

CNSL *Columbia Neighborhood Swim League*
Official's Instructional Course

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Starter's Briefing

Expectations and Positioning

➤ Expectations

≡ Team

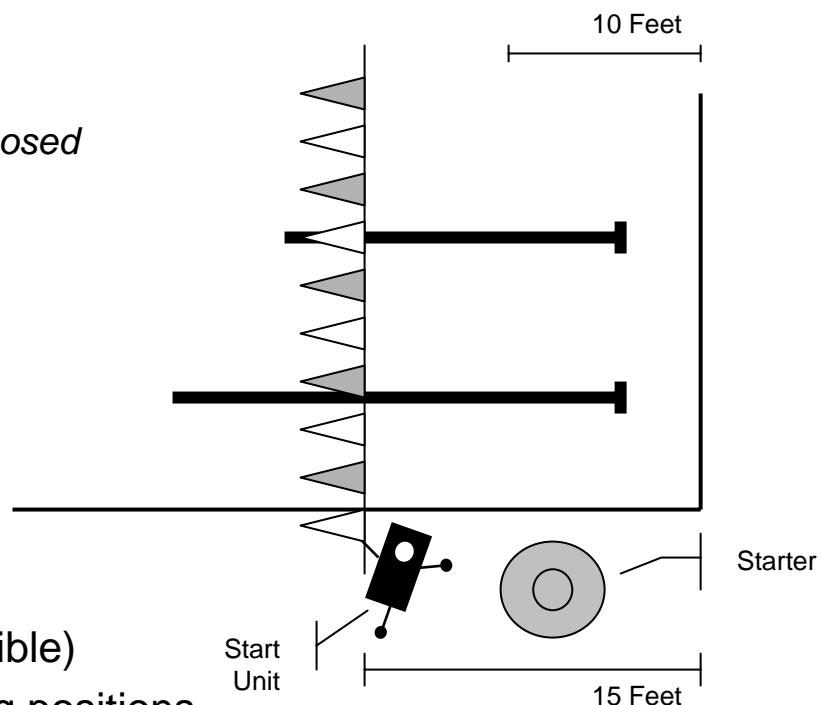
- ✧ *Each team should have a minimum of one qualified starter*
- ✧ *Visiting team typically supplies starter*

≡ Personal

- ✧ *Wearing appropriate attire / uniform*
- ✧ *Professional, attentive, knowledgeable, composed*
- ✧ *Patient, controlled, good vocal projection*
- ✧ *Crowd control*

➤ Positioning

- ≡ Side of pool
- ≡ Within 10 feet of starting end of pool (if possible)
- ≡ Assure starting signal is audible to all starting positions
- ≡ Assure starting signal is visible to all timing personnel (strobe)



Equipment & Responsibilities

➤ Equipment

- ≡ Public address equipment
 - ✧ *Wireless PA (or wired to starting unit)*
- ≡ Whistle
- ≡ Electronic Equipment (CTS – *Infinity*)

➤ Responsibilities

- ≡ Instruct timers prior to meet (guidelines attached)
- ≡ Announce upcoming events instructing swimmers to report to respective clerk of course
- ≡ Establish comfortable cadence for instructions and utilize repetitively
- ≡ Notify swimmers of event, stroke and distance
- ≡ Control pace of meet
- ≡ Assure swimmers have fair start / competition
- ≡ Ensure all individual event starts occur in the pool's deep end

Timers Briefing

- Welcome
 - ⌘ Introduce starter
 - ⌘ Thanks for volunteering
 - ⌘ Identify head timer
 - ⌘ Identify first time volunteers (be sure they understand entire briefing and duties)
- Pool Configuration
 - ⌘ Number of watches
 - ⌘ Lane numbering layout
 - ⌘ Start / finish ends
 - ⌘ Timer movement, if necessary between ends
 - ⌘ Equipment familiarity (watch buttons, hundredths vs. thousandths)
- Duties
 - ⌘ Start watch when seeing strobe, else sound
 - ⌘ Stop watch at finish when seeing any part of swimmer's body touch wall
 - ⌘ Missed start or failed watch, call for head timer
- Duties (cont'd)
 - ⌘ During race line up next one or more swimmers to prevent missing heat
 - ⌘ Verify swimmer's name (to card) when exiting pool if 25 yard race
 - ⌘ Write all watch times to hundredths on recording documents provided
- On Deck Positioning
 - ⌘ Two steps away from pool edge to see starter but not interfere with starter seeing all swimmers
 - ⌘ At edge of pool looking down wall for touch (see touch, don't anticipate)
 - ⌘ Work with S&T official so all have space at edge on touches
- Watch Test
 - ⌘ Perform watch test with sample starter commands (within .2 seconds)
 - ⌘ Answer questions (verify new volunteers understood briefing)

