

## GOVERNANCE POLICIES FROM JANUARY 30<sup>th</sup> MEETING

1. Policy 602.5 - Repercussion for Club Non-compliance (club boards, head coaches) – If a club is not in compliance due to alerts on accounts of head coaches or club board members, swimmers will need to compete as unattached until the alerts are resolved.
2. Wording of per diem – All policies referencing per diem will be changed from \$60 to “the IRS per diem allotment for the location in which the meet is held as approved for the fiscal year and reported on the [GSA website](#).”
3. New Membership Category – An \$11 LSC fee (similar to the other annual registration categories) will be instituted in regards to the new membership category.
4. Warm-up Policy –

### **Maine Swimming Warm Up Policies and Procedures**

#### **A. WARM-UP PROCEDURES**

##### **1. General Warm-up at meets**

- a. NO DIVING allowed from the blocks or edge of pool. Swimmers must enter the pool feet first until that lane is converted to a sprint lane.
- b. No sprinting or pace work allowed until all swimmers in the lane AND/OR coaches agree to switch lane to a sprint lane or designated in the meet information..
- c. Feet first entry into pool from starting end of pool only, unless noted otherwise by the Meet Director and/or Meet Referee.

##### **2. Specific Warm-up lanes**

- a. Push/Pace Lanes - Push off 50's from starting end. Circle swim only. NO DIVING. Pace clocks must be turned off at the start of each session.
- b. Diving Lanes - Sprint lanes for diving from blocks or for backstroke starts in specified lanes at designated times. (One length only)
- c. General Warm-up Lanes - NO DIVING. Circle swim only.

#### **B. SAFETY GUIDELINES**

##### **1. Coaches Responsibilities**

- a. Coaches MUST instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets and practices or as directed by the Meet Director.
- b. Coaches MUST actively supervise their swimmers throughout the warm-up session at meets and all sessions.

##### **2. Host Team Responsibilities**

- a. Marshaling: A minimum of two (2) marshals, must be in place on deck before the start of warm up.
- b. If applicable, the host team shall provide signs for each lane at both ends of the pool, which indicate the designated use of that lane during warm-up.

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c. Warm-up times and lane assignments shall be emailed to all teams in attendance at least two days prior to meet start and posted at several locations around the pool area. The following statement shall appear in the meet information: “Maine Swimming, Inc. Safety Guidelines and Warm-up Procedures will be in affect at this meet.”

d. Warm up lanes and time changes shall be announced throughout the warm up(s).

e. Hazards in locker rooms, on the deck area or in areas used by coaches, swimmers, spectators, or officials shall be removed or clearly marked. Any wires or tripping hazards should be covered or taped to the floor.

f. The Meet Ref or their delegate must officially open the pool for warm up.

### **3. Miscellaneous:**

a. Coach must ensure backstrokers shall not start at the same time as a swimmer on the blocks.

b. Swimmers are required to exit the pool upon completion of their designated warm-up time in order to allow other swimmers their adequate warm-up time. The pool is not for visiting or playing during the warm-up session.

c. Warm-up procedures shall be enforced for any breaks scheduled during the competition. Coaches must observe swimmers at end of lane if the competition pool is being used for warm up/cool down during a break.

e. The meet host has the authority to restrict the use of equipment in all pools during all warmups.