an emergency to notify 911 or a lifeguard. Ages recommended 3 -5 years old.

**Prerequisites:** There are no swimming skills required to join Level 1. Your child MUST be at least 3 years old and potty trained to attend / participate at this level.

**Goals:** Students will enjoy classes as a fun, safe, trusting environment to explore and become comfortable in the water.

#### **Skills Required to Pass:**

- Prone Float or Glide for 10 seconds unassisted and with no wiggles
- Back Float and perform a Roll Over unassisted
- Unassisted Safety Swim
- Underwater swim of at least 4 feet with Assistance

### **CONTINENTALS (Level 2):**

**Description:** In the Continental's Level, or Level 2, kicking and arm strokes will be critical to the next stage of their swimming abilities. Kicking will start with demonstrations from our instructors and then progressing to kickboards, before independent streamline. Arm strokes will be the precursor to freestyle and start out as arm paddling and eventually working towards a full head down position with straight arms resembling freestyle. The student will then progress to combine both kicks and arm strokes together, ensuring correct timing and breath control. In addition to these two core skills, students will also learn more water safety such as the survival float used in open water as well as refining their diving skills. Ages recommended 4 - 6 years old.

#### **Prerequisites:**

- Prone Float or "Glide" for 10 seconds unassisted and with no wiggles
- Back Float and perform a Roll Over unassisted
- Safety Swim
- Underwater swim of at least 4 feet with Assistance

**Goals:** Students will refine their kicking, arm strokes, and the basics of side breathing. All skills will be independent movements without assistance, but each skill will be taught in slow progression through various stages.

**Skills required to Pass:**

- Straight leg kicking with pointed toes
- Be able to swim with 4 to 6 big, slow, straight arm strokes and with a strong kick
- Perform a Side Breath on both sides of the body
- Back Kicks with streamline
- Underwater swim of at least 7 feet

**MAMMUTS (Level 3):**

**Description:** In the Mammuts Level, or Level 3, the progression of freestyle and backstroke will be the focus of this level, with heavy emphasis on bilateral breathing. Students will be building off the foundation they have from Level 2 to focus on breathing and stronger arm strokes for bilateral freestyle. During backstroke they will focus on their arm movements ensuring that they are at the correct rhythm and spacing. They will also be learning elementary backstroke that will lay the foundation for breaststroke in Level 4.

In addition they will practice their water safety skills with treading water. For treading water they will be taught a variety of different methods and refine the method that best works for them. Ages recommended 5 - 7 years old.

**Prerequisites**

- Be able to swim with 4 to 6 big, slow, straight arm strokes and with a strong kick
- Perform a Side Breath on both sides of the body
- Back Kicks with streamline
- Underwater swim of at least 7 feet

**Goal:** Students in Level 3 will focus on refining their freestyle learning bilateral breathing as well as backstroke and elementary backstroke.

**Skills Needed to Pass:**

- Bilateral Freestyle with proficiency of at least 25 yards
- Backstroke and Elementary Backstroke proficiency of at least 25 yards
- Strong ability to tread water in the deep end
- Can retrieve object from 5-7 feet depth

**MASTIFFS (Level 4):**

**Description:** In the Mastiffs Level, or Level 4, the students will be mastering the strokes and continuing to improve their endurance and breath control. At this level we will be introducing the more complicated strokes of breaststroke and dolphin kick. These strokes may take some time for students to learn, but our instructors will progress them through several stages to ensure that each student is able to understand. In addition the students will learn secondary skills in the big pool in short intervals. Ages recommended 6 - 8 years old.

**Prerequisites:**

- Bilateral Freestyle with proficiency of at least 25 yards
- Backstroke and Elementary Backstroke proficiency of at least 25 yards
- Strong ability to tread water in the deep end

**Goals:** Advanced continuation of Bilateral freestyle and backstroke. Learning and mastering Breaststroke and Dolphin Kick.

