



***OKLAHOMA
SWIMMING***

Oklahoma Swimming

Stroke & Turn Judge

Officials Clinic Packet

Introduction

Welcome to the work of swim officiating! This packet contains all the information you need to become an entry-level swim official and maintain your certification(s). If you have any questions, your clinic facilitator or the Oklahoma Swimming Officials Chair will be happy to help you.

Why be an official?

There are lots of reasons to become an official...

We need you!! Maybe it looks to you like we have plenty of folks on deck...but the fact is that at most meets we have far less than the number of folks we need to effectively officiate.

Contribute meaningfully to the sport. Sitting in the stands is better than not showing up for your children, but becoming an official demonstrates to them the kind of parent you are—caring and active.

Great view! You are right there at the point of the action.

Hospitality! At most meets you are fed and watered to your heart's content.

Camaraderie! Meet and make friends with lots of other folks from all over the state and enjoy the energy and spirit of the officials group.

We are NOT Little League...in swimming, unlike many sports, we pay for professional coaching and rely on volunteer officials.

What do “stroke and turn” officials do?

The officials help the coaches and swimmers by maintaining a fair, competitive environment. Stroke and Turn Judges (S/T) will observe the swimmers after the start and report any violations of the stroke and turn rules to the referee. Officials should never incorrectly report a violation of rules, as it is expected that all reports are based on 100% certainty that what is reported as a disqualification is a violation of the rules. The swimmers **ALWAYS** get the benefit of the doubt!

Officials—levels

Swimming officials are divided into several levels and once you become a S/T judge, you can choose to progress to additional levels if you wish. There is NO level more important than the S/T level, but you learn additional skills at each level. The additional levels are:

- 1) Chief Judge
- 2) Starter
- 3) Deck Referee
- 4) Administrative Official and Administrative Referee
- 5) Meet Referee

You can also become a Nationally Certified Official and even work to qualify to officiate at National Championship or Olympic meets!

Steps to become a certified official:

1. Attend an educational CLINIC conducted by a Certified Oklahoma Swimming Referee.
2. Fill out the USA Swimming Non-Athlete Registration and send it with a check to Oklahoma Swimming.*
3. Submit a request for a level II background check (required for registration) by going to: www.usaswimming.org/backgroundcheck *
4. Complete the online Athlete Protection Training (APT) on the USA Swimming website located in the Safe Sport section of site.
5. Take and pass the Stroke & Turn online test on the USA Swimming website.
6. Begin apprenticing (shadow sessions) at meets--you must complete 8 shadow sessions to satisfy this requirement.*
7. Following the conclusion of your 8th shadow session, the meet referee will go over the Certification Review Outline (found at the end of this packet) with you and, if in their opinion, you are ready to be certified, he/she will sign with their recommendation.
8. After completing the requirements above, send the form to the Oklahoma Swimming Officials Chair for final approval and issuance of your certification card. You can e-mail a copy of the completed Stroke/Turn Judge application to the Oklahoma Swimming Officials Chair.

***Current registration, background check, and Athlete Protection Training (APT) are not required to begin apprenticing as an official at swim meets; however, you must register with USA Swimming, pass the level II background check, and pass the APT course within 60 days of the date you first step onto a pool deck as a trainee.**

Maintaining your certification:

Once you are certified you must satisfy all USA-S annual and biannual registration requirements as they come due to maintain certification (registration renewal, background check, and APT). You must also attend 1 educational clinic/seminar/workshop, etc., once every two years. The clinic may cover any aspect of officiating an USA-S sponsored event. You must also take the online re-certification test offered by USA-S for your highest level of certification once every two years.

Online Information:

The USA Swimming website has a great section just for officials. The address (URL) for the site is: www.usaswimming.org

USA Swimming Non-Athlete Registration Membership Application

Go to the Oklahoma Swimming website (www.oks.org) for a copy of the current **USA Swimming Non-Athlete Registration Membership Application**. All certified officials and trainees who have been apprenticing for more than 60 days are required to be Non-Athlete members of USA Swimming. You can find the application at either the "Documents" tab or the "News" tab on the Home Page. Send this application and a check payable to your local swim club to the Oklahoma Swimming Membership Chair (address is on the bottom of the form) right after attending this clinic. This registers you with USA Swimming and is **preferred** before apprenticing. You may also give your application and a check to your club Membership Chair or Club Officials Coordinator.

Registration affords you insurance on the deck in your capacity as an official or apprentice, or when volunteering for other meet duties for your club, as well as a USA Swimming Rulebook, a membership card, and an Oklahoma Swimming certification card showing you have met the requirements to be an apprentice official.

A requirement for registration membership with USA Swimming is submitting a request for a level II background check. Every certified official must pass a **Level II** background to maintain their status as a certified official.

APPRENTICE PROCEDURE

1. On the day of the meet, report to the Meet Referee at least 1 hour prior to the start of the session.
 - a. Present the Stroke/Turn Judge application (see back of packet for copy of application) and your USA Swimming Registration Card (if you have one).
 - b. You will be assigned to a mentor official for that session.
 - c. Have the deck or meet referee and your mentor official initial your form upon completion of the session.
2. While performing their duties, your mentor official will:
 - a. Review position and jurisdiction area on deck for that meet
 - b. Review and explain the rules that apply for the various events.
 - c. Explain any disqualifications he/she observes and calls.
 - d. Allow you to call to his/her attention any alleged infractions you observe.
 - e. Review and discuss with you the proper procedure for reporting DQ's.

NOTE: An apprentice official does not have authority to make a DQ call or indicate an infraction by raising their hand.

OKLAHOMA SWIMMING STROKE/TURN JUDGE GUIDELINES

General

Well-run meets and good competitive results are directly related to good officiating. Thorough knowledge of the rules, coupled with fair and consistent application of them, make a good official. To confidently work on deck, a Stroke and Turn official must study the rules, attend training sessions and work regularly at meets.

Officials should always keep in mind that the swimmers have worked hard to achieve their success. Officials must apply the rules intelligently at all times, using common sense and good judgment. The rules of swimming are intended to provide fair and equitable conditions of competition. Officials must work hard to fully understand the rules and their responsibilities in applying them.

One dominant principle must prevail:

"The Officials role is to ensure fairness to all competitors, giving the benefit of the doubt, in every instance, to the swimmer."

The rules of swimming define the acceptable form for each stroke. Variations of form are possible and may still comply with the letter of the rules. "Ugly isn't necessarily illegal."

We're "certified" to make calls when appropriate - it's a responsibility - we need to be professional and confident in what we see and how we interpret the rule(s) without having the flexibility to alter how we enforce the rules - Example: referees cannot alter the rules and tell stroke judges not to disqualify certain age groups - we are obligated to uphold rules fairly for all.

Basic Concepts

- a) **Take officiating seriously and work hard at it.** Competitors have a right to expect officials to know the rules and interpret them correctly, fairly and courteously.
 - 1. Study USA Swimming's official rulebook.
 - 2. Uniformly interpret and apply rules regardless of the level or age of athletes.
 - 3. Call violations as seen, don't guess or anticipate.
 - 4. Be fair and consistent; always give the swimmer the benefit of the doubt.

