

# KYLSC RADIO PROTOCOL AND USAGE GUIDELINES

## GENERAL USAGE

1. Radios are to be used to:
  - Report an infraction or additional infraction information
  - Conduct meet business including safety incidents, injuries, equipment failures, and other meet-specific information critical to the operation of the meet
2. Do not use the radios to:
  - Call attention to an athlete, volunteer, aquatic staff member, coach or spectator
  - Transmit any information that could be misconstrued as being "unprofessional" in nature
3. Do not speak or use the radio during the starting sequence, beginning with the short whistles and ending after the starting signal sounds and swimmers are in the water

## RADIO CHECK

The chief judge (or a designated CJ if more than one) needs to perform a radio check prior to the start of each session. To do so, the CJ should have a list of those with radios (DR, CJ, AO) and call their names one at a time saying, "**Radio check (insert name).**" Once the person responds, do a radio check for the next person. Resolve issues with bad radios ASAP.

## PROTOCOL FOR REPORTING AN INFRACTION

**Chief Judge:** While walking toward the official with a raised hand say, "**Possible disqualification start/turn end/stroke side \_\_, lanes \_\_\_\_, pool (if separate pools).**"

**Referee:** Says nothing; makes a notation on his/her sheet

**Chief Judge:** Once you reach the official, ask the lane and **radio to DR immediately** saying, "**Lane \_\_**"

**Referee:** Says nothing; marks the lane on his/her sheet

**Chief Judge:** Then ask the official to describe the possible infraction. Once you are sure an infraction has been made, report it saying, "**Possible disqualification event \_\_ heat \_\_ lane \_\_.** *Then describe the infraction using the rule book/DQ slip language. If you are satisfied with the call, state: "I recommend you accept the call."*

- Keep the description brief, but be prepared to answer any questions from the Referee.
- Receive confirmation from the DR that they heard and accepted the call before writing the DQ slip

If you are NOT satisfied with the call after discussion with the official (no rule infraction, not in jurisdiction, or official rescinds call), say, "**Possible disqualification event \_\_ heat \_\_ lane \_\_**" *with the description, but followed by "I do not recommend acceptance."*

**Referee:** Asks questions and/or says, "**I will accept (or not accept) the disqualification for event \_\_ heat \_\_ lane \_\_ for \_\_\_\_ (describe rule infraction).**"

**Chief Judge:** After notifying the coach of the DQ, radio in, "**Event \_\_ heat \_\_ lane \_\_ coach notified.**"

**Referee:** "Thank you"

## PROTOCOL FOR RELAYS

After the 4<sup>th</sup> swimmer of the last team leaves the blocks, check with early take-off judge. If there is not an "X" on the slip indicating a possible early take-off:

**Chief Judge:** Report "**Lanes \_\_ to \_\_ are clear.**"

**Referee:** When all lanes have been reported in, say "**Lanes \_\_ to \_\_ are all clear**"

If there is an "X" indicating a possible early take-off, CJ collects the slips, and while walking over to the other judge say,

**Chief Judge:** "**Possible early take-off lane \_\_.**" Then collect and examine the other slip.

- If both slips have matching "X", report "**Dual confirmation early take-off event \_\_ heat \_\_ lane \_\_ swimmer # \_\_, recommend disqualification**"
- If the second slip does not have an "X", report "**Lanes \_\_ to \_\_ clear**"

**Referee:** "**I will accept/confirm the disqualification event \_\_ heat \_\_ lane \_\_ swimmer \_\_ for early take-off.**"

**Chief Judge:** After notifying the coach of the DQ, radio in, "**Event \_\_ heat \_\_ lane \_\_ coach notified.**"

**Referee:** "Thank you"