**Skill Required to Pass:**

- Complete proficiency of bilateral freestyle and backstroke with endurance of at least 50 yards with strong water balance and solid body positioning
- Underwater streamlines with three dolphin kicks on front and back
- Backstroke stroke count from flags to wall
- Mastery of Breaststroke
- Mastery of Dolphin Kick

**BLUE 1 (Level 5)****Prerequisites:**

- Completion of Bulldogs Swim School Mastiffs (Level 4) OR
- Complete proficiency of bilateral freestyle 50 yards, including consistent straight-legged kicks and underwater streamline push-offs with three dolphin kicks from both walls and quick side breaths
- Complete proficiency of backstroke of 50 yards, including consistent straight-legged kicks and underwater streamline push-offs with three dolphin kicks from both walls and strong sense of direction
- Mastery of Breaststroke of 25 yards
- Mastery of Dolphin Kick of 25 yards

**Focal Points:**

**BLUE 1 WILL REQUIRE A TRY OUT! IF YOU THINK BLUE 1 IS THE LEVEL FOR YOU, PLEASE EMAIL US NOW TO SCHEDULE A TRY OUT! EMAIL [BULLDOGS.SS@SMCCD.EDU](mailto:BULLDOGS.SS@SMCCD.EDU), FROM THERE WE WILL CONDUCT A TRY OUT. SKIP THE REST OF THE PACKET :)**

## PRICING AND SCHEDULING:

**Pricing** The prices below reflect your monthly price based on the number of days chosen. Once dates are chosen, your schedule and prices will be locked until decided otherwise. You may NOT show up to any day/class you want. You may only show up to the classes that you have scheduled.

Class Frequency	Non-Member Price	Member Price	Student/Faculty
1 Day a Week	\$100	\$80	\$65
2 Days a Week	\$180	\$160	\$125
3 Days a Week	\$250	\$230	\$185
4 Days a Week	\$330	\$310	\$250

DEVELOPMENTAL PROGRAM	MEMBER PRICE	NON-MEM. PRICE
<b>BLUE 1   Practices offered Mon – Fri</b>		
2 days a week	\$100	\$120
3 days a week	\$120	\$140
4 days a week	\$140	\$160

**Scheduling** Parents will choose a set schedule based on the days and times provided below. Those will be your set and personal class times. You can choose up to 4 classes a week to attend. Classes are about 30 min long (we will get out around the 27min mark so teachers are able to update parents and get the children to the showers). Classes will be a max of 4 children in each class and it will be the same children each and every week unless a child cancels out and a new child replaces them.

Booking can either be done by emailing us at [Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu), or coming down to our Aquatics Desk on Mondays, Wednesdays, Fridays between 12:30p - 7:30p, or Saturdays between 9:00a - 4:30p.

Here are the days and times that we offer Bulldogs Swim School:

\*Keep in mind this is our general hours of operation with certain levels having varying time slots. Please reach out if you would like a more detailed schedule of your child's class level.

**DAYS:** Mondays, Wednesdays, Fridays, and Saturdays

**TIMES:** Mondays, Wednesdays, Fridays, (3pm-7:30pm) and Saturdays (9am-4:30pm)

## POLICIES & PROCEDURES

### COVID-19:

**Before coming to campus, ask whether your child has experienced any of the above in the past 14 days. If you answer Yes to any of the above, we ask that you do not attend practice, and follow up with your health care provider instead.**

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Tested Positive for COVID-19
- Had close contact with someone who Tested Positive for COVID-19

If you or your swimmer have tested positive for COVID-19 or have been exposed to someone with COVID-19 symptoms (either confirmed or suspected), and/or experience any of the COVID-19 symptoms listed above, THEN please notify the main email at [Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu).

**If a swimmer contracts COVID-19 we ask that they stay home and quarantine for 5 full days.**

**ATTIRE:** We advise that swimmers wear a form fitting swimsuit that is comfortable and suitable for swimming. Accessories such as goggles and swim caps are not required but can be used to aid in the swimming experience.

**LOCKER ROOM USE:** **Locker rooms are NOT available for swim class use. This includes parents who are non-members of CSM-AC and/or CAN-AC, but especially children. There will be no locker room access at all for our BSS children.** There are changing cabanas on the pool deck and changing stalls in the family changing room, which is accessible from the pool deck. Deck showers are available only for rinsing (no soaps/shampoo will be allowed. You will be asked to stop if brought out). **Please make arrangements to fully shower at home, as this option won't be available for Bulldogs Swim School participants.**

**AIR QUALITY:** If the AQI for San Mateo, California is 100 or higher, you have the discretion to not attend class. If the AQI is 150 or higher, the facility will close entirely and No refunds will be given. College of San Mateo management will follow local news and airnow.gov closely during an event and use discretion regarding classes on a day to day basis. You will receive an email or a direct communication from the Bulldogs email ([Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu)) If classes are canceled for a week or longer, refunds will be considered.