- a) **Work regularly at the job.**
 - 1. Officials need practice, just as competitors do.
 - 2. Working regularly builds confidence.
 - 3. Attend training sessions regularly to keep up with rule changes and new interpretations.

b) Be professional in manner.

1. Fairness to all competitors must dictate actions.
2. Make decisions quickly and decisively.
3. Control your emotions.
4. Don't fraternize with swimmers, coaches or spectators while on duty during competition.
5. Admit a mistake if wrong.

Officials Attire:

The proper uniform identifies you as an official and projects a professional image on the deck. The approved uniform for OKS Officials is navy blue shorts, slacks or skirts (no blue jeans) with plain white polo-type shirts (no muscle shirts) and white shoes. The USA Swimming membership card should also be worn.

Assignment of Duties:

1. Arrive at the meet and report to the Meet Referee at least in time for the officials briefing. Look for others dressed in blue and white...hospitality is a good place to start.
2. There will be a designated meeting time and place for officials before the meet starts, at which you will be given your assignment for that session.
3. You will also be given any special instructions or information the referee may have for that particular meet such as jurisdiction, DQ slip procedures, relief officials or event breaks.
4. Depending on the pool plan or type of meet, you may be assigned as a stroke & turn judge or as a stroke judge (side of pool) or turn judge (ends of pool).
5. Turn judges are positioned on the ends of the pool to allow them to see the pool wall and touch pads. They should be positioned so as to observe all lanes in their jurisdiction as assigned by the meet referee equally, in fairness to all swimmers. Ensure that, when turning or finishing, the swimmer complies with the turn and finish rules applicable to the stroke used.
6. As a stroke judge, you walk the side assigned to you, observing the jurisdiction assigned by the meet referee and pacing yourself to be just behind the last swimmer. Ensure that the rules relating to the stroke designated for the event are being observed.
7. If assigned to be a relay take-off judge, be sure you are familiar with the rules for dual confirmation of an early take-off, as well as the procedure to be followed. Ensure that a relay swimmer does not leave the starting platform before the preceding swimmer has touched the end of the pool.

Disqualification Guidelines

1. Can be made only by the official within whose jurisdiction the infraction has been committed and must be based on personal observation.
2. Give the swimmer the benefit of the doubt.
3. Any swimmer who acts in an unsafe or unsportsmanlike manner observed by an official may be considered for disciplinary action at the referee's discretion.
4. Swimming across lanes does not disqualify a swimmer unless interference occurs. However, the stroke and turn judge should report any observed interference to the chief judge or referee. The swimmer must start and finish in the same lane.

5. Standing on the pool 's bottom during a freestyle race shall not disqualify a swimmer unless he walks or springs from the bottom. (NOTE: standing on the bottom after the start and before the finish of any other stroke shall constitute a disqualification.)
6. Exiting the pool before the race is complete is a disqualification and must be indicated with the raising of one arm just as if it were any other disqualification.

Disqualification Procedures:

1. Upon observing an infraction of the rules, immediately raise a hand until recognized by the chief judge, once your disqualification is acknowledged, lower your arm. If there is no chief judge present and you are using a radio, lower your arm after a couple of seconds and call in the infraction to the deck referee.
2. Next, take mental note of the heat and lane in which the disqualification occurred. If you have a heat sheet it may be wise to make a note on your sheet of the infraction.
3. Then, report the infraction as instructed in the officials briefing.
4. Continue to observe your lanes. Complete the DQ slip when all your swimmers are out of your jurisdiction, or at the end of the heat, or after you have been relieved by another official who takes over observation of your jurisdiction, while you complete the DQ slip. Please note, that when there is a chief judge assigned to your area, the chief judge will write down the disqualification on the DQ slip.
5. Be certain that the proper heat, lane and swimmer are marked on the DQ slip and the slip is marked correctly to reflect the infraction you called in.
6. Be alert to any changes of swimmers announced.
7. Once again, follow the DQ handling procedure requested by the referee in the officials' briefing.
8. The finish-end judges may have the added responsibility of informing a swimmer of a confirmed DQ. After notification or failure to notify, please inform the referee. To inform swimmers of a DQ all that is necessary is to make them aware of the infraction as called in and tell them to talk to their coach. Do not coach a swimmer after a DQ, as to how it should have been done. Do not use your hands, arms, legs, or torso to communicate a DQ to a swimmer—simply communicate with words only. Do inform swimmers of a DQ with sensitivity towards their feelings and age. Be prepared to accurately answer the 3 Questions from the chief judge or the referee, if asked, with the language of the rulebook - "Where did the infraction occur? (Jurisdiction)," "What did you see? (Description)" and "What rule was broken? (Infraction)." Do not take it personally if your DQ call is overturned - you did your job and the referee must do his/her job too.
9. Never suggest to a swimmer or coach that a swimmer "came close" to being disqualified; "close" is not illegal!

A PHILOSOPHY OF OFFICIATING

It is not difficult to acquire the technical knowledge required to judge the strokes and turns, or finishes. A judge will gain that knowledge and become proficient with practice. The challenge however, is to apply that knowledge professionally. This includes not falling into any of the "mental traps" that can ensnare us, such as:

1. Advantage vs. Disadvantage

A violation of the rules should be noted and the competitor disqualified whether an advantage is gained or not. Our role is to note violations of the swimming rules, not to determine the effect of violations.

2. The "Twice Theory"

Some judges feel they should wait until an infraction happens more than once before they call it. They rationalize this position in all sorts of ways. However, there is no basis for waiting to see an infraction happen twice. The official must simply be certain of what he saw and make the call as soon as it is observed. If there is any doubt about the violation, then don't make the call! Continue to give all the competitors uniform coverage in observing their performance.

3. "We don't disqualify 8 & Unders or 10 & Unders"

People who take this position often rationalize it by saying they don't want to cause "mental trauma" to a youngster. They usually go on to say they have no problems "with older swimmers." While this may sound good, it is in error. First, it views the judge's role as punitive. That's completely wrong. Rather, a disqualification should be viewed as:

a) protecting the other athletes in the competition

b) educating the athlete who commits the infraction so he/she won't do it again.

Secondly, it assumes that everyone in the identified age group is a beginner while those in the older age groups are experienced and, therefore, should be held to a stricter standard. Yet, this is also often erroneous. In any event, experience is irrelevant. Finally, the idea that disqualifying an 8 & Under will traumatize the child's psyche is ludicrous. It clearly ignores the fact that youngsters are constantly being corrected during their early, formative years; that's how they learn.

4. Don't Infer (Extrapolate)

Succinctly put, this simply means: you can only call what you see, NOT what you think you might have seen in a brief glance. You must actually see the swimmer miss the wall with his right hand on the turn, not assume he missed it because, by the time you looked, he was touching the wall with his left hand and was already turning. You must actually see the breaststroker take the second arm pull and be past the widest part of that second stroke before his head surfaces, not assume that it took two pulls to get that far out in the pool when you saw his head surface. Another way of putting this: don't look for reasons to disqualify. If you see the infraction and it is clear, report it, but if you are uncertain, remember that the benefit of any doubt must go to the athlete.

