

SFST Meet Marshal Guidelines

- A. Attire
 - 1. Wear Orange Vest found in Meet Marshal Box (near timers table) or t-shirt, so you are clearly visible.

- B. Coach & Official Verification (hard copy or electronic)
 - 1. Check USA Swimming Membership Card
 - a. Ensure date current and valid.
 - 2. Deck Pass Online Card
 - a. All dates valid (green in color).
 - 3. Give them paper wrist band found in Marshal's Box
Recommend they leave it on all weekend (not enough for everyone to get 3).

- C. Meet Safety
 - 1. Arrive 15 minutes prior to warm-ups. Warm-ups should not start without the Meet Marshals on deck.
 - 2. Should have at least 1 male and 1 female Marshal per session.
 - 3. During warm-ups, one marshal is positioned at the start stand corner of the pool, the other diagonally across the pool.
 - 4. No diving/jumping in during general warm-ups, slide into the pool!
 - 5. Lane approved for starts:
 - a. Remove cones from blocks and then diving allowed.
 - b. Must swim to end of the pool, cannot exit mid-pool.
 - c. Place cones back on blocks at end of warm-ups until meet starts.
 - 6. Confirm Swimmers are circle swimming to avoid collisions.
 - 7. A meet marshal must be stationed at the warm-up pool at all times during a meet if one is being utilized.
 - 8. Reminder no cell phones during duty.

- D. Injuries
 - 1. For injuries, there is a first aid kit in the Meet Marshal box with some supplies. The lifeguard room at the west end of the pool (past the party rooms) also has disposable ice packs and band aids.
 - a. We have put Midco lost and found towels on bulk heads during warm-ups to help decrease skinned knees/elbows, just collect after warm-ups. Have used Midco's dryer to dry them before next round of warm-ups.
 - 2. Incident reports are required for a notable injury (more than minor scrapes).
 - a. Located in the Meet Marshal's box and requires details of the incident.

- b. Older swimmer or parent needs to sign once complete.
- c. Turn in to folder in room behind timer's table/alert meet director.
- d. Advise Midco of total incident reports at the end of the meet.

E. Midco Rules

1. Swimmers, coaches, officials and timers are only ones on deck.
2. Patrol pool deck to ensure swimmers are not eating food on deck. (Only fuel bag contents)
3. Discourage spectators from saving seats in viewing area.
4. Direct swimmers to camp on deck or outside, not viewing area.
5. Walk through locker rooms to confirm all is well.
6. Walk through camping areas outside to confirm all is well.
7. Registered swimmers are not allowed in recreational pool without paying daily admission.

F. Meet Results

1. Check with timer's table for meet results throughout meet and post 2 copies. (1 behind viewing area upstairs and 1 behind diving blocks on pool deck)

G. For more details regarding Meet Marshals, please refer to:

<https://www.usaswimming.org/docs/default-source/risk-management/safety-and-operational-risk/meet-marshall-training-guide.pdf>