## MAKEUPS

Makeups for classes are not allowed at this time. Due to the fixed number of students in class, we cannot temporarily shift from one class to another.

## REFUNDS

Refunds for missed classes will not be allowed for any reason. Refunds for used/swim months will not be refunded for any reason. Any other reasons for refunds will be at the discretion of the AOM.

## PRORATING

We will prorate your first month's dues based on your monthly total of lessons.

- We consider each month to consist of 4 weeks, even if there is a 5th week.
  - 1 day a week, your minimum amount of lessons per month is 4,
  - 2 days a week, your minimum amount of lessons per month is 8.
  - 3 days a week, your minimum amount of lessons per month is 12.
  - 4 days a week, your minimum amount of lessons per month is 16.

If your lesson falls on a 5th week, it is an extra lesson and your rates do not change.

What does this mean for prorating? You are only eligible for prorating if at the time of your start date, you have less than your minimum amount of lessons per month.

We will also prorate for any holiday that the College of San Mateo's Athletic Center has a closure. We will **always** communicate what holiday will involve closure and prorating. You can also check for the building's hours here: <https://comfit.smccd.edu/contact-us/>

## FREEZES

We get it, life gets busy and you might need a break from your swim lessons. We offer freezes to your account in which you can freeze your billing cycle. Please keep in mind, there are limitations to our freezes:

- It must start the 1st and end the 30th/31st, we cannot start or end the freeze mid-month.
- It must be in increments of one month, we cannot freeze for any less than a month
- At maximum you can freeze for 3 months. If you plan to be gone longer and wish to **freeze indefinitely**, you would qualify for a **cancellation**.
- A one month freeze will hold your current class schedule. Any longer than a month, will result in forfeiting your current lesson schedule. The team will reach out to your two weeks prior to your return to coordinate rescheduling lessons.

In order to freeze your account, please email [bulldogs.ss@smccd.edu](mailto:bulldogs.ss@smccd.edu) by the **20th of the month** for the upcoming month (ex. Email by Dec 20 for Jan 1 freeze). You can always email us early to freeze if you know your schedule in advance. In order to freeze we will need:

- Written email request
- A set return date

**If your freeze request is submitted past the 20th, within the same month, you are eligible to receive a partial refund credit. No exceptions.**

**We will always send email confirmation of your freeze. If you have not received one, your account has not been frozen.**

**Your billing cycle will automatically resume on your set return date. If you wish to continue your leave, you are responsible to communicate a cancellation. We will not be refunding any forgotten cancellation requests.**

## **CANCELLATIONS**

We require a 3-month commitment from all swimmers. This commitment ensures financial responsibility for a minimum of three months of membership. Following this period, your membership will be effective on a monthly basis, with cancellation requiring written notice. In the event of early termination before the completion of the 3-month period, a \$50 charge will be applied to break the contract.

In order to cancel your account, please email [bulldogs.ss@smccd.edu](mailto:bulldogs.ss@smccd.edu) by the **20th of the month** for the upcoming month (ex. Email by Dec 20 for Jan 1 freeze). In order to cancel we will need:

- Written email request
- Effective Date

**If your cancellation request is submitted past the 20th, within the same month, you are eligible to receive a partial refund credit. No exceptions.**

**We will always send email confirmation of your cancellation. If you have not received one, your account has not been canceled.**

**CLASS CHANGE:** If you want to change your class day or time, no problem. The fastest way would be to see one of our Aquatics Front Desk attendants. In a hurry? Email us at [Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu) and we can process it there. We allow up to 4 changes a year, 1 per quarter. Any additional changes will be \$25. If you have more than 8 changes, it will be \$75 per change.

## **WAIT, I HAVE MORE QUESTIONS!**

**How many days a week should I pick?** We provide different options for how many days per week you wish to have your child swim. We provide 30 minute group classes on Mondays, Wednesdays, Fridays, and Saturdays (classes will end around the 27min mark so swimmers can get to the showers and teachers have time to update all parents). Select the number of days and which specific days you want during your registration process as well as your preferred times, please provide us with a 1st, 2nd, and 3rd choice.

**Does my child have to be potty trained to be in Alano (Level 1)?** YES! All children MUST be potty trained in all levels in order to be a part of Bulldogs Swim School



**How do I register?** The first step to our process for registrations is to schedule an assessment. We offer monthly, two assessment dates, on Saturdays. Please reach out to the Aquatics Front Desk team for scheduling details. Once the assessment for your child is completed, we will walk you through scheduling coordination and same-day registration.