Conduct:

1. Respect and support all decisions of the Referee and your fellow officials. Do not critique or correct other officials on what you may or may not have seen in their jurisdictions. Never

call to any other official's attention, any swimmers technique or ask for advice as to a DQ. If you are not sure, do not make the call.

2. If parents have questions, refer them to their coach. If coaches have questions, and they are simply inquires such as "was that my swimmer that got DQ'd?" or some such, answer them if you have time. If they question the accuracy of a call or have comments, politely refer them to the Meet Referee: do not discuss decisions with them. Always act like a professional.

Judging swimmers with physical disabilities:

1. Only judge a swimmer as if they have a disability if instructed to do so by the referee.
2. Judge, in accordance with USA Swimming rules, any part of the body that is used.
3. Do not judge a part of the body that cannot be used.
4. Base your judgment on actual rule, not the swimmer's technique.

Reminders:

1. Make a note of any swimmers actions that you were not sure of the call (and therefore did not call). At the appropriate time, ask for the interpretation of that section of the rules.
2. Your Clinic facilitator and certified officials on deck will cover the stroke and turn rules and procedures with you. Be sure to ask questions if you do not understand what is being said.
3. Finally, as you Apprentice for Certification, it is recommended that you reread and review these Guidelines occasionally, to make them a part of your advancement.

Radio Etiquette and Usage Guidelines

Objective:

For deck officials to be seen as professional as possible they must perform on a common and consistent basis. This suggests that deck officials using headsets or radios should communicate in a very exact manner and process. Improper usage of headsets or radios only serves to discredit the officials using them in the eyes and ears of those listening or using the radios. Radios or headsets are used by many meet volunteers and workers and are even used by some coaches. There are no limits on who might purchase a radio and be on deck, in the stands or in the pool vicinity.

General Usage Process

1. Radios are used strictly for efficiently or quickly calling in a disqualification to make sure that the swimmer(s) are notified clearly and in a consistent manner.
2. Radios should never be used to call attention to a swimmer. This means that one official should not use the headset to ask other officials to observe a swimmers stroke, turn or finish.
3. Radios should never be used to tell jokes or off color stories of any kind.
4. Abusive language of any kind, in any language, should never be used on radios.

5. Radios should never be used to discuss a disqualification or any incident regarding the swimming competition.
6. Radios should never be used to talk about any coach, swimmer, volunteer or any situation dealing with meet operations.
7. Radios today have a voice-activated switch that picks up any audible activity and can cause embarrassing situations. Therefore use radios only in the "manual" mode and check for proper position before usage.
8. All calls should be simple and clear. Use the language from the DQ slip or rules as a guide.

Suggested Radio Process - Stroke and Turn:

The Officials should communicate in a very succinct and consistent manner, such as:

1. OFFICIAL - "This is (official's name) at the start/turn end and I have a possible disqualification in event ?, heat ?, lane ?, for (describe the violation)"
2. REFEREE - (After any clarification questions are asked and answered) "Confirm possible disqualification for event ?, heat ?, lane ?, for (repeat description of violation), please notify the swimmer."
3. OFFICIAL - "I will notify the swimmer."
4. OFFICIAL - "Swimmer has been notified."
5. REFEREE - "Thank you."

If at a meet with more than one course, always identify the course at the beginning of the radio call.

STROKE/TURN JUDGE TEST

The "Certification-Stroke & Turn/Timer" test is a training tool and is to be completed online. It is an open-book test. Many of the rules you need to understand to answer the questions are in this packet. However, you should still use the official Rulebook when taking the test. A passing score is 80%. If this is not achieved, the test can be retaken. The test questions may differ slightly each time it is taken. Start out by opening your Internet browser and go to USA Swimming at:

<http://www.usaswimming.org>

Then:

1. Click on The "Members Resources" Tab.
2. Click on The "Officials" marker and then the "Testing and Certification" link.
3. Read the page that comes up. You will need to do item 1 to "Create an account" (click on the link). This will bring up a screen where you enter your name, an email address, an ID (choose one you can remember and will use once you become an official) and a password (also one you can remember).
4. When you click the "Create an account" button the system will take you to a login screen. Enter your ID and password and click "Login." This will take you back to the original screen. You will then do steps 1, 2 and 3 again. This time the system will take you to another screen where you will fill in your work and home phone numbers, Local Swim Committee (ours is "Oklahoma Swimming"), address, city, state, zip and the club you are affiliated with.
5. You must then select the test you will be taking. Scroll down to find "Certification - Stroke & Turn/Timer". Then click "Start Test". If you can't complete the test in one session you can Logoff, come back later and continue.

ALWAYS Logoff when you are exiting. To come back in you must click on the "Sign In" link in the upper right corner of the USA Swimming screen and do steps 1, 2, and 3 and select the test. The test will resume where you left off.

"DETAILED INSTRUCTIONS ARE LOCATED ON THE "ONLINE OFFICIALS TEST" PAGE"

SAMPLE TEST TQUESTIONS:

1. In The breaststroke: After the start and after each turn, in what position shall the body be kept?

- A. In any position.
- B. Past vertical towards the breast.
- C. On the breast.

There is one reference for this question. Which reference covers these rules?

- A. 1012.2

- B. 101.2.3
- C. 101.2.4
- D. 101.2.1
- E. 1012.5

2. In the breaststroke: How shall the hands be pushed forward together from the breast?

- A. They may be on, under, or over the water.
- B. They shall be on or under the water.
- C. They shall be under the water.
- D. They shall be on the surface of the water.

There is one reference for this question. Which reference covers these rules?

- A. 101.2.1
- B. 101.22
- C. 1012.3
- D. 101.2.4
- E. 1012.5

3. In the butterfly: At each turn and at the finish, what is required to make a legal touch or finish?

- A. The swimmer shall touch the wall simultaneously with both hands on the wall or starting block.
- B. The swimmer shall touch the wall simultaneously with both hands below the water surface.
- C. The swimmer shall touch the wall simultaneously with both hands at the surface of the water.
- D. The swimmer shall touch the wall with both hands simultaneously at, above or below the water surface.

**there are two references for this question.

(Notice that this question asks about the touch at the turn or the finish, thus there are two references) required. Where do you find references to the butterfly turn and finish?