Rules / Protocol

- Announce event number, heat, age, distance and stroke
- Invite swimmers forward (or to step in)
- Blow whistle to close heat (silences audience)
- Re-announce distance and stroke
- Invite swimmers to “take your mark”
 - ⌘ At least one foot must move to edge of pool
- Pause to allow swimmers to take mark
 - ⌘ Swimmers must set and remain still
 - ⌘ Not in motion immediately prior to signal
- Give starting signal

Rules / Protocol (Cont'd)

Event / Protocol	Starter Instructions / Invitations / Actions
Scan pool to assure all competitors finished	< scan pool to assure all lanes empty >
Announce event number, age group, distance, stroke, and heat number	“Event 22, Girls/ladies, 11-12 year old, 50 yard freestyle.” < use full name of stroke, not IM or fly > < pause >
Invite heat to step forward or step in	“Heat X please step forward.” or “Heat X step in please.” < pause >
Blow whistle to close heat to additional competitors	< blow whistle > < pause to let crowd settle, get quiet for start, scan pool, raise microphone while returning attention to swimmers >
Re-announce distance and stroke	“50 yard freestyle.” < pause >
Invite swimmers to take mark	“Take your mark.” < pause >
Start signal	< start signal >
Recall protocols / requirements	< repeat firing of signal or whistle >

Rules / False Starts

- Leaving starting area prior to starting signal
- One per swimmer allowed
 - ⌘ Swimmer charged with two shall not swim event
- Can be assessed to entire heat to prevent intimidation
- Can be assessed to swimmer who fails to respond to starter's instructions
 - ⌘ Deliberate delay or disobedience of starter's instructions
 - ⌘ Other misconduct at the start
 - ⌘ DQ of swimmer who fails to appear in time for the initial start of his/her heat (not technically a false start – delay of meet)
- Discharge multiple electronic tones to notify swimmers of recall
- Swimmer who false starts after another swimmer and it is determined to be caused by the first swimmer may be relieved of the false start (impose on heat)
- Release swimmers who did not move/leave by using “Stand,” “Stand up,” or “Relax” as a calm instruction.

Rules / Situations

- Forward starts – Butterfly, Breaststroke, Freestyle, Freestyle Relay
 - ⌘ On deck – facing pool, one foot at edge of pool stationary after “take your mark”
 - ⌘ In water – facing forward, minimum of one hand in contact with the wall
 - ⌘ No towels on deck at start
- Backstroke starts – Backstroke, Medley Relay
 - ⌘ In pool facing starting wall
 - ⌘ No assistance, start blocks, ankle holds, etc.
 - ⌘ Toes anywhere on wall but not on skimmer rim or over lip of gutter at any time
- Recalled swimmers should swim immediately unless unfair advantage gained by doing so
 - ⌘ Fatigue when young swimmers go entire length
 - ⌘ Allow one or two heats between to reassemble and restart
- Instruct swimmers to “stand up” when
 - ⌘ They do not respond to instructions
 - ⌘ There is movement or not stationary after “take your mark” and immediately prior to starting signal
 - ⌘ Not in proper starting position
 - ⌘ Avoid overuse of this command during meet – be patient

Referee Guidelines

- Know the Rules – have at least one year experience as S&T and one year starter experience to understand the positions
- Referee has ability to make any call from anywhere that is personally observed
- Referee is the final arbiter or rules relating to the conduct of the meet
 - ⌘ Can overrule other officials on matters of rule interpretations
 - ⌘ Makes judgment decisions pertaining to actions personally observed
- Observe the competition from various perspectives
- Be available to coaches and team managers to answer questions or resolve issues
- Instruct officials – know who is doing what and delegate if necessary
- Instruct officials on athletes with disabilities rule modifications
- Enforce rules uniformly – no partisanship
- Ensure all starts occur in the deep end and that relay exchanges for the 100 yard events use the in-water start for swimmers 2 & 4
- Work with coaches and team managers on appropriate penalty for misconduct that occurs outside competition pool walls

