

The Greater Baton Rouge Swim League Competition Guidelines

Amended May 24, 2019

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Article I – Safety, Facility, and Equipment

SECTION ONE – SAFETY

1. It is the intent of the GBRSL to promote a safe environment for all league activities. At least one coach on staff at each member facility **MUST** hold a valid certification in CPR/AED/First Aid and present, on deck, for every practice and competition.
2. Swim meets must have a lifeguard on duty watching over the pool while swimmers are in the water.
3. The GBRSL accepts American Red Cross, YMCA, Ellis and Associates, and StarGuard certifications.
4. A copy of the coaches' certification card **MUST** be kept on file at the club and, if requested, presented in a timely manner to the requesting party.
5. Sanctions and penalties may be assessed for failure to produce a valid certificate.

SECTION TWO – POOL

1. Competition pools should be 25 yards or meters in length.
2. Lanes should have solid, dark lines down the center and should have end marks near the walls.
3. Water Depth:
 - a. To dive off starting blocks, the water must be at least 5 feet deep.
 - b. To dive off the wall, the water must be at least 4 feet deep.
 - c. In water less than 4 feet deep, all swimmers **MUST** start in the water.

SECTION THREE – EQUIPMENT FOR HOSTING MEETS

1. An air horn of USA Swimming approved device **MUST** be used to start any event. No whistles or Pop/Cap guns are allowed.
2. The Meet Manager Swim Program (or equivalent) with computer to enter results
3. At least two stopwatches per lane, preferably three, with a clipboard and pen/pencil
 - a. Host team should supply all stopwatches, but visiting teams may bring their own
 - b. Host team will make lane assignments for timers
4. Backstroke flags placed at the 5 yard/meter mark at both ends of the pool
5. Floating lane lines anchored to the pool wall
6. GBRSL DQ Slips printed from the GBRSL website
7. A copy of this document printed and accessible by anyone on deck

NOTE: Any team not having the appropriate equipment forfeits the right to host home swim meets.

Article II – Eligibility and Entries

SECTION ONE – SWIMMERS

1. Swimmer's ages will be calculated on June 1st
2. Age Group Divisions:
 - a. Individual: 6 & Under, 7-8, 9-10, 11-12, 13-14, and 15-18
 - b. Relay: 7-8, 9-10, 11-12, 13-14, and 15-18
 - c. Relay: 6 & Under **FREE ONLY**
3. Eligibility:
 - a. Swimmers are eligible to participate through age 19 **OR** the summer following their senior year of high school
 - b. A swimmer **MAY** be an employee of a club and not a member of the club.
 - c. Head Coaches **MAY** swim if eligible

SECTION TWO - ENTRIES

1. General:
 - a. A swimmer may swim up an age group but may not swim the same distance/stroke in more than one age group. If swimming up for individual events, the swimmer must swim all events up for that meet.
 - b. A swimmer CANNOT swim down in another age group, except for swimmers with disabilities. These individuals may swim down and be considered an exhibition entry.
2. Individual Events:
 - a. Each swimmer can enter and swim only 2 individual events, unless both coaches agree to edit this rule prior to submitting entries for the meet
3. Relay Events:
 - a. Each swimmer may swim 3 relays, provided they are also entered in individual events
 - b. Each relay team must have at least 2 swimmers of legitimate age
 - c. A swimmer may swim-up a maximum of 2 age groups in order to complete a relay team
 - d. Teams SHOULD submit relays with names of swimmers on the relay when submitting entries. Substitutions must be submitted to timers on relay cards specifying:
 - i. Swimmers names in swimming order
 - ii. Lane and Heat
 - iii. Relay Letter (A Relay, B Relay, etc.)
4. EXHIBITION: Exhibition swimmers must have entries submitted at the same time as team entries to the Host Meet Director. Entries entered after the start of the meet are allowed, but will be considered Exhibition entries and are subject to lane availability.