- A. 101.3.2
- B. 101.3.3
- C. 101.3.4
- D. 101.3.5

USA Swimming Rules--for Certification -Stroke & turn/timer test

Breaststroke (Article 101.2)

.1 **Start**—The forward start shall be used.

a) Rules

"From the beginning of the first arm stroke after the start and after each turn the body shall be kept on the breast. It is not permitted to roll onto the back at any time. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. After the start and each turn, a single downward butterfly kick followed by a breaststroke kick is permitted while wholly submerged

following which, all movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement, the feet must be turned outwards during the propulsive part of the kick. Scissors, flutter or downward butterfly kick is not permitted except as provided herein. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick." *After the start and each turn a single downward butterfly kick followed by a breaststroke kick is permitted. The swimmer does not need to be completely submerged.

b) Swim Mechanics

An alternating kick is the most common disqualification call during the start of the breaststroke. It is important to observe the timing of the movement of the legs. As the swimmer executes the first arm pull past the hipline, the swimmer is permitted one downward butterfly kick followed by a breaststroke kick. The position of the shoulders is not relevant when the swimmer executes the first arm pull except the swimmer must be past vertical toward the breast. The arms must be on the same horizontal plane for this first arm pull.

c) Positioning and Jurisdiction

The turn judge at the start end of the pool should stand at the appropriate signal and walk forward after the start of the race. They should watch the swimmer during the pull out observing the first arm pull, which may be past the hipline, the leg kick, followed by the second arm pull. At the widest part of the second arm pull the head must break the surface of the water. If the hands turn inward beginning the recovery portion of the next arm pull prior to the head breaking the surface of the water, that's a disqualification.

2. Swim

a) Rules

"All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement. The hands shall be pushed forward together from the breast on, under, or over the water: the elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head shall break the surface of the water. "

b) Swim Mechanics

The recovery motion of the arms may be made above, at or below the surface of the water, but must be made inside the limits of the shoulders ("from the breast"). The elbows must stay "wet" (in contact with the froth and foam and not completely out of the water) during the recovery phase of the arm pull throughout the race except at the turn and at the finish. However, it's OK if the elbows clear the water during the pullback part of the stroke. As in butterfly the position of the feet is the key to judging the breaststroke kick. If the toes are pointed outward during the propulsive part of the kick, that's a legal breaststroke kick. If the toes are pointed straight back or inwards, that's a butterfly kick and a DQ in the breaststroke (other than during the first stroke

after the start and each turn). It is important to remember that some, if not most, elite swimmers will have a significant linear undulating motion as they race through the water. This may result in their feet breaking the surface of the water, often accompanied by a "rooster tail" of spray, as they begin the recovery phase of their kick. This is NOT, however, a DQ UNLESS accompanied by a distinctive downward butterfly kick! USA Swimming rules do not require a "flexion of the knees" for a butterfly kick so be sure to remember that "the benefit of any doubt always goes to the swimmer."
"

c) Positioning and Jurisdiction

The stroke judge on the side of the pool frequently has jurisdiction over the swimmer from the head breaking the surface of the water to the completion of each length. If FINA jurisdiction rules are used in the meet, the stroke judge on the side of the pool has jurisdiction after the first arm pull including the kick and second arm pull, at which point the head must break the surface of the water at the widest reach of the arms. When walking the side of the pool, the stroke judge should be slightly behind the swimmers so that they can observe the entire swimmer, not just the feet. As the swimmers finish their leg kicks (which might result in the feet rising upward out of the water), you should observe the legs. If the knees are being drawn up and feet begin to separate to begin the recovery portion of the next stroke cycle, there is no DQ. If there is a downward butterfly-type kick with the legs, or a downward "flipper kick" of the feet prior to the legs being drawn up for the recovery portion of the next kick cycle, then a DQ should be called.

3. Turns/Finish

a) Rules

"At each turn and at the finish of the race, the touch shall be made with both hands simultaneously at, above, or below the water level. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch. "

*After the start and each turn a single downward butterfly kick followed by a breaststroke kick is permitted the swimmer does not need to be completely submerged.

b) Swim Mechanics

"Hand-over-hand" touch is OK since you probably can't see if the intertwined fingers are touching or not. Be very aware of the "swipe" touch where one hand clearly touches the wall but the second hand quickly (but simultaneously) just barely swipes at the wall -and begins the turning action. Elite swimmers are really good at it and sometimes you're not sure if they touched the second hand at all. Once again, "**only call what you see...not what you don't see.**" After the final pull into the wall at turns and finishes, the shoulders do not have to be level. In fact, the only thing that you have to watch the shoulders for is to see if they go past the vertical towards the back prior to the touch at the turns and/or finish.

c) Positioning and Jurisdiction

The turns and finish are in the jurisdiction of both the stroke judge and the turn judge. The stroke judge should observe the swimmer into the wall/finish watching the lower portion of the body verifying that a proper kick is executed. The turn judge should be positioned over the lane watching the upper portion of the swimmers body for the proper touch.

Butterfly (Article 101.3)

1. Starts

a) Rules

"After the start and after each turn, the swimmers shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. "

b) Swim Mechanics

- 1) The swimmers usually remain on their breast with the hands extended forward while kicking with a butterfly-type kick.
- 2) Some swimmers kick out on the start while on their side. This position is legal as long as the swimmer remains past vertical toward the breast.
- 3) When the hands begin the first pull it must bring the swimmer to the surface.

c) Observation

- 1) From the end of the pool the official should observe the swimmer from over the lane. It is important for you to determine "with certainty" that the swimmer is past vertical toward the breast if the side kick-out is used and that the distortion from the water surface and the movement of water did not interfere with the observation.
- 2) From the side of the pool it is not always possible to observe the swimmers until they break the surface of the water at or before the 15-meter mark.

2. Swim

a) Rules

Stroke "From the beginning of the first arm pull the body shall be kept on the breast. Both arms must be brought forward over the water and pulled back simultaneously."

Kick "All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted."

b) Swim Mechanics

- 1) The stroke requires over the water recovery of the arms.
- 2) The swimmer shall use a butterfly kick with no scissors or breaststroke kicking movements.

3) Rounding motion of the feet is allowed as long as the toes are pointed backward or inward.

c) Observation

1) From the side of the pool the stroke judge should have a clear view of all swimmers within their jurisdiction (usually slightly behind the slowest swimmer).

2) One foot may be higher than the other as long as the feet do not alternate position in a stroke cycle.

3. Turns/Finish

a) Rules

Turns "At each turn the body shall be on the breast. The touch shall be made with both hands simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall."

Finish "At the finish, the body shall be on the breast and the touch shall be made with both hands simultaneously at, above, or below the water surface."

b) Swim Mechanics

- 1) Two hand simultaneous touch.
- 2) Shoulder position not relevant.
- 3) Remain on breast until touch.
- 4) No underwater recovery.

c) Observation

1) From the side of the pool the stroke judge should observe the swimmers to assure proper kick.

2) From the end of the pool the turn judge should observe the swimmer into the wall. When the eyes shift from the full body to observe the simultaneous two-hand touch the judge should not look back.

Backstroke (Article 101.4)

1. Starts

a) Rules

"The swimmers shall line up in the water facing the starting end with both hands placed on the gutter or on the starting grips: Standing in or on the gutter, placing the toes above the lip of the gutter or bending the toes over the lip of the gutter, before or after the start, is prohibited."

b) Swim Mechanics

Some swimmers will kick out from the start while on their side. This is legal but the swimmer must remain past vertical toward the back during this portion of the race.

c) Observation

At some competitions a turn judge may be assigned to observe the swimmer's toes after the start of the race. The position of the hands and the toes before the start are the responsibility of the Starter.

