



FLORIDA SWIMMING

CHIEF JUDGE

CLINIC PACKET



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Introduction

Florida Swimming now offers an opportunity for advancement and additional certification for the position of Chief Judge (CJ). CJ Certification is not required to act as a CJ at a meet nor for advancement from Chief Judge to Starter or Starter to Deck Referee.

Certified CJs should be used in that role at all FL meets when possible, but if they are not available Starters and/or Stroke & Turn Judges (ST) may be used as CJs. Certified (Florida or N2) CJs shall be assigned as the Lead Team CJ for all Florida Championship meets. Additionally, certified CJs will be given priority when space is limited for observation for National Certification in the role.

Florida Swimming Chief Judge Guidelines

General

The Chief Judge (CJ) is the S&T officials' supervisor and mentor and is responsible to the Meet and Deck Referees. This person is one of the keys to the smooth running of a swim meet. The CJ needs patience, the ability to listen and, when, necessary, ask questions, while giving encouragement and constructive feedback to those he/she supervises. Further, the CJ must

- Have common sense and a firm knowledge of the technical rules, deck protocol & meet announcement;
- Be flexible with the ability to think on one's feet;
- Be organized and a "team player";
- Be able to work with all levels of understanding within the officials, swimmers, timers, etc. and
- Be attentive and proactive, anticipating his/her next responsibility on the deck or in a meeting

From the USA Swimming Rule Book. Rule 102.13.1

***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, or, 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.*

Chief Judges are stationed around the pool to work with and watch the officials in their areas (usually ends or "quadrants" of the pool deck). At local meets, a minimum of two (2) CJ's, one at each end of the pool, are recommended, especially for any large invitational meet and meets in long course (50 meter) pools. The CJ position may be combined with another S&T assignment if necessary.

Requirements for Certification:

This certification is offered to current stroke and turn judges and starters. In order to become a certified Chief Judge, officials will meet the following requirements:

- Be eighteen (18) years old and have a current USA Swimming Membership with all requirements met;
- Be a certified S&T Official for six (6) months and work a minimum of eight (8) sessions as a S&T official prior to beginning a CJ apprenticeship;
- Attend a CJ Clinic;
- Apprentice at least twenty (20) hours on deck over at least five (5) sessions at no fewer than two (2) USA Swimming sanctioned meets;
- Be evaluated by at least two (2) different Meet Referees;
- Successfully give the stroke briefing for at least one (1) session (to be included in the evaluation);
- Successfully give the jurisdiction and protocols briefing for at least one (1) session (to be included in the evaluation);
- Make sure your mentoring meet referee signs (prints) their name, records the hours worked and notates the appropriate activities on the Chief Judge Application (form is included in the Appendix);
- Be recommended for Certification by the Meet Referee supervising the final apprenticeship session and
- Once completed and the referee has recommended that you be certified, email the Chief Judge Application to your area representative (the contact information is on the form and in the Appendix)

Note that, at present, there is no testing requirement for the CJ position as USA Swimming does not offer such testing.

Duties of the Chief Judge

If you are assigned as a CJ, you should be prepared to perform the following duties and responsibilities.

1. Before the Meet Begins:

- a) Meet with the Meet Referee to coordinate all duties the CJ will be expected to perform.
- b) Solidify the terminology the Meet Referee expects during the meet.
- c) Make sure of the jurisdiction and protocol the referees expect from the officials.
- d) Make sure all officials' equipment and supplies are working and in the right places.
 - 1) Officials' Heat Sheets
 - 2) Deck Change Slips
 - 3) No Show Slips
 - 4) Radios & Headsets
 - 5) Clip Boards
- e) Assigning Officials - Officials should be assigned with fairness to each athlete in mind
 - 1) Assignments should be made based on the number of officials signed in, the events in the session, the course and any physical limitations of the surroundings (see Appendix for examples).
 - 2) Each turn judge, when possible, should be assigned to watch the same number of lanes.
 - 3) If that is impossible, turn judges with fewer jurisdictional lanes should be advised to observe lanes out of their jurisdiction (e.g. 3 judges at the turn end of an 8-lane pool, one is assigned to lanes 1-3, one is assigned to 6-8, and one is assigned to lanes 4-5, and told to watch swimmers in lanes 3 equally, but not make calls in lane 3
 - 4) When used, each stroke (side) judge should be assigned to watch the same number lanes
- f) Attend/conduct the officials meeting/briefing
 - 1) Sign in sheets – the Referee may ask you to manage the sign in sheets for officials
 - 2) Conduct the Stroke Briefing
 - 3) Announce Assignments
 - 4) Explain Jurisdictions
 - 5) Deliver any other pre-meet instructions to officials
- g) The CJ may be asked to conduct stroke mini-clinics and answer officials' concerns before each session in the absence of the Referees.

