

MEET DIRECTOR'S OFFICIALS' MEETING

1. WHEN & WHO

- A. Required attendance: Meet Director, Starter, Stroke Judges, Turn Judges, Place Judges

2. INTRODUCTIONS & BASICS

- A. Introduce Self
- B. Officials are expected to demonstrate high standards of etiquette/courtesy at all times.
- C. Reinforce:
 - *The use of personal mobile devices while actively officiating is not allowed.
 - *Control your emotions.
 - *Avoid cheering except for your own swimmer.
 - *Disregard team affiliations.

3. REVIEW POOL LAYOUT: Officials' locations; starting end; finish end

4. DECK PROTOCOL

- A. Calling A DQ
- B. Shift Changes (be prompt to relieve)

5. JURISDICTIONS & DUTIES

- A. Stroke Judge: Walk wall to wall: watch start to finish.
- B. Turn Judge: Start - From entry into water through completion of first arm stroke. Turn - last stroke and kick prior to touch and through first arm stroke after the turn. Finish - Ensure completion conforms to finish rules.
- C. Place Judges: finish end of pool.
- D. Where to stand & how to walk
- E. Judge all lanes in your jurisdiction EQUALLY and fairly, must judge an empty lane as well.

6. STARTERS: Discuss protocol, including:

- A. Starters will wait for the Meet Director to clear the swimmers from the water after a race and tell them when to begin the next race.
- B. The Starter will wait for all swimmers to be motionless before starting the race.
- C. The Starter will use a monotone, consistent cadence to say "Take Your Mark" once swimmers are motionless.
- D. In the event of a false start, the starter will activate the false start mechanism on the starting device to recall the swimmers. If in the judgement of the meet director, the recalled swimmers need a break before they re-swim, the next available heat will be swim ahead of the heat where the infraction occurred. Otherwise the heat where the infraction occurred will immediately recommence.
- E. The meet director must notify the swimmer(s) who committed the infraction and identify which lane(s) have received their 1st warning. The swimmer(s) will be disqualified if there is a second infraction.
- F. Only Starter may call false starts, or recall heats where a swimmer(s) were not set/ in any other unfair starting conditions. Remind Starters that they can use the "stand up" command when needed to steady swimmers or prevent a false start.

7. STROKE and TOUCH/TURN JUDGES: Review

A. Individual Events

1. The Backstroke

- a. The backstroke start shall be used.
- b. The body shall remain on the back to the degree the shoulders do not turn over beyond the vertical plane except while executing a turn.
- c. Any stroke is permitted.
- d. Any kick is permitted.
- e. Both of these turns will be allowed:
 - i. The open backstroke turn requires a hand or arm touch. Swimmers shoulders shall not turn over beyond the vertical plane before their hand or arm has touched the end of the wall, provided they return past the vertical to a position on the back before a foot or both feet have left the wall.
 - ii. The flip turn requires that some part of the swimmer's body contact the end wall. After the swimmer's head has passed the backstroke flag, but prior to the start of the turn, the swimmer's upper shoulder may (but is not required to) rotate past the vertical plane toward the breast before the touch is complete, provided such rotations is accompanied by an initiation of the turning action or continuation into the wall. After the initiation of the turning action, no additional arm pulls may be taken; however, kicking and gliding action are permitted.
 - iii. **Both turns** require that the initiation of the turning action shall be accomplished by a single-arm, or in the absence of such pull, by a downward underwater movement of the head. After the initiation of the turning action, no additional arm pulls maybe started; however, kicking and gliding actions are permitted.
- f. The finish requires completion of the required distance and contact with the finish end, by any part of the swimmer. The body shall be on the back for the finish.
- g. At the start of the race AND after the backstroke turn, a swimmer's head must break the surface of the water at or before 15 meters (16.4 yards).

2. The Breaststroke

- a. The forward start shall be used.
- b. The body shall remain on the breast with both shoulders in the horizontal plane, except when executing a turn.
- c. On the start and/or the turn, one simultaneous double arm pull beyond the hipline followed by one breaststroke kick may be made while the swimmer is underwater; A single butterfly kick is permitted at any point at the start or turn before the swimmer breaks the surface of the water.
- d. Some part of the head must break the water surface before the hands turn inward at the widest part of the second stroke after the start and after each turn. Thereafter, the hands shall not be brought back beyond the hipline; and some portion of the head must break the water surface sometime during each stroke cycle (one arm pull followed by one leg kick) except after the final arm pull to the turn or finish.

- e. There shall be no sculling with the hands at the end of the first arm stroke following the start or the turn.
- f. The stroke requires that the arms shall move simultaneously and in the same horizontal plane, without any alternating movement. Both hands shall be pushed forward from the breast simultaneously on, above, or under the surface of the water. Elbows must remain at or below the surface of the water (butterfly recovery is not permitted at any time).
- g. The kick requires that feet be drawn up with the knees bent. The feet must be turned outward during the propulsive part of the kick. All movement of the legs and feet shall be simultaneous and in the same horizontal plane. No scissor, flutter or downward butterfly kick (developed from a flexing and extending of the leg) is permitted.
- h. The turn requires a simultaneous touch with two hands, not necessarily on the same plane, after which any manner of turn is permitted. The shoulders shall be at or past the vertical toward the breast when the feet leave the wall. The shoulders and chest shall be parallel to the bottom of the pool/horizontal plane prior to the first arm pull.
- i. The finish requires completion of the required distance and contact with the finish end with both hands simultaneously on the wall, not necessarily on the same plane.
- i. At the start of the race and at the turn, the swimmer's head must break the surface of the water at or before 15 meters (16.4 yards).

