

FALL SWIM LESSON HANDBOOK

MOUNT RAINIER POOL

Des Moines Pool Metropolitan Park District r.9.25.24



OVERVIEW

PHILOSOPHY

The Mount Rainier Pool strives to provide a fun and safe atmosphere for swim lessons for all ages and members of our community. We believe swimming is an essential life skill and a healthy recreational activity. We are committed to training our staff and community about the importance of water safety. To enhance the quality of our lessons, we follow the American Red Cross standards and work to ensure most instructors are certified. We are working to keep our classes affordable and have scholarship options of up to 90 percent off for residents of Des Moines and Normandy Park. Finally, we believe practicing with your children is paramount, so we have added free practice times. See below for more information.

REGISTRATION

Below are the steps for registering as either a current or new student. Current students must have participated in the last sessions offered and have two or less unexcused absences.

NEW STUDENTS			CURRENT STUDENTS
First-Time Swimmer	Transfer Student	Non-Current Students	
Swimmer that has not taken group swim lessons.	Swimmer that has transferred from another pool's swim lesson program.	Swimmer that has taken swim lessons at Mt Rainier Pool, but has not taken the last two sessions of classes.	Sign Up for Lessons <i>But always check your account 2-3 business days before for proper class and current student flags on CivicRec account.</i>
<ol style="list-style-type: none"> 1. Create an Account 2. No Swim Evaluation needed (only allowed to register for P&C 1, PSA 1, LTS 1 & Adult Beginner without swim evaluation) 3. Sign Up for Lessons 	<ol style="list-style-type: none"> 1. Create an Account 2. Take a Swim Evaluation 3. Sign Up for Lessons 	<ol style="list-style-type: none"> 1. New Swim Evaluation 2. Sign Up for Lessons 	

CHECK ON CURRENT STUDENT STATUS

To check if you are your child is a Current Student, please call us at [\(206\) 824-4722](tel:2068244722). Please ask us a minimum of 2-3 business days before registration.

REGISTRATION

Exact registration dates and times will be listed on the website and sent out on our email notification system. See the website's main page for exact registration dates and times. You have three options to register.

- **Phone:** To avoid confusion in assigning class placements, only one person will handle calls at the start of registration. This may result in longer wait times. Our call tree will queue users, and we will answer calls in the order received. Any messages left will be answered after we have responded to all current calls. *If we are overly busy, this may be the next day.*
- **In-person registration:** People can wait as early as 45 minutes before registration opens. Numbers will be issued, and staff will call out numbers as registrars are available. Anyone who comes in early to get a number and then leaves will lose their turn and must get a new number.
- ***Online registration:** Online registration is NOW available to ALL swim lessons students. If your child is any other level than a beginner, including transferring from other lessons, please make sure to have a swim lesson evaluation. See SWIM EVALUATION section below for more detailed information.

As classes have limited capacity, it is essential to register students into the correct classes. To register online, you must sign into your account through the CivicRec (registration) website using your email and password. You can only sign up the participant for the level they are eligible for. If there are any questions about what level they are eligible for, don't hesitate to get in touch with the front desk at [\(206\) 824-4722](tel:2068244722).

CLASS LEVEL OVERVIEWS

Below is a breakdown of class levels. For more detailed information, click [here](#). Please work with pool staff to ensure you are in the right lessons.

	Parent & Child (Ages 6 months to 3 years)	Pre- Levels (Ages 4-6 Years)	Learn-to-Swim Levels (Ages 7-14 Years)	Adult (Ages 15+ Years)
Class Levels	P & C 1, P & C 2	Pre-1, Pre-2, Pre-3	Level 1, Level 2, Level 3, Level 4, Level 5, Level 6	Adult Beginning, Adult Intermediate

CLASS PRICING

At this time, there are no grants for free swim lessons available, but there are scholarships available for residents of Des Moines and Normandy Park, if qualified for 90% of the class price. Below prices are for an 8 class-session.