2. Duties During the Competition:

The CJs are placed inconspicuously at opposite ends of the pool (if two are assigned) or in the four corners of the pool (if more than 2 are assigned). The CJ serves as the liaison between the deck referee and the S&T officials. In most instances the CJ will:

- a) Monitor the deck officials as they carry out their responsibilities
 - 1) Observe the S&T Judges positioning and adherence to protocols
 - 2) Confer with S&T Judge when a potential disqualification is signaled
 - 3) Inform the referee of the nature of the infraction and give his/her opinion as to whether it should be accepted (see item on processing a disqualifications below)
- b) Fill out the paperwork accurately
- c) Deliver instructions and messages from the referee, as well as materials (heat sheets, relay takeoff slips, etc.) to the S&T judges
- d) Inform affected swimmers, when possible, of their DQs
- e) Assist the referee in finding coaches to:

- 1) Report DQs when the swimmer has not been informed
- 2) Let them know of potential swim-offs involving their swimmers
- 3) Let them know of changes or proposed changes to the program
- f) Correcting Officials – politely discuss with officials any changes you would like them to make:
 - 1) If they are standing in the wrong place (too far back, unfair positioning, etc)
 - 2) If they move to view a particular swimmer (e.g. when there are empty lanes)
 - 3) If they appear to be inspectors rather than observers
 - 4) If they do not observe protocols (pointing at swimmers, describing the infractions with their hands, failing to raise their hands for observed infractions, etc.)
 - 5) Reassigning officials – If the referee wants to relieve an official or change his/her assignment, the CJ will ask the official – politely – to see the referee or move to another position.
- g) Additional considerations:
 - 1) The CJ's focus must be on the officials in his or her quadrant or end.
 - 2) During the freestyle events, judges may be seated provided they can still view their officials watching the turns.
 - 3) The CJ should be aware of how long their assigned officials have been on deck and should, as allowed, provide them with water, snacks and for their relief.
 - 4) If an official needs to be excused for any reason, the CJ's always have the responsibility to maintain equal coverage on the deck and may assign relief officials to the vacant position or may assume the vacant position themselves if necessary.

3. **Processing a Disqualification:**

- a) When noticing an infraction (the official has raised a hand to signal the potential DQ), the CJ should:
 - 1) Immediately alert the Deck Referee by two-way radio of a possible disqualification and at what position the infraction occurred, (e.g. “possible disqualification, stroke judge lane 1 or 8 side” or “possible disqualification, lane X start/turn end”).
 - 2) Move to the official with the raised hand while making the notification to the Deck Referee.
- b) Upon approaching the official, the CJ should immediately:
 - 1) Question the stroke or turn judge as to the nature of the infraction observed; have the official describe the possible infraction to you in his/her own words.
 - 2) Ask the official where he/she was when they observed the possible infraction, what his/her jurisdiction was and what the rule involved says.
 - 3) Ask the next questions to see if the official clearly knows what occurred (e.g., if the call is a one-hand touch, ask which hand, then ask where the other hand was, etc.).
 - 4) Don't put words in the official's mouth.
- c) After hearing the answers from the official, the CJ should:
 - 1) Report the infraction to the Deck Referee using correct terminology (the radio "protocol" is discussed in detail on Page 7 of this guide).
 - 2) Recommend to the Deck Referee that they accept the disqualification if all the information is correct or not accept the disqualification from the official if something was wrong with the information or jurisdiction.
 - 3) The decision to accept or reject a disqualification is the sole responsibility of the Deck Referee.
 - 4) If the decision to accept is made by the Deck Referee, The CJ will:
 - i. Fill out the disqualification (DQ) slip.
 - ii. Verify all the information is correct.
 - iii. Have the official making the call sign the DQ Slip.