2. Swim

a) Rules

"The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface of the water."

b) Swim Mechanics

Backstroke is essentially "freestyle on the back."

c) Observation

- 1) From the end of the pool the turn judge shall observe that the swimmer remains on the back.
- 2) From the side of the pool the stroke judge shall observe the head breaking the surface at or prior to the 15 meter mark and that some part of the body remains on the surface throughout the race.

3. Turns

a) Rules

"Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may be turned past the vertical toward the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to execute the turn. The swimmer must have returned to a position on the back upon leaving the wall."

b) Swim Mechanics

At the turn, three (3) things can happen:

- 1) The swimmer touches the wall while on their back. They may turn in any manner they want as long as they are past vertical towards the back when their feet leave the wall.
- 2) The swimmer begins to turn past the vertical towards the breast, but touches the wall with some part of their body (including the hand, arm, forehead, chin, etc.) before going into the turn. As long as their turning motion was continuous once they went past vertical towards the breast, it's still legal, and they may turn in any manner they want as long as they're past vertical towards the back when their feet leave the wall. If, however, they go past vertical towards the breast and extend the arm but don't immediately begin a pulling motion, that's a DQ for "delay in initiating arm pull."
- 3) The swimmer turns past vertical towards the breast and executes a single or simultaneous double arm pull to initiate their turn. Once the arm(s) has (have) stopped moving (and you're sure it [they] has [have] stopped moving), the swimmer must be doing something to initiate their turn. If they're not doing something to initiate the turn as soon as their arm(s) stop moving, that's a DQ for "delay initiating turn." They can kick throughout the turn, as long as it's part of a continuous turning

action, with no delay in initiating the arm pull or the turn. They must touch the wall (usually with their feet) and they must be past vertical towards the back when their feet leave the wall.

c) Observation

As the turn judge, you should stand over the lane looking down to at the swimmers to observe the turns. Once a swimmer passes vertical toward the breast, you should observe that all actions of the swimmer were associated with a continuous turning action and that the swimmer is past vertical toward the back when their feet leave the wall.

4. Finish

a) Rules

"Upon the finish of the race, the swimmer must touch the wall while on the back."

b) Swim Mechanics

A swimmer may swim in any manner desired while remaining on their back and must remain on their back until the finish of the race.

c) Observation

As a turn judge, it is important to watch the swimmers as they approach the wall at the turns and at the finish of the race. If, while watching a swimmer as they come into your jurisdiction, you see the swimmer's body go totally submerged, that's a DQ. When you transition your attention from watching the swim to watching the swimmer's shoulders at the touch, do not look back.

Freestyle (Article 101.5)

1. Start

a) Rules

"In an event designated freestyle the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface."

b) Swim Mechanics

Any stroke or combination of strokes (including "dog paddle") may be used. Freestyle is freestyle; i.e., anything goes, including doing other strokes during the race and even changing strokes in the middle of the race: UNLESS it's in the Individual Medley or the Medley Relay (more on that later). The head must break the surface of the water at or before the 15-meter mark.

c) Positioning and Jurisdiction

The stroke judge should stand at the 15-meter mark to ensure that the heads of all of the swimmers break the surface of the water by the most generous of all the 15-meter marks on the lane lines.

2. Swim

a) Rules

"In an event designated freestyle the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface."

b) Swim Mechanics

Some part of the body must remain on the surface throughout the rest of the swim, except for the first 15 meters after each turn. Any stroke or combination of strokes may be used.

c) Positioning and Jurisdiction

The stroke judge should make sure that the swimmer does not go completely submerged, pull on the lane lines, and/or push off of the bottom of the pool during the swim.

3. Finish

a) Rules

Turns "Upon completion of each length the swimmer must touch the wall."

Finish "The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance."

b) Swim Mechanics

The swimmer may turn in any manner they want as long as they touch the wall at the end of each length of the race. The touch at the finish may be made with any part of the body (including the forehead). Some part of the body must touch the wall at the end of each length of the race and a swimmer can go back and "save themselves" if they miss the touch during a turn. The DQ for missing the wall is not "officially" called until the swimmer touches the opposite end of the pool from the wall that they missed. The call should be made when it happens-the call always can be taken back when the swimmer returns to save themselves.

c) Positioning and Jurisdiction

The turn judge should stand over the lane(s) or at the corners of the pool to observe the touch at the turns and finish.

Individual Medley (Article 101.6)

1. Start

a) Rules

The rules governing the start of the Individual Medley are the same as the butterfly start.

b) Swim Mechanics

The swim mechanics for the start are the same as outlined for the butterfly.

c) Positioning and Jurisdiction

The positioning and jurisdiction are the same as outlined for the butterfly.

2. Swim/turns/Finish

a) Rules

"The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly, the second one-fourth, backstroke, the third one-fourth, breaststroke, and the last one-fourth, freestyle."

Stroke "The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke. Turns-Intermediate turns within each stroke shall conform to the turn rules for that stroke. The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed and shall be as follows: Butterfly to backstroke- the swimmer must touch as described in [Butterfly rules). Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall. Backstroke to breaststroke- the swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke. Breaststroke to freestyle- the swimmer must touch as described in (Breaststroke rules). Once a legal touch has been made, the swimmer may turn in any manner: Finish- the swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance."

b) Swim Mechanics

USA Swimming and FINA have interpreted the judging of the freestyle leg by saying that "the swimmer shall have swum a sufficient distance to allow the Judge (Turn or Stroke) to determine that he/she has swum 'in the style' of one of the previous three (3) strokes" before a DQ is called for the stroke infraction. That now precludes a DQ for the swimmer that briefly uses the butterfly kick off of the wall and then transitions into a normal freestyle as well as the swimmer who is momentarily on their back as they leave the wall for the freestyle leg and is rolling over to begin the normal freestyle. Be aware of the "cross-over" transition from the backstroke to the breaststroke. Many elite swimmers use this technique of bringing their lead arm directly over their heads and making the touch just before their shoulders get past vertical towards the breast as they make the turn. If you are watching several lanes or are not paying strict attention to the turn, you might only see the swimmer doing the turn and be tempted to DQ them for not finishing the backstroke leg on their backs. Remember, "only call what you see...not what you don't see." Only call the DQ if you're positive that the swimmer did not touch the wall before going past the vertical towards the breast. Similarly, be aware of the "swipe" touch at the finish of the breaststroke leg before the transition to the freestyle.

c) Positioning and Jurisdiction

The position for observing each leg of the individual medley and associated jurisdictions are the same as outlined for each stroke.

Medley Relay (Article 101 .7.2)

1. Start

a) Rules

The rules governing the start of the medley relay are the same as the backstroke start.

b) Swim Mechanics

The swim mechanics for the start are the same as for the backstroke as outlined above.

c) Positioning and Jurisdiction

The positioning and jurisdiction for the start is the same as for the backstroke as outlined above.

