Timing

For anyone filling a timing position:

About 15 minutes before the start of a meet there will be a timers meeting. All should attend (even if you are signed up for the second half). This will allow you to know who is taking over for who and to see who the backup timers are.

Timer

Sign up for the lane you want to be in. It is typical that the Home team is in lanes 1, 3 and 5 and away team is in lanes 2, 4 and 6. There are 3 timers in each lane, 2 from the home team and 1 from the away team.

For each race:

- Watch for the flash of light by the official and start your watch.

- Stop your watch when the child touches the wall with **any** part of their body (i.e. hand, arm, and unfortunately the head sometimes).

- Ensure you give your time to the head timer. Events can go quickly – if necessary, remember you time and give it to the head timer after the next race starts.

- Reset your watch for the next race.

Aid the head timer as needed to line up the swimmers.

If at any point you realize you missed starting the watch, it didn't start, or you did not reset the watch from the previous race – call for a backup timer.

Head Timer (Home meets only)

As the swimmers come up to your lane, they will hand you a card. Put the cards in order by the event and heat numbers and make sure the swimmers are on the block at the correct time.

In addition to timing each race (see above), you will write down your time and that of the other 2 timers.

Backup Timer

Start your watch at the beginning of each race by the flash of the light.

Listen and watch for other timers trying to get your attention.

I have had one of 2 different things happen next – depending on the official. Which you should do, will be discussed at the timers meeting before each meet:

- Swap your watch with the person needing the backup and they will finish the race with your watch.

- You take over for that timer and stop the watch when the swimmer touches the wall and give your time to the head timer.

Other Timing Notes

Our 8 and under swimmers swim 25 yard events (1 length of the pool). At several points during a meet all timers are asked to go to the opposite end of the pool from the starting blocks. Be sure your swimmers are in order and all timers take the proper lane (or backup) position at the other end.

The mid way point of our meets is the 34th event. When the older kids are swimming the 100 yard freestyle those signed up for the second half should make their way down to the pool deck door. When the event for the 8 and under 25 yard backstroke event begins and timers are heading to the other end is a good time to swap.

In each stroke/relay there are girls and boys events for each age group (8 and under; 9 and 10; 11 and 12; 13 and 14; 15 and over)

Scoring

Place Judges

Place Judges write down the order they see the swimmers finish. You have a card with positions 1-6 on it. You write the lane number of the first place finisher next to the 1, second place next to 2 and so forth.

Runners (Home meets only)

This job is perfect for those who do not like to sit still!

At the end of each race, the runner goes to the head timer of each lane and collects the event cards the times were written on.

Also, gathers the Place Judges' cards (2) from the Place Judges.

Bring all cards to the scorers' table.

Sorting Cards (Home meets only)

First scoring person will gather the cards from the runner.

Ensure all the cards for the event/heat are there.

On each event card there are 3 times. Circle the MIDDLE time – this will be the official time.

> NOTE: if there are only 2 times on a card, calculate the middle (average) time between these 2 times. This sometimes happen if someone was not able to get a backup in time.

Look at the place judge cards.

> If the place judges agree then put the cards in that order

> If they do NOT match then use the circled times on the card to determine the order for positions they disagree on and put the cards in place order.

If the swimmer was disqualified the officials will write DQ somewhere on the card. These are removed from their position and moved to the end.

Write the place number and circle the place number on the top of each card (w/o a DQ).

Hand the cards to the other Scorer.

NOTE: If the cards are not for heat 1 and the heat was for the other team you do not need to do the above to the cards. Just hand them to the other team's scorer. Circle times and order them for our team. Then place cards in the pile – they don't need to be written on the score sheet.

Scoring

Please show up early. Part of your job is to write in the swimmers names on the scoring sheet from the other team.

During the meet, when the cards are handed to you, write the time for each swimmer (or relay team) on the score sheet. Mark the position they came in.

Award the points and keep the running total. Points are awarded as follows:

For Relays: 1st place = 8 pts.; 2nd place = 4 pts.; 3rd = 2 pts

For individual events: 1st place = 5 pts.; 2nd place = 3 pts.; 3rd = 1 pts

The following are exceptions when awarding points:

A team cannot be awarded points for all 3 positions. If that happens, the other team is awarded the 3rd place points.

In order for a team to earn point they must have a qualified swim. For example if there were only 2 swimmers for an event or after disqualifications there were < 3 qualified swims then only those positions receive points.

Other jobs during home meets

Pool Door Guard

The Door Guard stands at the pool entrance to ensure only those volunteering, coaches, officials and swimmers are allowed on deck. This is to keep order and for insurance purposes.

Concessions

The swim club relies on our concession stand to help raise money for the team. Volunteers are needed to help set up, run and break down the concession stand.

Setup (Before the meet) – setup the tables and any plug in appliances (coffee, etc.) organize the food and drinks and team merchandise.

During the meet – sell, sell, sell. Food, drinks, team merchandise. Handle money.

Breakdown (at the end of the meet) – put away unsold items, unplug appliances, breakdown the tables and return the location to the pre-meet status.

NOTE: you will be able to see your child race.