If you are certain your child is in Level 1, you may forego the assessment. You will then reach out to us via email for Level 1 availability and we will take care of you from there.

**Where do I park?** For parking you will need to park at Lot B and take a short walk to the Athletic Center where you will be directed to our Aquatics Front Desk to check in. A campus map can be found at this [link](#).

**Where and how do I enter and check in?** You will enter the facility through the main entrance of 1700 W. Hillsdale Blvd. Building 5 ' Health and Wellness.' Go past the gym's front desk and hang a right and you will see another desk! That is the Bulldogs Aqua Front Desk. There, you will check in your swimmer by FIRST and LAST name. You line up against the opposite wall and await to be called by your swim teacher. What we will NOT do is enter through the large outside gates.

**Do you cancel practice if it rains?** Nope. Rain is wet and so are swim lessons :) We will cancel lessons if there is a lightning storm.

**What temperature is the pool? And is it an outdoor pool?** The pool is 88 - 89 degrees daily. And yes it is an outdoor pool.

**I have questions that were not on the packet, but they are important!** Keep asking us questions! Maybe your question will make the next update of the packet. We want to make sure that everyone is as informed as possible.

**READY TO SIGN UP? Fabulous, so are we! Please do the following**

1. Have your first, second and third choice class schedule ready
2. Fully complete the attached forms making sure to include all 3 choices that work for you.
3. Once fully complete send it over to [BULLDOGS.SS@SMCCD.EDU](mailto:BULLDOGS.SS@SMCCD.EDU). We will do our best to honor your first choice but it is not guaranteed.
4. You will receive a confirmation email confirming your swim lesson, without the confirmation email the lesson is **NOT** scheduled.



## BULLDOGS SWIM SCHOOL REGISTRATION FORM

Please complete form and submit to: [Bulldogs.ss@smccd.edu](mailto:Bulldogs.ss@smccd.edu)

Participant: \_\_\_\_\_ Parent: \_\_\_\_\_

Primary Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Gym Member # \_\_\_\_\_ Level & PRICE(both): \_\_\_\_\_

Address: \_\_\_\_\_

Physical disabilities, allergies, illness, medications, or injuries we should know about:

\_\_\_\_\_

Emergency

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

DAY: \_\_\_\_\_ TIME FRAME: \_\_\_\_\_

### REGISTRATION AND AGREEMENT

Circle and list above the group/rate that your swimmer is joining. If one of the swimmer's parents are members of College of San Mateo Athletic Center, please indicate that above and select the group rate under the Member Price column. If this is not indicated, we will default to the non-member rate.

Class Frequency	Non-Member Price	Member Price	Student/Faculty
1 Day a Week	\$100	\$80	\$65
2 Days a Week	\$180	\$160	\$125
3 Days a Week	\$250	\$230	\$185
4 Days a Week	\$330	\$310	\$250

DEVELOPMENTAL PROGRAM	MEMBER PRICE	NON-MEM. PRICE
<b>BLUE 1   Practices offered Mon – Fri</b>		
2 days a week	\$100	\$120
3 days a week	\$120	\$140
4 days a week	\$140	\$160



### **RELEASE AND WAIVER OF LIABILITY**

**Program:** College of San Mateo Athletic Center Bulldog Aquatics Program

**Printed Name of Participant:** \_\_\_\_\_ **D.O.B:** \_\_\_\_/\_\_\_\_/\_\_\_\_

I, \_\_\_\_\_, on behalf of myself and my child ("Participant"), have voluntarily requested to participate in the Program. I am aware that attending or participating in the Program involves risk of injury to person and property. I voluntarily accept and assume all risk from attending and participating in the Program. In consideration of being permitted to participate in these activities, I freely, voluntarily and without duress execute the following Release for and on behalf of myself, Participant and Participant's heirs, successors, beneficiaries and assigns:

