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## **Central York Aquatics Hours & Concessions Policy**

**Fall/Winter: 40 points MUST be accumulated from volunteering (20 points by January 1st)**

**Fall/Winter: 10 concession donations; 1 point for each donation (5 points by January 1st)**

**Fall/Winter: Total of 50 points (40 points from volunteering and 10 concession donations)**

**Fall/Winter High School: Total of 6 points from volunteering plus 5 concession donations**

**Spring/Summer: 16 points MUST be accumulated from volunteering (8 points by June 30th)**

**Spring/Summer: 4 concession donations; 1 point for each donation (2 points by June 30th)**

**Spring/Summer: Total of 20 points (16 points from volunteering and 4 concession donations)**

- Families with at least one parent/guardian who coaches for CYA or who actively serves as a Board Member, Concessions Manager, Ribbons Manager or Bookkeeper are exempt from fulfilling these minimum requirements since the service hours required by these positions are in addition to the hours required to run our meets.
- Families who do not meet the total requirement will be assessed a fee.
- Families must meet the total number of points by dates listed or their swimmer(s) may not be able to participate in any future meets at the discretion of the CYA Board.

### **Fulfillment**

Families are expected to be responsible for managing their service hours. Those responsibilities include:

- Signing up for service hour positions when they are posted on the team website.

- Showing up and completing the service hours they sign up for.
- Notifying the Volunteer Coordinator ASAP if there is a change of plans that prevent them from serving in the position(s) they signed up for.
- Routinely verifying that their team accounts have been updated to accurately reflect their service hours and notifying the Volunteer Coordinator of any discrepancies they find. Families may view their service hours on the team website.

CYA does not offer families a buyout from fulfilling service hours. The service needs for each meet cannot be fulfilled through payment – the team needs people to volunteer their time. Instead, the team has established the following penalties that will be assessed to families who do not meet the service hour minimums:

Spring/Summer Season \$100-\$300

Fall/Winter Season \$200-\$400

Penalty fees will be charged to member accounts prior to the conclusion of the applicable season. Payment of penalty fees will follow the same payment terms for membership dues included in the Team Handbook. Penalties must be paid in full before members can register with the team for the following season.

### **Modifications or Exemptions**

CYA recognizes that some families may have special circumstances that challenge their ability to meet the requirements of this policy. Those families should contact the Volunteer Coordinator or the CYA Board for approval to modify their minimum requirements or obtain an exemption to this policy. If you are active in the military, an exemption may be given by the CYA Board with proper documentation. All special circumstance requests must be received within 30 days from the start of the season.

### **Overview**

Nearly all meets that Central York Aquatics (CYA) swims in require participation from member families. The amount of participation needed from each family may vary depending on the size of the team, the number of meets, the types of meets, etc. The minimum requirements established herein may be evaluated and adjusted as the team needs change. Changes to the minimum requirements will take effect beginning at the start of the next member registration period.

### **Service Hour Requirements and Donations**

Swim meets run on hours of volunteer service. There are many positions that families can select from when signing up to serve. Every registered family must fulfill the minimum service hour requirements and are required to volunteer at least one (1) shift at every invitational, no matter if their swimmer is swimming or not. Most CYA-hosted meets include a concession stand that runs predominantly on family donations. The proceeds from concession stands are returned to the team and benefit all swimmers. Below are the volunteer positions and their point value.

<b>Job</b>	<b>Points</b>
Concession Set-Up	2
Concession Stand	2-4
DeckSeeder/On Deck Help	4
Timer	2-4
Timer Coordinator	3
Computer (Training Required)	4
Colorado (Training Required)	4
Meet Marshall	4
Operational Risk Director (Training Required)	4
Administrative Official	5
Announcer	4
Ribbons	2
Stroke and Turn Judge (Training Required)	4
Official (Training Required)	4
Finish Judge (Training Required)	4
Backup Timer	2-4
Meet Clean-Up	2
Security	2-4
Ticket Sales	2-4
Hospitality	3

Volunteer/Coach Check-In	3
Results Runner	3
Race Runner	2-4