Swimmers with Disabilities

- Responsibilities
 - ⌘ Coach/Athlete – Notify referee of person(s) and disabilities/limitations
 - ⌘ Referee – Determine rule modifications and instruct judges on application
 - ⌘ *Change in starting position*
 - ⌘ *Relocation of lane within heat*
 - ⌘ *Athlete assistance*
- Starting
 - ⌘ Visual Impairments
 - ⌘ *Audible starting system - no modifications required*
 - ⌘ *Athlete may need assistance moving around on deck*
 - ⌘ Hearing Impairments
 - ⌘ *Visual starting signal required (strobe, arm motions)*
 - Swimmers get ready – Twist hand at chin level
 - Call swimmers forward – Arm directly overhead
 - “Take Your Mark” – Move arm to side
 - Signal – Snap arm down to side
 - ⌘ *Move strobe light to maximize swimmers ability to see*
 - ⌘ Mental Impairments
 - ⌘ *Be patient. Swimmer will usually require additional time and may use assistant*
- Starting (con't)
 - ⌘ Physical Disabilities
 - ⌘ *May modify starting position on deck or in water*
 - ⌘ *May require assistance getting in or out of pool*
 - ⌘ *May require assistant during starts*
 - Stroke Judging
 - ⌘ Stroke / Kick
 - ⌘ *General Rule – If part of the body is missing or cannot be used, it is not judged*
 - ⌘ *If the body part is used, it should be judged*
 - ⌘ *Judgments made on actual rule, not swimmers technique (e.g., non-symmetrical movements can still be simultaneous)*
 - ⌘ *Officiate the swimmers ability*
 - ⌘ Turns / Finishes
 - ⌘ *Judged the same as strokes by body parts used*
 - Breaststroke and Butterfly – swimmer must reach forward as if attempting the simultaneous two hand touch
 - ⌘ Relays
 - ⌘ *Swimmers that cannot exit the pool quickly should remain in the water until all lanes finish and not interfere with the competition*

Order of Events

<i>Boys</i>	<i>Age Group</i>	<i>Event</i>	<i>Girls</i>
1	15 – 18	Mixed 200 yard Medley Relay	
2	9 – 10	Mixed 100 yard Medley Relay	
3	11 – 12	Mixed 200 yard Medley Relay	
4	13 - 14	Mixed 200 yard Medley Relay	
5	15 – 18	100 yard Individual Medley	6
7	9 – 10	100 yard Individual Medley	8
9	11 – 12	100 yard Individual Medley	10
11	13 – 14	100 yard Individual Medley	12
13	15 – 18	50 yard Freestyle	14
15	6 & U	25 yard Freestyle	16
17	7 – 8	25 yard Freestyle	18
19	9 – 10	25 yard Freestyle	20
21	11 – 12	50 yard Freestyle	22
23	13 – 14	50 yard Freestyle	24
25	15 – 18	50 yard Backstroke	26
27	6 & U	25 yard Backstroke	28
29	7 – 8	25 yard Backstroke	30
31	9 – 10	25 yard Backstroke	32
33	11 – 12	50 yard Backstroke	34
35	13 – 14	50 yard Backstroke	36

<i>Boys</i>	<i>Age Group</i>	<i>Event</i>	<i>Girls</i>
	Age > 130	Mixed 100 yard Masters Relay	
37	15 – 18	50 yard Breaststroke	38
39	8 & U	25 yard Breaststroke	40
41	9 – 10	25 yard Breaststroke	42
43	11 – 12	50 yard Breaststroke	44
45	13 – 14	50 yard Breaststroke	46
47	15 – 18	50 yard Butterfly	48
49	8 & U	25 yard Butterfly	50
51	9 – 10	25 yard Butterfly	52
53	11 – 12	25 yard Butterfly	54
55	13 – 14	50 yard Butterfly	56
57	15 – 18	Mixed 200 yard Freestyle Relay	58
58	6 & U	Mixed 100 yard Freestyle Relay	
59	7 – 8	100 yard Freestyle Relay	60
61	9 – 10	100 yard Freestyle Relay	62
63	11 – 12	200 yard Freestyle Relay	64
65	13 – 14	Mixed 200 yard Freestyle Relay	

Note: In all 100 yard relay events, swimmers 2 & 4 must perform in-water starts.