	Parent & Child (Ages 6 months to 3 years)	Pre- Levels (Ages 4-6 Years)	Learn-to-Swim Levels (Ages 7-14 Years)	Adult (Ages 15+ Years)
Resident*	\$47.00	\$66.00	\$66.00	\$66.00
Non-Resident	\$60.00	\$80.00	\$80.00	\$80.00

There is no pro-rationing of class fees, even after the start of classes. Also, there is a \$10 processing fee for cancellations. See section below for more information.

**Residents of Des Moines and Normandy Park receive prioritization and a discount for swim lessons and other programming.*

FALL REGISTRATION PROCESS/DAYS

Registration priority will follow the 1,2,3 system to ensure residents are prioritized for registration. Please register promptly on the dates listed below as there is a strong demand for swim lessons in the area.

	Resident*	Non-Resident
Current Student	(1) ALL CURRENT STUDENTS' REGISTRATION Tuesday, September 10, starts at 4:30 p.m.	
New Student	(2) NEW STUDENT, RESIDENT Thursday, September 12, 5-7 p.m.	(3) NEW STUDENT, NON-RESIDENT Thursday, September 12, 7-8 p.m.

**Residents of Des Moines and Normandy Park receive new student registration priority.*

2024-2025 TENTATIVE SCHEDULE

Below is a breakdown of the tentative schedule for 2024-2025 between September 2024 and March 2025.

FALL 2024

Day	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6 p.m.	10/14-11/6 (8 classes)
Saturday	Morning	8:30-11:30 a.m.	9/21-11/9 (8 classes)

**Adult lessons are offered before and after youth group lessons. For Fall 2024, they will be offered on Mondays and Wednesdays, 7:15p.m-8p.m and Saturdays, 7:45-8:30 a.m. (see exact dates below).*

WINTER 2025 (TENTATIVE)

Day	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6 p.m.	2/5-3/5 (8 classes) No Class on 2/17
Saturday	Morning	8:30-11:30 a.m.	1/11-3/18 (8 classes) No Class on 2/15

OTHER FUTURE DATES AVAILABLE

See the end of this document (Attachment 1) to view other future options for the rest of the year including adult lessons.

CLASS OPENINGS UPDATES

Class opening updates are posted at the end of each registration session. Classes are offered starting at the top of the hour (:00) or mid-point of each hour (:30). The information will be posted on the website with a notification sent out as part of our email notification system.

PROCESS FOR FILLING CLASSES

Our goal is to offer the maximum number of swim lessons for the most students per session. We now adhere the following process for lessons.

1. **OPEN REGISTRATION:** Registration will be open for estimated classes depending on current students' progression to new classes, current instructors availability and other factors. We will allow anyone that is not able to get into classes to be placed on a waitlist. (See more information later in this packet about waitlists.)
2. **WAITLIST REGISTRATION:** People from waitlists will be contacted from these lists. In the event that additional spaces open up, waitlist students will be contacted by MRP staff.
3. **PRIVATE SWIM LESSON REGISTRATION:** Private swim lesson registration will occur if there is time available. Students with sensory impairments, fear of the water and other factors that may benefit the individual from participating in private lessons will receive priority. All other students will be helped in the order they register.

CLASS CAPACITY

Classes are capped at five participants for Pre and Learn to swim level classes, and ten participants for Parent and Child classes. Adult classes are also ten participants but will have two instructors. Overfilling of classes takes away from the experience for all participants. *(Note-this is the reason we have strict registration processes to ensure people are in the right class.)*

SWIM LESSON ASSISTANTS

The Mount Rainier Pool hires local youth ages 15 and older to lifeguard and teach swim lessons. Our goal is to ensure the highest quality of lessons, we utilize assistants to help monitor the classes and learn from more experienced instructors. This not only helps have more safety in the pool, but helps us ensure continued quality in our programs.

CLASS LENGTH

Classes are offered at lengths that maximize the attention span of each child. Below are the lengths of each class.

	25-Minutes	30-Minutes	45-Minutes	Hour
Class Levels	Parent & Child I, II Pre 1-3 LTS Levels 1-2	LTS* Levels 3-6	Adult Beginner, Adult Intermediate	N/A

*LTS is short for Learn-to-Swim.