SECTION THREE – ENTRY SUBMISSION, HEAT SHEETS, AND EXCEPTIONS

1. Entries must be submitted in the appropriate Hy-Tek format to the host team at least 48 hours prior to the start of the meet.
2. The host will merge the entry files and send the merged meet and team entries no later than 24 hours prior to the start of the meet.
3. The host team may print and sell heat sheets, or the host team may elect to share the heat sheet with the visiting team so that parents can download/print heat sheets on their own.
4. The host team will provide copies of the heat sheet to meet volunteers – including, but not limited to, scorekeepers, referees, starters, and stroke judges.
5. The host team will print Lane Timer Sheets.
6. The host team should run an exceptions report prior to the start of each meet and ensure the rules above have been followed.
7. If, during a meet, a coach sees that a swimmer is entered in too many events, he/she is required to notify the Meet Director and withdraw the swimmer from an event without penalty.
8. After the conclusion of the meet, an exception report should be run. If a swimmer is shown to be entered in too many events, (actual swim and no shows), the scorer will disqualify the swimmer's last event(s).

Article III – Conduct

SECTION ONE – COACHES

1. Coaches shall conduct themselves in a professional manner
2. Coaches are expected to maintain order of the team's swimmers and spectators
3. Coaches are the ONLY person to make protests during the meet

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SECTION TWO – TEAMS

1. A team that withdraws from a regularly scheduled dual meet or from the Championship meet without at least 7 days notice may be subjected to a fine as defined by the Competition Committee.
2. If a dual meet – half of the assessed fine will be payable to the offended team and half will be paid to the League
3. If the Championship Meet – the entire fine will be paid to the GBRSL

Article IV – Meet Management

SECTION ONE – ORDER OF EVENTS

Event # - Girls	Age Group	Distance	Stroke	Event # - Boys
1	6 & Under	100	Freestyle Relay	2
3	7-8	100	Freestyle Relay	4
5	9-10	100	Freestyle Relay	6
7	11-12	200	Freestyle Relay	8
9	13-14	200	Freestyle Relay	10
11	15-18	200	Freestyle Relay	12
13	6 & Under	25	Freestyle	14
15	7-8	25	Freestyle	16
17	9-10	25	Freestyle	18
19	11-12	50	Freestyle	20
21	13-14	50	Freestyle	22
23	15-18	50	Freestyle	24
25	6 & Under	25	Backstroke	26
27	7-8	25	Backstroke	28
29	9-10	25	Backstroke	30
31	11-12	50	Backstroke	32
33	13-14	50	Backstroke	34
35	15-18	50	Backstroke	36
37	9-10	100	Individual Medley	38
39	11-12	100	Individual Medley	40
41	13-14	100	Individual Medley	42
43	15-18	100	Individual Medley	44
45	7-8	25	Breaststroke	46
47	9-10	25	Breaststroke	48
49	11-12	50	Breaststroke	50
51	13-14	50	Breaststroke	52
53	15-18	50	Breaststroke	54
55	7-8	25	Butterfly	56
57	9-10	25	Butterfly	58
59	11-12	50	Butterfly	60
61	13-14	50	Butterfly	62
63	15-18	50	Butterfly	64
65	7-8	100	Medley Relay	66
67	9-10	100	Medley Relay	68
69	11-12	200	Medley Relay	70
71	13-14	200	Medley Relay	72
73	15-18	200	Medley Relay	74

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SECTION TWO – MEET DAYS

1. The default meet day is Saturday for the league.
2. Saturday meets will start at either 8:00 a.m. or 9:00 a.m., depending upon the home team's discretion.
3. The Home Coach should communicate the start time in a timely manner to the opposing team(s).
4. If both coaches agree, meets can be moved to an alternative day and time.

SECTION THREE – WARM-UPS

1. Warm-ups are to begin no later than 1hr. 15 min. before the start of the meet.
2. For Dual Meets:
 - a. Each team will have 30 minutes for warm-up
 - b. The host team will warm-up the first session. The away team will warm-up the second session.
3. For Tri-Meets:
 - a. Each team will have 20 minutes for warm-up.
 - b. The host team will warm-up the first session. The host team will notify the away teams as to the order of their warm-up period.
4. All swimmers must clear the pool 15 minutes prior to the start of the meet.

SECTION FOUR – CLERK OF COURSE

1. Teams are responsible for getting their respective swimmers to their starting positions in a timely manner. If a team provides a Clerk of Course, the Clerk may do the following:
 - a. SCRATCHES: If a swimmer is not at their starting position at the appropriate time, the Clerk of Course may scratch him/her after a final call.
 - b. SEEDING: This will be done with the slowest swimmers in the first heat and the fastest in the last heat. Seeding numbers are assigned by Meet Manager Software.
 - c. RESEEDING: The Clerk may reassign swimmers at the time of the race to fill in for scratches and prevent one swimmer swimming alone.