- 5) Once the DQ slip is filled out, it is the CJ's responsibility to turn the slip into the Deck Referee on duty in a timely manner.
- d) The CJ should insure continued deck coverage during the discussion of the disqualification.
- e) It is the responsibility of the CJ at the finish end of the pool to notify the swimmer if the disqualification stands.
 - 1) It is recommended that the CJ call the swimmer to a position behind the seated officials to notify him/her of the disqualification.
 - 2) It is also the CJs' responsibility to notify the swimmers that if they do not agree with the infraction their coach has a right to talk with the referee about the call that was made. If a slip is filled out at the turn end of the pool, it is the CJ's responsibility to turn the slip into the Deck Referee on duty.
- f) In the event there is a false start or other non-stroke infraction, the CJ assigned at the starting area corner should process the DQ as above and notify the swimmer of the infraction.

4. **CJ Duties During Relays**

CJ's are often assigned to process the dual confirmation ballots used for Judging Relay Take-offs in addition to the other duties for individual events.

- a) The CJ collects the Relay Take-off Slips from the lane and/or side judges; the exact protocol should be determined by the Meet Referee and communicated to the CJ's.
- b) The CJ should state "Possible disqualification lanes (1-4 or 5-8)" on their radio if an official on the first collected slip has noted an early take off on his/her slip.
- c) The CJ then compares the Relay Take-off Slips to look for the dual confirmation of the early take-off by the officials assigned to cover the same lanes.
- d) As soon as a confirmation is noted, the CJ should state over the radio "Confirmed early take off, lane number X, swimmer number X" or, if there is no confirmation, the CJ should state "All clear lanes (1-4 or 5-8)" so the Deck Referee knows whether there is or is not a disqualification.
- e) If there is a confirmation, the Relay Take-off Slips must be turned over to the Deck Referee as well as the completed DQ slip.
- f) It is important, when notifying the team of the DQ, to tell the team which exchange it was, (e.g. 2nd swimmer or 1st exchange).
- g) The CJ should not notify the disqualified team until after the final swimmer has begun their leg of the relay.

5. **At the Conclusion of a Session or the Meet**

The CJ should:

- a) Thank every official appropriately for the generous contribution of their time to the meet.
- b) If asked, evaluate the performance of the stroke and turn judges within their jurisdiction.
 - 1) The observations should include the officials' execution of the protocol established for the meet, as well as the technical aspects of judging.
 - 2) The evaluation is meant to be educational and to point out where the official performed well and where improvement in certain areas will help the stroke and turn judge become more knowledgeable and continue to improve, as every one of the officials' crew should always be trying to do their best for the athletes.
 - 3) If there is a need to talk with an official about suggestions for improvement this should be done in a constructive manner in private not to embarrass or berate, but rather to educate.

6. **Other Considerations**

- a) Coordinating with other CJs
 - 1) Discuss areas of responsibility (e.g. who will watch which officials, who will talk to swimmers, etc.)
 - 2) Make sure everyone is on the same page about jurisdictions, assignments, relief, breaks, redeployment for various races, relay assignments, etc.)

- b) Talking to Swimmers
 - 1) If you are a chief judge at the start end of the pool, and if you were instructed by the referee either before the meet or at the time to do so, inform the swimmer of any accepted disqualification.
 - 2) Use the correct terminology from the rule book and do not embellish it or say things that might be seen as coaching the swimmer.
- c) Talking to Coaches (when instructed to do so)
 - 1) When instructed by the referee (either before the meet or at the time) report a DQ to the swimmer's coach. This may be because the swimmer wasn't informed.
 - 2) When instructed by the referee, you may find a coach or coaches to deliver messages about swim-offs, changes in the program, specific situations, etc.
- d) At a LSC or USA-S Championship level meet (and for local meets where possible), the CJ must have:
 - 1) A notebook or laptop PC with a printer
 - 2) Access to a copier
 - 3) A dedicated officials' briefing room

Radio Protocol, Etiquette and Usage Guidelines:

1. 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.

- a) 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.
- b) 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.

2. General Usage Protocols

- a) Radios are used strictly for efficiency and to quickly call in a disqualification to make sure that the swimmer(s) are notified clearly and in a consistent manner.
- b) All calls should be simple and clear. Use the language from the DQ slip or rules as a guide.
- c) Radios today have a "voice activated" switch which picks up any audible activity and can cause embarrassing situations; therefore, one should make sure to use the radios only in the "manual" mode and check for proper position before usage.
- d) Abusive language of any kind, in any language, should never be used on radios.
- e) Radios should never be used to:
 - 1) Call attention to a swimmer. This means that one official should not use the headset to ask other officials to observe a swimmer's stroke, turn or finish.
 - 2) Discuss a disqualification or any incident regarding the swimming competition.
 - 3) Talk about any coach, swimmer, volunteer or any situation dealing with meet operations.
 - 4) Tell jokes or off-color stories of any kind.