3. The Butterfly

- a. The forward start shall be used.
- b. The body shall remain on the breast not beyond the vertical plane except while executing a turn. After the start and after the turn, the swimmer is allowed one or more leg kicks but only one arm pull under water. The arms must be recovered at the surface before the next arm pull.
- c. The stroke requires that both arms simultaneously pull under the water then simultaneously recover over the water. At any given time, both hands shall be at the same horizontal level.
- d. The kick requires that both legs and feet move up and down simultaneously in the vertical plane. Scissors, breaststroke and alternating up and down movements of the legs are not permitted.
- e. The turn requires a simultaneous touch with two hands, not necessarily on the same plane, after which any manner of turn is permitted. The shoulders shall be at or past the vertical toward the breast when the feet leave the wall. The shoulders and chest shall be parallel to the bottom of the pool/horizontal plane prior to the first arm pull.
- f. At the start of the race and at the turn, the swimmer's head must break the surface of the water at or before 15 meters (16.4 yards).
- g. The finish requires completion of the required distance and contact with the finish end, with both hands simultaneously, not necessarily on the same plane.

4. The Freestyle

- a. The forward start shall be used.
- b. Any body position, stroke and kick is permitted and any combination of styles may be used.

- c. The turn requires that some part of the swimmer's body contact the end of the wall.
- d. At the start of the race and at the turn, the swimmer's head must break the surface of the water at or before 15 meters (16.4 yards).
- e. The finish requires completion of the required distance and contact with the finish end, by any part of the swimmer.

5. Individual Medley

The individual medley begins with the forward start. Competitors shall swim the butterfly for the first quarter of the required distance of the complete race, the backstroke for the second quarter, the breaststroke for the third quarter and any stroke besides the butterfly, backstroke or breaststroke for the last quarter. Competitors shall adhere during each quarter of the race to the position, stroke, kick and turn rules governing the stroke being swum. In the backstroke, the swimmer must touch the wall on his or her back before turning.

B. RELAY EVENTS

1. Medley Relay

A team of four competitors swims the medley relay, each swimming one quarter of the required distance of the race. The first swimmer shall use the backstroke start to swim the backstroke; the second swimmer shall swim breaststroke; the third, butterfly; and the fourth shall swim any stroke except the backstroke, butterfly or breaststroke. Each swimmer shall adhere to the position, stroke, kick and turn rules governing the stroke being swum.

2. Freestyle Relay

The freestyle relay is swum by a team of four competitors, each swimming one quarter of the required distance of the race in any style, adhering to the turn and finish rules of the freestyle event. The first swimmer of the relay team shall use the forward start.

3. Relay Starts

- a. The first swimmer of a relay team, once called to the deck by the starter shall not change his/her swimming order in the relay event with any teammate.
- b. On the takeoff, the second, third and fourth swimmers on a relay team shall use the forward start, and may be in motion before the previous swimmer finishes. The swimmer shall remain in contact with the edge of the pool deck until the previous swimmer has finished. The body and feet of the swimmer may be in motion before the swimmer in the water finishes. No running starts are permitted; track starts are permitted.
- c. The first three members of the relay teams shall exit the water by the finish end of their lane promptly after finishing their quarter of the race, and shall not re-enter the water.

4. 6 & Under Freestyle Relay

Must have a 1 to 3 ratio or 2 to 2 ratio of different genders.

8. PLACE JUDGES

- A. The Home team is responsible for places 2, 4, 6.
- B. The Visiting team is responsible for places 1, 3, 5.
- C. Each Judge calls his/her own place ONLY (for example, 1st calls 1st, 2nd calls 2nd, etc).
- D. At no time is it acceptable for a judge to call any other place finish except for the one they are responsible for (for example, 1st place calls 1st, 2nd and 3rd or 2nd place calls 1st, 2nd, and 3rd).
- E. If there is a close finish, a judge may refer to the next place judge to discuss in order to help determine who came in what place (for example, a close finish for 2nd and 3rd place may be discussed by the 2nd and 3rd place judges only; 1st and 3rd place judges do not discuss the finish).
- F. If the place judges cannot come to an agreement, only then can other place judges and the Meet Director come in and make an opinion
- G. The Meet Director cannot say, "I saw it this way and this is how we are going to place the swimmers". A meet director may be asked to mediate a conflict and facilitate a *final decision by the places judges*. The meet director does not have the final word. Ties are an acceptable alternative and permitted by the league.
- H. Under no circumstance will a stopwatch time or digital recording be considered by the place judges.
- I. Timers **may not interfere** with this position or call out times to places judges.

BENEFIT OF THE DOUBT GOES TO THE SWIMMER IF YOU SEE IT, CALL IT. IF YOU AREN'T SURE, IT DIDN'T HAPPEN!