SECTION FIVE – DISQUALIFICATIONS

1. Each swimmer is allowed two false starts, per event. He / she will be disqualified on the third. The starter must immediately declare the lane responsible for the false start.
2. DISQUALIFICATIONS:
 - a. If agreed to by both team's coaches in advance, stroke judges may issue DQs for swimmers in a dual meet. The stroke judges must use the GBRSL DQ slips that the host team provides. DQ slips will be returned to their respective head coaches after results are published.

SECTION SIX – TIMERS

1. The official time shall be recorded to the hundredth of a second.
2. Meet Manager, or an appropriate alternative, will determine the official time. If three times are entered, the computer should select the middle time. If two times are entered, the computer should average the two times.
3. It is OK to protect the head of a swimmer as they near the wall, but the timer stops the time at the touch of the swimmer to the wall.

SECTION SEVEN – SCORING, RESULTS, and RIBBONS

1. Teams must run the meet using Meet Manager, or an appropriate alternative like Meet Maestro.

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2. Scoring and points will be awarded according to the default point system in Meet Manager for the first 8 places.
 - a. For individual events - 9, 7, 6, 5, 4, 3, 2, 1
 - b. For relay events – 18, 14, 12, 10, 8, 6, 4, 2
3. Ribbons will be awarded for 1st-6th place for individual events and 1st-4th for relays.
4. Non-swimmers needing an assist to cross the pool should be marked as an exhibition and will not score points for the race. Coaches assisting swimmers should take no longer than 2 minutes to cross the pool.
5. Coaches are not limited to the number of relay teams they can enter in each event; however, each team will only be allowed to score two relay teams per event. All other relay teams that place will forfeit their points. These points will be rolled over to the next placing team.
6. Results:
 - a. Preliminary Meet Results MUST be sent from the host team to the visiting team no later than 24 hours following the conclusion of a meet. They can be e-mailed or sent as a hard copy.
 - b. After receiving the preliminary results, the visiting team has 24 hours to dispute any results of the meet. If agreement cannot be made, the dispute will be sent to the Competition Committee for arbitration.
 - c. Final Meet Results should be sent no later than 72 hours after the conclusion of the swim meet. If arbitration is necessary, the Competition Committee will set a deadline to send final meet results.
7. Ribbons and Awards:
 - a. Each team will be responsible for handing out ribbons to its swimmers.
 - b. Host teams will be responsible for emailing both teams' stickers and sending an email of meet files for the other team(s). Teams should follow the timeline discussed above.

SECTION EIGHT – INTERRUPTIONS

1. The Host Meet Director MAY call the meet prior to its start because of bad weather upon notification of the guest team's coach & director. Unless notified, all teams MUST show up for the meet even if it is raining.
2. The Host Meet Director MUST suspend a meet and clear the pool if lightning is seen. The meet may restart when lightning has not been seen for 30 minutes or longer as dictated by the facility's weather rules. Both teams WILL wait up to, but not less than, 1 HOUR to continue meet.
3. A meet that was called due to rain will be considered completed if the meet has finished Event #36.
4. If a meet has been postponed for any reason prior to event #36, the meet will be considered a rainout and all results will be scratched.
5. A new meet may be scheduled to make up the meet with the agreement of both teams on a new date, with the Host team having priority to set the date. If no agreement can be made, the League President will set the date.
6. The League President must be notified of the cancellation and rescheduling of meet.

SECTION NINE – OFFICIALS AND STAFFING

1. Each club participating in a meet is responsible for providing officials for that meet. The minimum staffing requirements are as follows:

Number Needed	Name	Who Provides
1	Starter	Host Team
1	Referee	Host Team
2 per lane at least	Timers	½ from each team
1	Backup Timer	Host Team
2	Score Keepers	1 from each club encouraged
2	Stroke Judges	Encouraged, not required

2. The Starter, Referee, and Backup Timer may be the same person.
3. Ideally, one person from each team will serve as score keeper, but teams may agree on other arrangements.
4. Brief Descriptions of Roles:
 - a. Starter – Announces E-H-L, calls swimmers to blocks, and starts the race
 - b. Referee – Settles disputes on deck between teams, ideally has USA Swimming experience
 - c. Timers – Keeps time for each swimmer and write stopwatch times on lane sheets
 - d. Backup Timer – Keeps an extra watch going in the event of a malfunction
 - e. Score Keeper – Runs computer during meet and enters times from lane sheets into the software
 - f. Stroke Judge – Watches swimmers in water and uses GBRSL DQ Slips to provide corrective feedback for violations. Ideally has USA Swimming experience