SWIM EVALUATION

The most crucial part is ensuring participants are at the right level. This helps the individual and ensures other class participants get the most out of their lesson time. We suggest having a swim evaluation before registration deadlines. This gives your child the best chance to get into lessons. (Note – People applying for Parent and Child, Preschool 1, and Learn-to-Swim Level 1 do not need to take a swim evaluation. This is only for people requesting upper-level classes, including transfers and non-current students that have missed the last two sessions of swim lessons.

Swim evaluations are available at any family or open swim. They must be completed at least three business days before registration. Please notify the front desk when you show up to setup the swim evaluation.

CREATE AN ACCOUNT (CIVICREC)

Please help us by setting up an account on our registration software (CivicRec). Please click here to setup an account. This will help speed up the registration process and ensure your contact information is correct for communications including waitlist changes.

Setting Up A CivicRec Account:

1. [Click here](#) to setup a new account.
2. Click login/create account button in upper right corner and follow.
3. Please make sure that you list a good contact phone number and email to ensure we are able to contact you.
4. Once complete, you should receive a confirmation. Please use this email to double-check your account to make sure the contact information is correct.
5. If you have any questions or concerns, please contact us at [\(206\) 824-4722](tel:2068244722).

WAITLISTS

Waitlists are available when all spots in a class are full and other students are interested. Our staff will do what they can to try to create new classes, but these classes are dependent on space and instructor availability. If you are contacted, please follow the steps below. All steps are taken to ensure we maximize the number of people we can serve.

- If a spot becomes available, we will call participants in order they are on the list. Participants have six hours to claim their spot by returning a call to [\(206\) 824-4277](tel:2068244277). **(NO EMAILS WILL BE ACCEPTED!)**
- If a spot is **NOT** claimed within the time frame, we will move to the next person on the list. The participant will be removed from the waitlist.
- Participants that do not return calls twice for waitlists may be removed from all waitlists and skipped for future spots. *(Please make sure your contact number and email are accurate for communications by registering for your own account or obtaining login information to check it.)*
- **IMPORTANT – Individuals who are not moved into a class from the waitlist WILL BE CONSIDERED NEW STUDENTS AT NEXT REGISTRATION. MUST REGISTER AS NON-CURRENT STUDENTS.**

An email will be sent to waitlist participants after classes have started or all spots have been filled.

Please check your contact phone numbers on your account by [clicking here](#) or calling us at [\(206\) 824-4277](tel:2068244277).

MINIMUM PARTICIPATION

If a participant misses more than two classes in a session (and does not call to excuse their absences), they will be removed from the lesson session and will have to re-register as a NEW (NON-CURRENT) STUDENT.

Management has the right to remove participants from lessons that are not respecting the process and barring others from participating.

WHY? Our goal is to serve the maximum number of people from our community with swim lessons and water safety. **"No Shows"** take lifesaving opportunities away from other members of the community. If you need to communicate an absence, please call us at [\(206\) 824-4722](tel:2068244722) or email Emmitt.Sevores@DesMoinesPool.org.

SWIM LESSON LEVELS OVERVIEW

Want more information on the different swim levels we offer? [Click here](#) to view more information on swim lesson levels.

SWIM LESSON LEVEL SELECTION GUIDE

[Click here](#) to use this guide to better find the right swim lesson level for you or your child(ren).

SCHOLARSHIPS/GRANTS

SCHOLARSHIPS

We have updated our scholarship program, including a simplified process, resident focus, and 90% coverage for all programs! The scholarship program is for residents only (Des Moines and Normandy Park). [Click here](#) to view our scholarship page for more information.

Please check out our scholarship page. Allow at least 5 business days before registration deadlines to submit your application as it must be applied on your account before lessons. Scholarships are only applicable for the program that is approved by staff.

For more scholarship information, please contact Emmitt Sevores, Aquatics Coordinator, at [\(206\) 824-4722](tel:2068244722) or at Emmitt.Sevores@DesMoinesPool.org.