1. **Waiver and Release.** Participant releases, forever discharges, indemnifies, and holds harmless San Mateo County Community College District ("District") and its colleges, trustees, officers, officials, agents and/or employees (collectively the "Released Parties") from any and all liability, claims, demands and causes of action of whatever kind or nature, either in law or in equity, arising out of or relating to Participant's activities in District's Program ("Activities"), including but not limited to any claim for any bodily injury, personal injury, illness, death or property damage that may arise out of, occur during or result from the Activities, regardless of whether caused in whole or in part by an act or omission of a Released Party. Participant also understands that, except as otherwise agreed to by a Released Party in writing, the Released Parties do not provide any financial assistance of any kind, including but not limited to medical, health or disability insurance coverage for any participant.
2. **Medical Treatment.** Participant releases, forever discharges, indemnifies, and holds harmless the Released Parties from any claim, demand or cause of action whatsoever arising out of or relating to any first aid or medical treatment rendered in connection with the Activities.
3. **Media Release.** Participant grants and conveys to District all right, title and interest in any and all photographic images and video or audio recordings made by or for District during Participant's participation in the Activities, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE RELEASED ANY AND ALL CLAIMS AGAINST THE RELEASED PARTIES RESULTING FROM PARTICIPATION IN THE PROGRAM BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Legal Guardian/Parent's Signature: \_\_\_\_\_

Name of Legal Guardian/Parent: \_\_\_\_\_

## AUTHORIZATION OF PAYMENT at COLLEGE OF SAN MATEO ATHLETIC CENTER

Swimmer Name: \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_, authorize College of San Mateo Athletic Center to charge \$\_\_\_\_\_ recurring monthly fee and/or any other swim school charges. I understand that if my swimmer joins the program after the first week of their first month, then their first month's dues will be prorated accordingly. **My swimmer's first day of swim school practice is \_\_\_\_/\_\_\_\_/\_\_\_\_\_.** This authorization for electronic transfer of funds from the account listed below will auto draft on the 1st of each month and will remain in effect until College of San Mateo Athletic Center has received a written notice from me for its freeze or termination.

I have the right to stop payment on an electronic funds transfer debit by notifying my bank. This, however, does not void my contract with College of San Mateo to fulfill my payment commitment and I am obligated to pay by some other method. The processing date for debit cards may vary due to banking procedures.

**Late or Returned Item Charges:** A late fee will be assessed for returned checks, insufficient funds, closed accounts, frozen or declined credit cards or similar circumstances which result in late or delayed payment to the College of San Mateo. Members are responsible for providing accurate and updated information.

\_\_\_\_ I understand that I am authorizing electronic transfer of funds from the account listed below that will begin on \_\_\_\_/\_\_\_\_/\_\_\_\_\_ (date), and will thereafter auto draft on the 1st of each month.

\_\_\_\_ I understand that I may cancel or freeze my electronic transfer of funds if I provide the College of San Mateo Athletic Center with written notice by the 20th of the month. A freeze puts a hold on monthly payments for a specified amount of time. A cancellation ends all future payments by terminating the contract. A freeze or cancellation of an account can be effective no sooner than the month following the written notice.

\_\_\_\_ I understand that my electronic transfer of funds from the account listed below will resume auto drafting on the 1st of the month following the end of my freeze period, unless I provide written notice otherwise.

\_\_\_\_ I understand that I am committing to a minimum three month membership, and agree to be responsible for three full months of payments. The three month period commences on the 1st of the months following the date the membership begins. I understand that at the end of the initial 3-month term, the membership will remain in effect on the month-to-month basis unless and until it is canceled and with written notice pursuant to the resignation policy. As such, any failure to use the membership indicated above and/or the facilities and programs associated therewith does not relieve the member of any payment obligations for dues or other charges owing as indicated above, regardless of circumstances. Dues may increase at any time, with one month's written notice to members.

<input type="checkbox"/> Visa	
<input type="checkbox"/> Mastercard	
<input type="checkbox"/> Discover	
Cardholder Name: _____	
Credit/ Debit Card#: _____	
Exp. Date:    /    /    _____	
Billing Address: _____	
Street: _____	
City: _____	State: _____
Zip: _____	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



NAME:

## GETTING TO KNOW YOUR SWIMMER!

1. What are the 3 most important things you want for your swimmer to experience at our swim school?
  - a.
  - b.
  - c.
2. What is your child's favorite thing (in general, what are they really into right now)?
  
3. What are some very important things we should know about your swimmer?
  
4. Has your child been in group swim lessons before? YES NO
5. If yes, what did you like best about your previous lessons?
  
6. What did you like the least?
  
7. What are you hoping to gain from our swim school?
  
8. What is the best way your child learns? Do they like challenges?