SECTION TEN – COMPLAINT PROCESS

1. Complaints must come from the member club's Parent Coordinator and/or Coach
2. Complaints must be emailed to the League President within 24 hours of the end of the meet or occurrence for the complaint
3. A copy of the complaint will be provided to the member club who is being questioned for rule violation
4. Decisions of Stroke Judges regarding disqualifications and placing in meets will be disregarded and the decision of the Meet Referee will be upheld
5. Complaints shall be reviewed by the Competition Committee of the GBRSL and recommendations of outcomes and sanctions will be presented to the President.
6. The League President shall make final approval/disapproval of the Competition Committee's recommendation
7. Decisions will be made in a timely manner

Article V – City Meet Guidelines

SECTION ONE – PREVIOUS RULES

1. All rules observed in dual/tri meets remain in force for the Championship Meet except as denoted in this Article.

SECTION TWO – ELIGIBILITY AND ENTRIES

1. Swimmers must have participated in at least 1 regular season swim meet to be eligible for City Meet.

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2. Entries:
 - a. Swimmers **MUST** be entered with times from the current or previous season for events. NT ENTRIES WILL NOT BE ACCEPTED.
 - b. Seed times MUST be submitted in yards
 - c. Individuals
 - i. Entries – teams are allowed to enter each athlete in up to 2 individual events
 - ii. Scoring - places 1-16 score, according to the default for Meet Manager, with an unlimited amount of individuals per team who can score (20, 17, 16, 15...2, 1)
 - d. Relays
 - i. Entries – teams are allowed to enter up to 2 relays per event, but the maximum number of relays an individual athlete can swim is 2. Teams may swim up athletes – following the same guidelines as they do in regular season meets.
 - ii. Scoring - places 1-8 score, according to the default for Meet Manager, with only 1 relay per team scoring. (40, 34, 32, 30, 28, 26, 24, 22)
3. Entries must be submitted according to the Host's guidelines, but no later than five days before the start of the meet

SECTION THREE – DIVISIONS

1. Divisions will be determined by the roster numbers from the last meet of the regular season.
2. If the GBRSL is composed of 16 or fewer teams, there will be 3 divisions in City Meet:
 - a. Division I (Large)
 - b. Division II (Medium)
 - c. Division III (Small)
3. If the GBRSL is composed of more than 16 teams, there will be 4 divisions in City Meet:
 - a. Division I (Extra Large)
 - b. Division II (Large)
 - c. Division III (Medium)
 - d. Division IV (Small)

SECTION FOUR – DISQUALIFICATIONS

1. Stroke Judges shall use the GBRSL DQ slips
2. Each session shall have 2 stroke judges
3. If the meet host cannot provide stroke judges, teams will be asked to supply parent/coach volunteers

SECTION FIVE – HOST FACILITY REQUIREMENTS

1. Must be at least a six lane pool that is 25 yards/meters in length
2. Must have starting blocks, lane lines, pool bottom markers, backstroke flags, and starter equipment
3. Diving should be permissible at both ends of the pool
4. Adequate deck space and restroom facilities for team and spectator viewing is a consideration
5. Exceptions may be granted by the Board of Directors

SECTION SIX – AWARDS

1. Individual and Relay Events:
 - a. Medals – 1st through 3rd place
 - b. Ribbons – 4th through 16th place
2. Team Awards:
 - a. Trophies for the 1st, 2nd, and 3rd place teams in each division

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3. Special Awards:
 - a. Al Robelot Team Quality Award: Team with highest number of points per swimmer in individual events only (number of points divided by number of swimmers entered in meet)

SECTION SEVEN – PENALTY FOR NO SHOWS

1. Member Clubs will notify league officials of any scratches for City Meet 24 hours prior to the start of the meet/session.
2. Any swimmer who fails to swim an event without prior notification by the swimmer's coach or designated representative will result in a \$5.00 fine to that swimmer's club for each occurrence.
3. Notification after 24 hours will be accepted for hardship cases (i.e. sickness, death, etc.), but Meet Administrators will ultimately make the determination as to the acceptability of the excuse