



# Announcer Template Timed Finals Meet

## Warm-Ups

- 1) Sit & Slide entries only.
- 2) At end of warm-up: Announce when to clear the pool.

### If warm-ups are split:

- 1) Announce a 5 minute warning when Group 1's time is almost up.
- 2) Announce when Group 2's time begins.

### Other Announcements:

- **Coach's Meeting** – Location and Time from the Meet Referee
- **Timer's Meeting** – Location and Time from Head Timer OR Starter Official
- **Official's Briefing** – Location and Time from the Meet Referee

### Announcer should be given:

- 1) Current heat sheet printed just prior to the start of the session INCLUDING relay swimmer's names.  
(Can be printed single column with first name then last name to make it easier to read.)
- 2) List of team names  
**In Meet Manager:**  
Reports/Teams/Team Roster  
(Basic)

## 5 minutes before Meet Start Time

- 1) Host specific announcements

**Example: Welcome to GCA Polar Splash Hosted by Granite City Aquatics**

Site required announcements (Safety announcements)

Sponsors of meet

- 2) Announce and Play the National Anthem

**Example: Please rise and remove hats for the Playing (Singing) of our National anthem**

## During the Meet

### First heat of an event

<b>Referee:</b>	4-5 short whistle blasts
<b>Announcer:</b>	"Event (Number), (Gender), (Distance), (Stroke). Heat 1."
<b>Referee:</b>	1 long whistle blast. Additional long whistle blast if backstroke or medley relay.
<b>Starter:</b>	"Take Your Marks." Start signal
<b>Announcer:</b>	(When swimmer's heads up) Announce Swimmers name/team for each lane. ("Lane 1, Jane Doe from Alexandria Swim Club; Lane 2, Allie Olson from North Suburban Swim Club, etc.")

### For the subsequent heats of the same event

<b>Referee:</b>	4-5 short whistle blasts
<b>Announcer:</b>	"Heat 2"
<b>Referee:</b>	1 long whistle blast. Additional long whistle blast if backstroke or medley relay.
<b>Starter:</b>	"Take Your Marks." Start signal
<b>Announcer:</b>	(When swimmer's heads up) Announce Swimmers name/team for each lane. ("Lane 1, Jill Robins from Granite City Aquatics; Lane 2, Kate Smith from St Cloud YMCA, etc.")
<i>Repeat this pattern until all heats of an event have been swum.</i>	

*After all heats of an event have been swum, recycle back to the first heat of the next event.*

### Notes:

- The announcement of an event #, gender, distance, and stroke should immediately follow the 4-5 whistle blasts.
- Use the singular for distance (yard, not yards; meter, not meters)
- Use the complete event name, not an abbreviation (Individual Medley, not IM; Freestyle, not Free; Breaststroke, not Breast; Backstroke, not Back; Butterfly, not Fly)

### Distance Events:

- 1) If the timeline dictates a break prior to the distance races (500 Free, 1000 Free, 1650 Free), announce the break and that the pool is open for warm-ups. Sit and slip in entries only. (Prior to the announcement, verify with the Meet Referee if the pool is open to all swimmers or just to distance swimmers.)
- 2) Announce when to clear the pool.
- 3) Ask Meet Referee for clarification on how s/he wants alternating distance events announced.