

	<h2>Policies and Procedures</h2>	
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## 1. POLICY OVERVIEW

- 1.1. Sections two (2) and three (3) give general information applicable to the entire policy.
- 1.2. Section four (4) establishes the intent of UTSI to encourage the full inclusion of athletes with disabilities.
- 1.3. Sections five (5) through seven (7) set forth policies specifically applicable to adaptive swimming and the full inclusion of athletes within competition.
- 1.4. Section eight (8) lists documents and forms applicable to this policy

- 1.5. Sections nine (9) and ten (10) outline administrative procedures and responsibility for ongoing policy implementation and dissemination.

## 2. PURPOSE OF POLICY

- 2.1. The mission of adaptive swimming is the full inclusion of athletes with disabilities in USA Swimming programs. Through the authority of the USA Swimming Rules and Regulations, Utah Swimming Inc. encourages athletes with disabilities to participate and compete in a USA Swimming program.
- 2.2. The purpose of this policy is to inform athletes, meet, and club leaders on ways one might accomplish this full inclusion.

## 3. DEFINITIONS

- 3.1. **Athlete:** Currently registered Athlete Member in good standing with USA Swimming and Utah Swimming.
- 3.2. **Athlete with a Disability:** A person that has a permanent physical or mental impairment that substantially limits one or more major life activities. (Adopted from USA Swimming)
- 3.3. **Championship Meets:** The UTSI Championship Meets are Utah Short Course Age Group Championships, Utah Short Course Senior Championships, and Utah Long Course Championships. Other meets may be designated as such by the UTSI Board and use UTSI Championship procedures.
- 3.4. **Championship Meets (Out-of-State):** USA Swimming Olympic Team Trials, USA Swimming Junior National Championships, USA Swimming National Championships, U.S. Open, Pro Series, National Disability Championships, USA Futures Championships, Speedo Championship Series meets, the Western Zone Championships and any other competition approved by the UTSI Board of Directors. Other meets must be approved by the UTSI Board of Directors before the start of the meet.
- 3.5. **Club:** Currently registered as a club of USA Swimming and Utah Swimming. The Club and all non-athletes listed in the club portal or club application must be in good standing with USA Swimming and Utah Swimming with no requirements missing, "Not Met" or expired.
- 3.6. **Coach or Coach Member:** Currently registered Coach Member of USA Swimming in good standing with no requirements missing, expired or "Not Met."
- 3.7. **Disability:** A permanent physical or mental impairment that substantially limits one or more major life activities. (Adopted from USA Swimming)
- 3.8. **In Good Standing:** See *Membership* Article of Utah Swimming Bylaws for guidelines regarding membership status.
- 3.9. **LSC:** Local Swim Committee, the regional governing body for USA Swimming. The LSC for the state of Utah is Utah Swimming.
- 3.10. **Meet Director:** As defined by USA Swimming. Key points: This person is named in the meet announcement. They represent the meet host organization and seek a sanction from the LSC when preparing a meet. This person also files a meet report with the LSC after the meet.
- 3.11. **Meet Referee:** As defined by USA Swimming. Key points: This person may, or may not, be affiliated with the meet host organization. The referee files a meet report with the LSC Officials Chair after the meet.

- 3.12. **USA Swimming:** USA Swimming, Inc., a Colorado nonprofit corporation which is the national governing body for the United States for the sport of swimming.
- 3.13. **UTSI:** Utah Swimming, Inc. A Utah not-for-profit corporation.

#### 4. ATHLETES WITH DISABILITIES ENCOURAGED TO PARTICIPATE

UTSI encourages swimmers with disabilities to participate in all its competitions including its championship meets. The athlete, the athlete's coach or the athlete's assistant must contact the host club Meet Director to advise of any specific accommodations required.

#### 5. COMPETITION ACCOMODATIONS

##### 5.1. Special Seeding

If special seeding accommodations are requested, the Meet Director will contact the Meet Referee who will provide guidance regarding seeding the athlete.

##### 5.2. Waiving of Qualifying Times

5.2.1. **REGULAR SEASON:** In regular season meets, athletes with disabilities need not have achieved qualifying time standards to compete. The Meet Referee shall have the authority to accommodate the swimmer without substantial impact of the meet timeline.

5.2.2. **CHAMPIONSHIP MEETS:** In Championship Meets an athlete with disabilities may enter with the permission of the Meet Director and Meet Referee. Accommodations may be made as in a regular season meet.

##### 5.3. Reduced Distance

A meet referee may allow athletes with disabilities to compete by swimming a shorter distance within a longer race.

##### 5.4. Seeding by Time Rather Than Age

A meet referee may allow athletes with disabilities to compete in events where the athlete's age does not conform.

#### 6. VALIDATION OF EVENT TIMES

In all instances coaches must be cognizant of an athlete's need to have event times validated so they may participate at higher-level competitions.

If an athlete with a disability competes in a longer race by swimming a shorter distance, the time is recorded as the actual legal distance swum.

#### 7. TRAVEL AND EXPENSE REIMBURSEMENT

Athletes with Disabilities who achieve individual cuts and attend a qualifying national level meet and meet other current Travel and Expense Reimbursement policy requirements are eligible for reimbursement of travel expenses. ~~to~~ Qualifying meets include national level competitions for Paralympics and Special Olympics, such as the Disability Championships. Reimbursement is managed by the UTSI Diversity, Equity, and Inclusion Chair or designee, as outlined in the current UTSI travel and expense reimbursement policy for athletes.

## 8. RELATED DOCUMENTS AND FORMS

### 8.1. Information Form for Swimmers with a Disability

Available on UTSI website

### 8.2. Adaptive Athlete Reimbursement Form

Available on UTSI website

### 8.3. Additional Information and Links

Available on UTSI website

## 9. NOTIFICATION

- 9.1. The Diversity, Equity, and Inclusion Chair or designee will ensure that notification of this policy is sent to each club at least annually.

## 10. DISSEMINATION OF POLICY AND UPDATING

- 10.1. Policy will be posted on the UTSI website
- 10.2. Related documents and forms will be posted on the UTSI website
- 10.3. The Diversity, Equity, and Inclusion Chair or designee, will ensure that related documents and forms are updated and posted on the website at least annually and whenever this policy is updated.
- 10.4. Annually, the Diversity, Equity, and Inclusion Chair or designee, will review this policy and update as needed with board approval.

CHANGE LOG				
Version	Date	Description of Change/Section(s)	Author or Editor	Authority
1	Pre-2014	Part of the 3/2014 Policies and Procedures Manual	Unknown	BOD
2	11-12-2019	Removal from 3/2014 P&P Manual and moved to new online P&P/Entire policy	Stan Crump & Cathy Vaughan	BOD
3	1-12-2021	Updated policy format, clarified administrative responsibility, and made minor grammatical and clarifying text corrections.	Ezra Silva & Cathy Vaughan	BOD