GRANTS

Grants are occasionally available for swim lessons and other programming. All openings will be announced through the email notification system. The Des Moines Pool Metropolitan Park District has given out over \$125,000 in free swim lessons over the last couple of years.

PRIVATE SWIM LESSONS

OVERVIEW

The Mount Rainier Pool can accommodate private swim lessons of up to three participants (see semi-private rates for groups of 2-3 people). This is a great opportunity for participants who excel in small groups or group lesson participants who need additional time to improve their skills. Swim instructors will set personalized instruction tailored to each swimmer's needs. All private swim programs are 30-minutes and must be pre-booked through the registration process below.

SCHEDULE

Private swim lessons will be offered after all group swim lesson opportunities are pursued. Currently, they will only be offered during group lesson swim times. All private swim lesson scheduling must be done through the front desk at the Mount Rainier Pool.

REGISTRATION

Registration will be online, in-person, and over the phone. An announcement will be made through our email notification system. Below are links to each registration method.

- Phone: [\(206\) 824-4722](tel:2068244722)

- Online: [Click here](#) to view our registration portal. (See below for more information.)
- In-Person: [Mount Rainier Pool, 22722 19 Avenue So, Des Moines, Washington](#)

RATES

Below are the rates for swim lesson registration. All payments are due at the time of registration.

SINGLE PARTICIPANT

	Single Session	Six-Visit Session
Resident*	\$30.00	\$168.00
Non-Resident	\$37.50	\$213.00

SEMI-PRIVATE (2-3)

	Single Session	Six-Visit Session
Resident*	\$40.00	\$222.00
Non-Resident	\$50.00	\$282.00

There is no pro-rationing of class fees, even after the start of classes. Also, there is a \$10 processing fee for cancellations. See section below for more information.

**Residents of Des Moines and Normandy Park receive prioritization and a discount for swim lessons and other programming.*

SCHOLARSHIPS

Scholarships are also available private swim for residents of Des Moines and Normandy Park at 90% of the class price.

OTHER

INSTRUCTOR/PARENT RELATIONSHIP

Please keep in mind the instructor is only with your child for a short amount of time. We need your assistance with their lesson performance. The same holds true for effective discipline. If there is a method that works effectively for you with your child, and the instructor is not having success, they would welcome your input. If so, please communicate at the front desk and do not disturb the class.

We also offer the participant free practice times. Swim lessons alone are not enough to master swimming. Practicing what is learned is also important, especially at higher levels that also require endurance to swim longer distances. See information below about practice times.

If you have questions or concerns, please leave your name and phone number at the front desk and our staff will contact you before the next set of lessons.

Management staff are available to assist you with your concerns and can serve as a liaison between you and instructors regarding communication. Please email us at Info@MtRainierPool.com or call and ask to speak with staff at [\(206\) 824-4722](tel:2068244722).

FREE PRACTICE TIMES

The district is dedicated to helping youth become better swimmers and more comfortable in the water. We realize that swim lessons alone are not enough, and that practice is vital to your child's success. The

practices times allow for a current youth swim participants and one parent* free entry during the following times. *Note-Practice Swim Times are not allowed between class breaks. Also, practice swim times are only available when lessons are in session.*

FREE SWIM PRACTICE TIMES

- Mondays, 7:00-8:00 p.m.
- Fridays, 5:00-6:00 p.m.
- Saturdays, 11:30 a.m.-1:00 p.m.

WHY IS IT IMPORTANT TO PRACTICE WITH YOUR CHILD

- **PLAY:** Playing in the water with your children will help them apply their skills in a fun manner.
- **COMFORT:** Swimming with your child will help them be more comfortable around the water.
- **BONDING:** For teaching younger children, helping support them and perform the skills is a great activity to do together.
- **SUCCESS:** Moving up levels in swim lessons takes learning and mastering swim skills.
- **SUPPORT:** Practicing with your child shows you are willing to help them succeed.
- **ENDURANCE:** As your child progresses toward higher levels, you must practice with your child to build up their endurance to swim longer distances. Children can have great technique but need physical endurance to swim in Levels 3 and above.