2. Swim/Turns/Finish

a) Rules

"Four swimmers on each team, each to swim one-fourth of the prescribed distance continuously in the following order: first backstroke; second breaststroke; third butterfly; fourth, freestyle. Rules pertaining to each stroke used shall govern where applicable: At the end of each leg, the finish rule for each stroke applies in each case."

b) Swim Mechanics

As in the IM, freestyle is defined as any stroke other than the previous three. Once again, the USA Swimming and FINA interpretations on the judging of the freestyle leg preclude a DQ for the swimmer that momentarily uses the butterfly kick off of the wall during the freestyle turn and then transitions into a normal freestyle as well as the swimmer who is momentarily on their back as they leave the wall for the freestyle turn and is rolling over to begin the normal freestyle.

c) Positioning and Jurisdiction

The stroke and turn judges should be in the same positions as outlined for each stroke and assume the same jurisdictions as well. One (1) relay take-off judge should be at each side of the pool (usually the off-duty starter and/or an off-duty deck referee) and the other relay take-off judges are positioned by their assigned lanes. The key to relay take-offs is to watch the feet of the next swimmer on the blocks. Look to see where they are before they take off-- are they already at the front of the blocks or are they at the-back ready to do a "step up" take-off? When the feet of the swimmer on the blocks leaves the starting platform, look down to the pool level to see if the incoming swimmer has touched the wall yet - "toenails to fingernails." If the exchange is good, circle the outgoing swimmer's number on your relay take-off slip (What, you don't have one? then mark it on a piece of paper!); if the exchange is bad, put an "X" through the number of the swimmer that took off early. Remember, most relay take-offs are judged with "double confirmation" from two (2) different vantage points (usually next to the blocks and from the side of the pool), so do not raise your hand for an early takeoff DQ -- it still has to be confirmed by another takeoff judge. If, however, there are not enough officials for dual confirmation (particularly true in the Medley Relay where you need Stroke & turn Judges as well as Relay take-off Judges), then a single Relay take-off Judge may be used and the DQ for Early take-off must be signaled by raising the hand.

Freestyle Relay (Article 101.7.1)

1. Start

a) Rules

The rules governing the start of the freestyle relay are the same as the freestyle start.

b) Swim Mechanics

The swim mechanics for the freestyle relay are the same as outlined for freestyle above.

c) Positioning and Jurisdiction

The observation techniques for the freestyle relay are the same as outlined for freestyle above.

2. Swim/Turns/Finish

a) Rules

"Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply."

There are no rules except touch the wall at each turn and the finish (the same as for the individual freestyle). Each relay swimmer shall swim a fourth of the distance and no swimmer may swim more than one (1) leg of the race.

b) Swim Mechanics

The swim mechanics for the freestyle relay are the same as outlined for freestyle above.

c) Positioning and Jurisdiction

The positioning and jurisdiction for the freestyle relay are the same as outlined for freestyle above. However, the turn judge only needs to watch the intermediate turns since the relay take-off judge will (hopefully) see the touch at the end of each leg of the race during the relay exchange.

The relay take-off positioning and jurisdictions are the same as outlined above in the Medley Relay section. **The USA Swimming Rules and Regulations Committee is emphasizing that "the key to a proper interpretation of the backstroke rule is the phrase 'continuous turning action,' i.e., a uniform, unbroken motion with no pauses. After the upper shoulder rotates beyond the 'vertical toward the breast, a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn. There shall be no kick, arm pull, or flotation that is independent of the turn. The position of the head is not relevant."** To assist judges in evaluating the submerging portion of the rule, each of the lane lines must be marked at the 15-meter (16.4 yard) distances from each end. Stroke judges should be positioned to ensure that the swimmer's head breaks the water surface prior to the 15-meter marks and some part of the body remains surfaced until the swimmer executes the next turn.

102.13 Judges

Shall have jurisdiction over the swimmers immediately after the race has begun.

.1 Chief - An overall "Chief Judge" may assign and supervise the activities of all stroke, turn, place and take-off judges and may report their decisions. If desired any judging category may have a designated "Chief." Any "Chief" may act as liaison for the judges and may serve simultaneously in one of the judging positions and shall assign those judges within the "Chief's" category.

.2 Place Judge - One or two place judges shall be positioned on the side of the course near the finished and shall judge the order of finish of all swimmers. If two place judges are used, they shall independently record the order of finish of all swimmers. A place judge shall record a tie if a place distinction cannot be made. Judging results shall be used only in accordance with Section 102.24.56c in determining the order of finish.

.3 Stroke Judge - Shall operate on both sides of the pool, preferably walking slightly behind the swimmers during all strokes except freestyle, during which events they may leave poolside, at the Referee's discretion; shall ensure that the rules relating to the style of swimming designated for the event are being observed; and shall report any violations to the Referee on signed slips detailing the event, the heat number, the lane number and the infraction.

.4 Turn Judge - Shall operate on both ends of the pool; shall ensure that after the start when turning or finishing, the swimmer complies with the rules applicable to the stroke used; and shall report any violations to the Referee on signed slips detailing the event, the heat number, lane number and infraction observed.

.5 Jurisdiction of Stroke and Turn Judges - Before the competition begins the Referee shall determine the respective areas of stroke and turn responsibility and jurisdiction, which may include joint, concurrent, and coordinated responsibility and jurisdiction. The Referee shall insure that all swimmers shall have fair, equitable, and uniform conditions of judging.

.6 Relay Take-Off Judges

- A. Relay take-off judges shall be assigned by the Referee and shall stand so that they can clearly see both the feet of the departing swimmer(s) as they leave the starting platform and the touch of the incoming swimmer(s), and shall judge whether the swimmer is in contact with the platform when the incoming swimmer touches the end of the pool.
- B. If dual relay take-off judging is used, the lane and side take-off judges shall independently report infractions in writing without the use of the infraction hand signal. A relay will be disqualified only if the lane take-off judge has reported an infraction and the assigned side take-off judge has confirmed the same infraction.
- C. When automatic relay exchange judging equipment is in use, the system printout will provide the information to judge relay exchanges. Integrated backup timing cameras may be reviewed by the Referee to confirm the automatic system's results. When backup timing cameras are not available, the referee will determine the confirmation process.

102.17 Timing Personnel and Their Duties

.1 Chief Timer - The Chief Timer shall:

- A. Assure the assignment of Lane Timers to lanes and the designation of one timer on each lane to be the Head Lane Timer.
- B. On the starting signal, start a watch(es) on every race. The time of this watch shall be used if a Lane Timer's watch fails.
- C. Be responsible for delivering all manual watch times, including those of Disqualified swimmers, to the Timing Judge.

.2 Head Lane Timer - The Head Lane Timer shall:

- A. Determine whether the swimmer or relay team is present and in the correct lane, heat and event, and that relay swimmers are swimming in the order listed.
- B. Determine and record manual watch times or the absence of a swimmer or the relay team seeded in that lane.
- C. Assign one timer to time relay splits and initial distance times if requested by the Chief timer.
- D. Report if the swimmer has delayed in touching or has missed the touch pad at the finish, or if there is reason to believe the semi-automatic or manual times may be inaccurate.