3. Suggested Radio Process for the Chief Judge, Chief Judges & Deck Referee

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

- a) CJ, upon see raised arm, should report "Possible disqualification, turn/start end, lanes # to #,"
- b) CJ, upon initial conversation with the S&T, should report "Confirming possible disqualification, turn/start end, event #, heat #, lane #" (this will allow the swimmer to be held until the process is complete)
- c) CJ, upon completing the conversation with the S&T, should report "Possible disqualification, turn/start end, event #, heat #, lane # for (State Infraction), recommend accept (not accept)"
- d) DECK REFEREE:
 - 1) For an accepted DQ at this point, the DR should reply "Accept disqualification for turn/start end, lane # for (Restate Infraction), please notify the swimmer."
 - 2) For a DQ that is not accepted at this point the DR should reply "Confirm non-acceptance of disqualification for turn/start end, lane #"
 - 3) If the DR wants/needs additional information at this point, the DR should reply "Possible disqualification for turn/start end, lane #, please get additional information/see me"
- e) For an accepted disqualification:
 - 1) FINISH END CJ (or S&T JUDGE) – "I will notify the swimmer."
 - 2) FINISH END CJ (or S&T JUDGE) – "Swimmer has been notified."
 - 3) DECK REFEREE – "Thank you."
- f) For a non-accepted disqualification, nothing more needs to be said
- g) If the DR has requested additional information, the process would continue either in person or over the radios until the accept/not accept decision is made, at which point the above protocol would continue to completions

NOTE: If the meet is being competed on more than one course, ***always*** identify the course at the beginning of the radio call.

Appendix

*The following information and forms are the items you will need to complete your apprenticeship.
Additional copies can be downloaded and printed from the FL Swimming web site.*

INSTRUCTIONS

SECTION 1-RECORD OF APPRENTICE SESSIONS/HOURS WORKED

1. Bring this from with you to all meets where you intend to apprentice. Introduce yourself to the Meet Referee and sign in as "CJ APP". You will be assigned to work with an experienced Chief Judge who will serve as your mentor during the session.
2. The Meet Referee or designee shall record the sessions and hours worked. Those hours generally correspond to the session's duration. To be certified as a Chief Judge you must apprentice at least 20 yours on deck at no fewer than 2 USA Swimming sanctioned meets. You must also have been mentored by at least 3 different USA Swimming certified Chief Officials.
3. Mentors/Referees please remember to print your names.

SECTION 2-APPRENTICE ACTIVITIES

Apprentices should experience all facets of the Chief Judge position. Meet Referees should insure that apprentices accompany mentors who are assigned to the various positions on deck. Mentors should check off each activity experienced by the apprentice during the session. Only the first such time need be recorded.

SECTION 3-MENTOR COMMENTS

1. While not mandatory, mentors should provide feedback, both verbal and written, to their apprentices. Use this section to comment on the apprentice's progress and note any additional work needed. You can use the following check list in drafting your comments:

- ✓ The apprentice exhibited an understanding of the role of the Chief Judge.
- ✓ The apprentice understood the rules and procedures in use.
- ✓ The apprentice exhibited the appropriate demeanor.
- ✓ The apprentice was attentive.
- ✓ The apprentice observed and/or reported infractions to me.

SECTION 4-DESIGNATED REFEREE REVIEW

The Graduation Outline can be found on the last 2 pages of the Chief Judge Clinic Packet.

GENERAL INSTRUCTIONS

Upon completion of the certification requirements email a copy of this form to your area representative.

AREA	REPRESENTATIVE	EMAIL
1	John Dupee	johndupee@bellsouth.net
2	Bart Smith	bls9714@yahoo.com
3	Deanna Kaufman	deanna.kaufman@outlook.com
4	Carl Moore Jr	camoorej@ yahoo.com
5	Jen Seluk	tribeseluk@comcast.net
6	Dave Nesper	dnesper68@gmail.com

SECTION 3-MENTOR COMMENTS

Mentor Initials	
Date	

Mentor Initials	
Date	

Mentor Initials	
Date	

Mentor Initials	
Date	

Mentor Initials	
Date	

SECTION 4-DESIGNATED REFEREE REVIEW

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| 1. Graduation Review Outline was completed with me: | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. This person feels they need more deck time before being certified: | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. I feel this person needs more deck time before being certified: | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. It is my opinion that this person is ready to be certified as a Chief Judge: | <input type="checkbox"/> | <input type="checkbox"/> |