Note-Practice times are not offered between swim lesson sessions and are subject to change. Please check each quarters schedule for more information.

CLASS EVALUATIONS

We value your input, and we do listen. At the end of each session, evaluation forms will be handed out the final class of each session. We want to know about your and your swimmer's experience throughout the session. These evaluation forms are used to help us gauge the effectiveness of our program and make improvements to better serve you and the community.

CIVICREC “REGISTRATION” FLAGS

Current and new students approved for levels other than Parent and Child 1, Pre 1, Level 1 and Adult 1 will have flags (notes) on their account allowing them to register for higher levels. These require approval by a staff member through previously taking swim lessons or a swim evaluation. Please call the Mount Rainier Pool’s Front Desk at [\(206\) 824-4722](tel:2068244722) to [check the status of your swim lesson registration flags](#). We recommend that patrons call to check their accounts for flags 2-3 business days before registration.

POLICIES AND RULES

CLASS REFUND POLICY

People dropping out of swim lessons takes open spots away from others and effects the quality of lessons. For swim lessons, a \$10 service fee (plus pro-rated first class, if needed) will be added for refunds, and no refunds will be processed after the first class. Again, this is to improve the quality of programming and maximize attendance in classes.

- [Click here](#) to view the Admissions and Refund Policy.
- [Click here](#) to complete an online refund request.

FACILITY RULES

[Click here](#) to view our facility rules.

COMMUNICATIONS

EMAIL NOTIFICATION SYSTEM

We are working to grow the free swim lessons program and may have a periodical need to make adjustments. Please [click here](#) to sign up for our email notification list. We will email any updates. Also, please add Info@MtRainierPool.com to your email contacts to ensure you do not have this email blocked or going to a spam/junk folder.

PHYSICAL LOCATION

All lessons will be offered at the Mount Rainier Pool. [Click here](#) for directions.

Mount Rainier Pool
22722 19th Ave. S.
Des Moines, WA 98198

MT RAINIER POOL SWIM LESSON PAGE

The District will make updates for the next set of classes including details on exact class times, and any other new information. We will send updates by email notification and post on social media to remind the public of upcoming registration.

- Website Swim Lesson Page: <https://mtrainierpool.com/swimlessons/>
- Website News Link: [Click here](#) to view our website's news
- Facebook Page: [Click here](#) to view our Facebook page, which includes events
- Twitter Page: [Click here](#) to view our Twitter page

CONTACT HOURS

Front desk hours are below. Swim Lesson Coordinator may have differ.

- Monday-Friday, 9:30 a.m. – 1:00 p.m. & 4:00 – 7:00 p.m.
- Saturday, 9:00 a.m. – 1:30 p.m.
- Sunday, Closed

CONTACT INFORMATION

Below is the generic contact information for the pool.

Phone - [\(206\) 824-4722](tel:(206)824-4722) (See website for front desk hours)