.3 Lane Timers - Officials assigned as Lane Timers may simultaneously operate two dissimilar devices (one watch and one button) but not two similar devices (two watches or two buttons). It is not within the Lane timer's jurisdiction to judge if the swimmer's touch conforms to the applicable finish rules or if a relay take-off infraction has occurred unless assigned concurrent responsibility as a Lane Timer and Turn Judge or Relay take-off Judge. Each timer shall:

- A. Be in position at the start to have an unobstructed view and shall start the watch at the instant of observing the visual starting signal. If the visual starting signal is not observed, the watch shall be started upon hearing the sound of the starting signal.
- B. Stand directly over the assigned lane at the finish to observe a touch above, at, or below the surface of the wafer and stop the watch and/ or push the semi-automatic system button when any part of the swimmer's body touches the wall.
- C. Report the watch time to the Head Lane Timer or the designated recorder. Report if a late or missed pad touch is observed; and, if requested, present the watch for inspection. Lane Timers shall not clear their watches until a command to "clear watches" is given or the Referee signals that the next heat is ready to start.

.4 Timing Equipment Operator - The Timing Equipment Operator shall be responsible for the automatic or semi-automatic timing equipment, including the electronic starting system and scoreboard (if used), and shall advise the Referee of any system problems that might affect the accuracy of times or whenever the touchpad is observed to have failed to record the finish when the swimmer completed the race. The timing equipment should be placed so that the operator is able to observe the finish of each race.

1.02.22

DISQUALIFICATIONS

- .1 A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. Except for the relay take-off judges when dual confirmation relay take-off judging, as provided in 102.13.6B, is used, the Referee, stroke, turn, or relay take-off judge upon observing an infraction, shall immediately raise one hand overhead. If the official does not do so, there shall be no disqualification unless the Program Operations Vice President has directed that the meet be conducted under FINA procedures.
- .2 The Referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or his/ her coach and inform him/her as to the reason for the disqualification.
- .3 Any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue may be considered for appropriate action or penalty by the Referee.
- .4 A swimmer must start and finish the race in the same lane.
- .5 Standing on the bottom during a freestyle race shall not disqualify a swimmer, but a swimmer must not leave the pool, or walk, or spring from the bottom. Standing on the bottom during any other stroke shall result in disqualification.
- .6 Obstructing or otherwise interfering with another swimmer shall disqualify the offender subject to the discretion of the Referee.
- .7 Any swimmer not entered in a race who enters the pool or course in the area in which said race is being conducted before all swimmers therein have completed the race shall be barred from the next individual event in which that swimmer is entered on that day or the next meet day, whichever is first.
- .8 Dipping Goggles in the water or splashing water on the swimmer's face or body prior to an event shall not be considered as entering the pool unless the Referee finds that such action is interfering with the competition.
- .9 Should a foul endanger the chance of success of a swimmer(s), the Referee may allow the affected swimmer(s) to re-swim the event. In case of collusion to foul another swimmer, the Referee may, at his/her discretion, disqualify the swimmer for whose aid the foul was committed, as well as the swimmer doing the fouling.
- .10 Grasping lane dividers to assist forward motion is not permitted.
- .11 For relay disqualifications, refer to 101.7.3.

- .12 The time and/or place of any swimmer or relay team disqualified either during or following an event shall not be recorded in the results of that event. If awards have been made prior to the decision to disqualify they shall be returned and made to the proper recipient(s) and if points have been scored by those disqualified the event shall be rescored.
- .13 Time and/or place officially recorded for a swimmer shall not be nullified for violations occurring subsequent to such performance.

102.24

TIMING RULES

.1 Requirements for Official Time

A. Performance Requirements

(1) An official time can be achieved only in USA Swimming sanctioned or USA Swimming approved competition, or in an observed swim in accordance with all applicable rules. It may be achieved in:

- (a) Any heat.
- (b) A swim-off.
- (c) A lead-off leg in a relay.
- (d) A split time recorded from the official start to the completion of an initial distance with a legal finish within a longer event, provided the swimmer completes the event or the lead-off portion of the relay in compliance with applicable rules.
- (e) A time trial or a record attempt.

(2) An official time for an event or a stroke can be achieved only in that event or stroke, or in an initial distance of such event or stroke (e.g. a backstroke time must be achieved in a backstroke event or the backstroke leg of a medley relay). Regardless of the stroke(s) used, times achieved in freestyle events can be recorded only as freestyle times.

B. Timing Resolution - All timing systems, including manual watches, shall have a resolution of one one-hundredth of a second (0.01 second). Times from all systems shall be recorded to hundredths of a second. The digits representing thousandths shall be dropped with no rounding.

C. System Requirements for Specific Purposes

(1) Official times achieved using a timing system in accordance with 102.243 are valid for all entry time and recognition program purposes with the following exception: World, American, and U.S. Open Records can be established only when

timed by an automatic timing system, a backup camera system, or semi-automatic system if the automatic system fails.

(2) A backup time adjusted for timing system differences as described in 102.24.4 may be used as an official time.

- D. **Backup Timing System Requirement** - Except when the primary system consists of watches, backup timing shall be provided for all competitors. No swimmer shall be required to re-swim a race due to equipment failure, which results in unrecorded or inaccurate time or place. It is the Meet Director's responsibility to provide the proper timing systems so that swimmers can expect to achieve official times that will satisfy the requirements of 102.24.1C.
- E. **Use of Secondary and Tertiary Times** - Secondary and tertiary times shall be recorded but shall not be used except to corroborate or correct missing or inaccurate primary/secondary results.

.2 **Timing Systems** - Every race in a swimming competition shall be timed with one or more of the following systems, listed in their preferred order of use:

- A **Automatic** - A timing system activated by a starting device and stopped at the finish by the swimmer touching the touchpad.
- B **Semi-Automatic** - A timing system activated by a starting device and stopped by buttons pushed by timers at the finish touch of the swimmer.
- C **Manual** - A timing system consisting of individual lane timers, each operating a manual watch that is both started and stopped by the timer as described in 102.17.3. Only hand-held, battery-powered, designed for timing purposes shall be used.

.3 **Timing System Designation** - Timing systems shall be designated in the order in which results are used as follows:

A **Primary System** - The primary system shall determine the official time of each swimmer unless a comparison of the primary with secondary and/or tertiary system times indicates a malfunction of the primary system. A primary system shall always be in place and shall consist of one of the following, listed in their preferred order of use:

- (1) Automatic timing.
- (2) Semi-Automatic, with three (3) or two (2) buttons per lane, each operated by a separate timer.
- (3) Manual, with three (3) watches per lane, each operated by a separate timer.

B **Secondary System** - If manually operated watches are not the primary system, a secondary system of precedence equal to or lower than the primary system must be used. The secondary system may be:

- (1) Stationary overhead video cameras recording 100 images per second. The cameras must be fully integrated with the primary timing system.
- (2) Semi-Automatic with one (1), two (2), or three (3) buttons, each operated by a separate timer.
- (3) Manual with one (1), two (2) or three (3) watches per lane, each operated by a separate timer.

C Tertiary System - Unless the primary system consists of manual watches or the secondary system includes at least one (1) manual watch per lane, a tertiary system of at least one (1) manual watch per lane shall be provided.

.4 Determining Official Time

A Automatic Timing - When recorded by properly operating automatic timing equipment, the pad time shall be the official time.