Signed: _____ Date: _____

CHIEF JUDGE APPRENTICE STUDY GUIDE & GRADUATION REVIEW OUTLINE

I. General

- a. Professionalism
- b. Attentiveness to Duties
- c. Proper Appearance
- d. Check-in with Meet Referee upon arrival at the pool
- e. Promptly begin the Officials' Meeting as announced

II. Equipment

- a. Rule Book
- b. Clipboard
- c. Pens/pencils
- d. Forms:
 - i. Officials' Sign-in
 - ii. Deck Organization (Assignments)
 - iii. Disqualification
 - iv. Relay Take-off
 - v. No Show (if req'd)
 - vi. Deck Seed (if req'd)
- e. Radio
- f. Locate and have Available as needed:
 - i. Heat Sheets
 - ii. Watches
 - iii. Additional Clipboards
 - iv. Timers' Sheets
 - v. Lap Counters/Bells
 - vi. Hospitality & Refreshments
 - vii. Distance Event Count Sheets

III. Jurisdictions, Positioning & Procedures

- a. Set by Meet Referee
 - i. Short Course vs. Long Course
 - ii. Start End vs. Turn End
- b. Observing officials
 - i. Stand in an inconspicuous spot where you can watch officials under your jurisdiction
 - ii. Watch the officials, not the pool
- c. Correcting Officials – politely discuss with officials any changes you would like them to make:
 - i. If they are standing in the wrong place (too far back, unfair positioning, etc)
 - ii. If they move to view a specific swimmer (e.g. when there are empty lanes)
 - iii. If they appear to be inspectors rather than observers
 - iv. If they do not observe protocols (pointing at swimmers, describing the infractions with their hands, failing to raise their hands for observed infractions, cheering for swimmers, etc.)
- d. Reassigning/relieving judges

IV. Clarity and accuracy in reporting DQ's

- a. When an official raises his/her hand to signal a possible infraction, immediately acknowledge him/her so that he/she can put their hand down
- b. Immediately notify the referee of a possible infraction and identify the lane(s) involved.
- c. Promptly move to the judge and inquire as to the infraction
 - i. Obtain a description of the infraction observed from the judge
 1. Have the judge describe the possible infraction to you in his/her own words.
 2. Ascertain where the judge was when he/she observed the possible infraction
 3. Judge's jurisdiction
 4. What is the rule that was violated
 - ii. Ask the next questions to see if the official clearly knows what occurred (e.g., if the call is a one-hand touch, ask which hand, then ask where was the other hand, etc.).
 - iii. Don't put words in the official's mouth
 - iv. Report the possible infraction to the DR, in detail, using the correct terminology. Again, don't paraphrase or embellish on what was related to you
 - v. Offer your recommendation as to whether the disqualification should be accepted and why.
 - vi. If accepted by the DR, write up the DQ slip
 1. Fill out paperwork accurately
 2. Double check name, lane and heat
 3. Do not cross out, start over
 4. Have the official making the check it and sign it/initial it/etc. (referee establishes protocol)
 5. Promptly send it to the referee for signature
- d. Do not make calls yourself unless you are acting as a S&T official at the time.
- e. You may be asked to process and /or inform a swimmer that they were disqualified for non-stroke and turn violations
 - i. False start (Rule 101.1), starting before the start signal is given
 - ii. Delay of meet (e.g. getting on the block after field has been asked to "take your mark")
 - iii. Interference, unsportsmanlike conduct, etc.

V. Talking with Coaches and Swimmers

- a. Coaches
 - i. When instructed by the referee (either before the meet or at the time) report a DQ to the swimmer's coach. This may be because the swimmer wasn't informed.
 - ii. When instructed by the referee, you may find a coach or coaches to deliver messages about swim-offs, changes in the program, specific situations, etc.
- b. Swimmers
 - i. Inform the swimmer of any accepted disqualification if you are a chief judge at the start end of the pool and were instructed by the referee either before the meet or at the time to do so
 - ii. Use the correct terminology from the rule book and don't embellish it or say things that might be seen as coaching the swimmer.