Email – FrontDesk@MtRainierPool.com

Website – www.MtRainierPool.com

ATTACHMENT 1 – CLASS REGISTRATION DATES

Youth Lessons

FALL 2024	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6 p.m.	10/14-11/6 (8 classes)
Saturday	Morning	8:30–11:30 a.m.	9/21-11/9 (8 classes)
Registration		Date	Time
Current Student		Tuesday, September 10 th	4:30pm (Online)
New Student, Resident		Thursday, September 12 th	from 5-7pm (Online)
New Student, Non-Resident		Thursday, September 12 th	from 7-8pm (Online)
WINTER 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6 p.m.	2/5-3/5 (8 classes) No Class on 2/17
Saturday	Morning	8:30–11:30 a.m.	1/11-3/8 (8 classes) No Class on 2/15
Registration		Date	Time
Current Student		Tuesday, December 17 th	4:30pm (Online)
New Student, Resident		Thursday, December 19 th	from 5-7pm (Online)
New Student, Non-Resident		Thursday, December 19 th	from 7-8pm (Online)
EARLY SPRING 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6 p.m.	4/14-5/7 (8 classes)
Saturday	Morning	8:30–11:30 a.m.	3/22-5/10 (8 classes)
Registration		Date	Time
Current Student		Tuesday, March 11 th	4:30 p.m. (Online)
New Student, Resident		Thursday, March 13 th	from 5-7 p.m. (Online)
New Student, Non-Resident		Thursday, March 13 th	from 7-8 p.m. (Online)
LATE SPRING 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	4-6:30 p.m.	5/28-6/23
Tuesday and Thursday	Evening	4-6:30 p.m.	5/29-6/24
Saturday	Morning	7:45–8:30 a.m.	6/7-8/2 (8 classes) No class on July 5 th
Registration		Date	Time
Current Student		Tuesday, May 13 th	4:30 p.m. (Online)
New Student, Resident		Thursday, May 15 th	from 5-7 p.m. (Online)
New Student, Non-Resident		Thursday, May 15 th	from 7-8 p.m. (Online)
SUMMER 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Morning	8:30-11:30 a.m.	7/8-7/30
Tuesday and Thursday	Morning	8:30-11:30 a.m.	7/8-7/31
Monday and Wednesday	Evening	4-6:30 p.m.	7/7-7/30
Tuesday and Thursday	Evening	4-6:30 p.m.	7/8-7/31
Registration		Date	Time
Current Student		Tuesday, June 26 th	4:30 p.m. (Online)
New Student, Resident		Thursday, June 27 th	from 5-7 p.m. (Online)
New Student, Non-Resident		Thursday, June 27 th	from 7-8 p.m. (Online)

Adult Lessons

FALL 2024	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	7:15-8 p.m.	10/14-11/6 (8 classes)
Saturday	Morning	7:45-8:30 a.m.	9/21-11/9 (8 classes)
Registration	Date		Time
Current Student	Tuesday, September 10 th		4:30 p.m. (Online)
New Student, Resident	Thursday, September 12 th		from 5-7 p.m. (Online)
New Student, Non-Resident	Thursday, September 12 th		from 7-8 p.m. (Online)
WINTER 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	7:15-8 p.m.	2/5-3/5 (8 classes) No Class on 2/17
Saturday	Morning	7:45-8:30 a.m.	1/11-3/8 (8 classes) No Class on 2/15
Registration	Date		Time
Current Student	Tuesday, December 17 th		4:30 p.m. (Online)
New Student, Resident	Thursday, December 19 th		from 5-7 p.m. (Online)
New Student, Non-Resident	Thursday, December 19 th		from 7-8 p.m. (Online)
EARLY SPRING 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	7:15-8 p.m.	4/14-5/7 (8 classes)
Saturday	Morning	7:45-8:30 a.m.	3/22-5/10 (8 classes)
Registration	Date		Time
Current Student	Tuesday, March 11 th		4:30 p.m. (Online)
New Student, Resident	Thursday, March 13 th		from 5-7 p.m. (Online)
New Student, Non-Resident	Thursday, March 13 th		from 7-8 p.m. (Online)
LATE SPRING 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	7:15-8 p.m.	5/28-6/23
Tuesday and Thursday	Evening	7:15-8 p.m.	5/29-6/24
Saturday	Morning	7:45-8:30 a.m.	6/7-8/2 (8 classes) No class on July 5 th
Registration	Date		Time
Current Student	Tuesday, May 13 th		4:30 p.m. (Online)
New Student, Resident	Thursday, May 15 th		from 5-7 p.m. (Online)
New Student, Non-Resident	Thursday, May 15 th		from 7-8 p.m. (Online)
SUMMER 2025	Time of Day	Times	Class Dates
Monday and Wednesday	Evening	7:15-8 p.m.	7/7-7/30 (8 classes)
Tuesday and Thursday	Evening	7:15-8 p.m.	7/8-7/31 (8 classes)
Registration	Date		Time
Current Student	Tuesday, June 26 th		4:30 p.m. (Online)
New Student, Resident	Thursday, June 27 th		from 5-7 p.m. (Online)
New Student, Non-Resident	Thursday, June 27 th		from 7-8 p.m. (Online)

**Class dates and times are subject to change.*