B Semi-Automatic and Manual Timing - Whenever semi-automatic or manual timing is used, only valid times shall be used in calculating the official time. The times shall be determined as follows:

- (1) If two of the three button or watch times agree, that shall be the time for that timing system.
- (2) If three valid buttons or watches disagree, the time of the intermediate button or watch shall be the time for that timing system.
- (3) If only two valid button or watch times are available, the time shall be the average of those two buttons or the average of the two watch times. The digits representing thousandths of a second shall be dropped with no rounding.
- (4) If only one button or watch time is available, the time of that button or watch shall be the time for that timing system provided it is supported by other information.

C Primary timing System Malfunction -- A malfunction may have occurred if:

- (1) The difference between the time obtained by the primary system and the back-up system(s) is more than .30 second; or
- (2) It is reported the swimmer missed the pad or had a soft touch.

D Adjustment for the Timing System Difference - When the Referee determines that there is a malfunction of the primary timing system, the back-up time(s) shall be adjusted for the timing system difference prior to integrating them with accurate primary times in establishing the official times and determining the results. The adjustment for timing system difference may be incorporated into the automatic or semiautomatic system by design or may be determined by calculating

the consistent average difference between the valid primary and backup systems used at that meet.

E Adjustment for Malfunction on a Lane - When a malfunction is confirmed on a lane, the back-up times for that lane shall be adjusted by calculating the average difference between valid primary and valid back-up times of the other lanes in that heat, or if necessary, using times from heats immediately preceding and/or following the heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid back-up time of the lane where the malfunction occurred.

F Adjustment for Malfunction Equally Affecting an Entire Heat - When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semi-automatic primary timing system is equally incorrect for all the lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid back-up times and adding, or subtracting when appropriate, that difference to the primary times of every lane in that heat.

.5 Determining Results

A Place and Ranking - The results shall be by integration of official times including those times adjusted in accordance with 102.2-4.4.

B Ties - Official times identical to the hundredths shall be ties, with swim-offs as required to determine qualifiers or alternates for semi-final, consolation or final heats.

C Judging - Judging shall only be used to change the results produced by ranking the Official Times if:

- (1) The swimmers competed in the same heat,
- (2) Times obtained from properly operating automatic timing equipment are not available, and
- (3) The Place Judges both observed a different relative order of finish and made a written record of their observation immediately following the conclusion of that heat.

Note: A different relative order of finish means there is agreement that a different swimmer finished ahead of another swimmer: there need not be agreement on their exact placement within the heat.

- D Impact of Judging on Order of Finish** - If judging changes the results:
- (1) In timed finals meets and the finals of preliminaries and finals meets, such placement by judge's decision (JD) shall be indicated in the meet results.
- (2) In the preliminaries of preliminaries and finals meets, in no case may a swimmer with a faster time displace a swimmer who was judged to have placed ahead of him within a heat according to 102.24.5C. If this should result in disputed qualifications, all swimmers having times tied or within the disputed times shall swim-off for the disputed places in accordance with 102.5.2.

GUIDELINES FOR OFFICIATING A SWIMMER WITH A DISABILITY IN USA SWIMMING MEETS

105.1 GENERAL

- .1 Authority - the USA Swimming Rules on Regulations grant the Referee the authority to modify the rules for the swimmer with a disability. Disability is defined as a permanent physical or cognitive disability that substantially limits one or more major life activities. This section contains guidelines and suggestions for making such modifications.
- .2 Responsibilities -
- A. Athlete - the athlete (or the athlete's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the athlete and of the requested modification. The swimmer/coach shall provide any assistant(s) or equipment (tappers, deck mats, etc.) if required.
- B. Referee -The Referee's responsibilities include:
1. Determining if the requested modifications are appropriate and can be met.
 2. Instructing the Starter and Stroke & Turn officials as to the accommodations to be made for that swimmer.
- .3 Modifications - Aides to buoyancy or speed are not allowed (See 102.8.1E). Some of the modifications, which the Referee may make to accommodate the athlete with a disability, are:
- A. A change in starting position.
- B. Reassignment of lanes within a heat, e.g., exchanging Lanes 2 and 7.

- C. Allowing the athlete to have a personal assistant(s). A personal assistant is not required to be a member of USA Swimming unless acting in a coaching capacity.

Stroke & Turn Apprentice Certification Review Outline

This outline is designed to give Apprentice Officials an overview of what you should learn by the end of your apprenticeship. Before your certification as a Oklahoma Swimming Official, a qualified Referee will use this outline as a review guide. Always feel free to ask questions!

I. General

A. Professionalism

1. Proper appearance
2. Assignment of Duties
 - i. Sign-in upon arrival at the pool
 - ii. Report promptly for the officials meeting when announced
 - iii. If you sign in for a session you are normally expected to show up on time, work the entire session, and report to your assigned position on time.
1. USA Swimming Non-Athlete Registration Card
2. Attentiveness
3. Clarity and accuracy of reporting DQ's
4. Never cheer for a swimmer
5. Call all infractions regardless of age of swimmers-**benefit of the doubt always goes to the swimmer**
6. Respect and support all decision of the Referee and your fellow officials

A. Jurisdictions-Set by Meet Referee

1. Short Course
2. Long Course

A. Positioning & Procedures

1. Start end
2. Turn end
3. Backstroke starts

A. Disqualifications

1. Procedure-in suggested order
 - i. Observe-the swimmer always gets the benefit of the doubt.
 - ii. Immediately raise hand (10-20 seconds)
 - iii. Note on heat sheet - including notes such as which hand touched first in Non-Simultaneous touch, etc.
 - iv. Communicate on radio (guidelines in clinic packet)
 - v. Write DQ slip, including all pertinent information.
 - vi. Notify the swimmer at the end of heat (or as directed for that meet)

1. Communications with Swimmers
 - i. Friendly, compassionate
 - ii. "You disqualified yourself by..."
 - iii. Inform, don't coach

3. Confirmation/Inquires-the Referee or his/her designee may question you regarding a call. Do not take this as a rebuke. Referees often need to get more information, and may want to know what you saw, where you saw it and what rule was broken. This is, and should be, a common practice.

A. Inquiries from parents/coaches

1. Parents- politely asks them to ask their child's coach if they have any questions.
2. Coaches-if they just want to be informed as to what the call was, feel free to tell them as you have time. If they want to discuss the infraction, in any way, politely ask them to talk to the Referee.

II. Swimming

A. Stroke and Turn-you will need to know and understand all the applicable rules for each stroke as outlined in the S/t Clinic Packet.

1. Butterfly
2. Back
3. Breast
4. Free

A. Other

1. Relay's
 - i. Order of strokes
 - ii. Finish rules at end of each stroke
 - iii. Freestyle-stroke other than 157 three
1. Relay Early take Off Judging
 - i. Toenails to fingernails
 - ii. Dual confirm procedure
 - iii. Positioning
1. Individual Medley
 - i. Order of strokes
 - ii. Finish rules at end of each stroke
 - iii. Freestyle-stroke other than 1st three
1. Swimmers with a Disability-Referee will inform you if a swimmer in your lanes has a disability.