VI. Post Session

- a. Assist Deck Referee in collecting necessary documents
- b. Collect items issued to judges/timers as instructed
- c. Thank officials in your jurisdiction
- d. Begin preparations for next session

GUIDELINES FOR ASSIGNING OFFICIALS

- Officials should be assigned with fairness to each athlete in mind.
 - Each stroke judge should be assigned to watch the same number lanes.
 - Each turn judge, when possible should be assigned to watch the same number of lanes.
 - If that is impossible, turn judges with fewer jurisdictional lanes should be advised to observe lanes out of their jurisdiction (e.g. 3 judges at the turn end of an 8-lane pool, one is assigned to lanes 1-3, one is assigned to 6-8, and one is assigned to lanes 4-5, and told to watch swimmers in lane 3 equally, but not make calls in lane 3).
 - Assignments should be made based on the number of officials signed in, the events in the session, the course and any physical limitations of the surroundings.
- Example Scenarios
 - Scenario #1 - 13 S&T judges in an 8-lane short course pool capable of walking the course on both sides, you should assign:
 - Two chief judges (1 at each end)
 - Eight turn judges (4 at each end)
 - Two stroke judges (1 on each side)
 - One relief judge
 - Scenario #2 - 13 S&T judges in an 8-lane long course pool capable of walking the course on both sides and session has 50-meter events, you might choose to assign:
 - Two chief judges (1 at each end)
 - Four turn judges (2 at each end)
 - Four stroke judges (2 on each side),
 - Lead/lag protocol in use
 - One can be walking back from the prior heat while the other works the current heat for the 50-meter events
 - Three relief judges (1 for each end and 1 for the sides)
 - One or two order-of-finish judges for the 50-meter events from amongst the “off deck” officials at that time as the starter, to whom the position is normally assigned, will not be at the finish end
 - Scenario #3 - Same officials and pool as in Scenario #2 above, but no 50-meter events, you might choose to assign
 - Two chief judges (1 at each end)
 - Four turn judges (2 at each end)
 - Four stroke judges (2 on each side),
 - Lead/lag protocol in use
 - One can be walking back from the prior heat while the other works the current heat for the 50-meter events
 - Three relief judges (1 for each end and 1 for the sides)

- Scenario #4 - Same officials, pool and events as in Scenario #3 above, you might choose to assign:
 - Two chief judges (1 at each end)
 - Six turn judges (3 at each end)
 - Four stroke judges (2 on each side),
 - Lead/lag protocol in use
 - One can be walking back from the prior heat while the other works the current heat for the 50-meter events
 - One relief judge
- Scenario #5 - 13 S&T judges in an 8-lane *long* course pool that is *not* capable of walking the course on both sides and session has 50-meter events, you might choose to assign:
 - Two chief judges (1 at each end)
 - Eight turn judges (4 at each end)
 - Three relief judges (1 for each end and 1 for the sides)
 - One or two order-of-finish judges for the 50-meter events from amongst the “off deck” officials at that time as the starter, to whom the position is normally assigned, will not be at the finish end

NOTE: No stroke judges should be assigned when either side of the pool is unavailable to the walkers (e.g. 25-yard course at one end of a 50-meter pool with no bulkhead, a water slide and/or an “L” on one side of the pool).
- In Scenarios 2, 3 and 4 above, the same number of officials in the same course were assigned different ways
 - You may choose to move officials within the session depending on the event (2 stroke judges for 100s or 50 backstrokes, 4 stroke judges for 50 breaststroke and butterfly, 4 stroke judges lead lag for longer stroke events, no stroke judges for freestyle events)
 - No judges were assigned to 15-meter marks.
 - Chief judges, stroke judges or “off duty” judges in freestyle events should watch 15 meters under these scenarios.
 - When possible 15-meter marks should be judged.
- Additional Considerations
 - Creativity should be used when assigning officials when very few show up.
 - Care should be used to “balance the deck” to make certain to fairly cover the entire competitive course
 - The starter and chief judges may be used as S&T officials when the number of S&T Judges is insufficient to provide full coverage of the pool (by rule, the deck referee may only serve in that position).
 - Relays may require redeployment of officials.
 - Relay takeoff judges should not be asked to judge other infractions (unless you do not have enough officials to assign anyone to be a takeoff judge exclusively).
 - The starter and chief judges may be used along with redeployed S&T officials.
 - The on-duty deck referee *cannot* be assigned to judge relay takeoffs (for the same reason he/she cannot be assigned as a S&T Judge above).