1. **Video Introduction and Welcome**

2. **Presenters:**
   - Debby Fleisch  debfleisch@gmail.com
   - Robyn Peterson  robynpeterson@gmail.com

3. **Uniform:**
   - Navy shirt (preferably a golf style), Khaki pants, shorts or skirt. NO Levi’s please. Closed toe white “deck friendly” shoes.

4. **Video overview** of officials Responsibility to the Sport, Rule Book

5. **Officials and their duties, Meet Management, Timing and Judging, Scoring**

6. **Swimming events Video:**
   - Backstroke,
   - Breaststroke,
   - Butterfly,
   - Freestyle,
   - Individual Medley,
   - Relays

7. **2019-20 Power Point** on Rules and Editorial changes, Points of Emphasis

8. **Referee:** Duties and responsibilities

9. **Starter:** Take your mark

Remember there are many people available to answer questions. You can contact any of the above presenters or the area representatives below. There is also a lot of information on the [www.uhsaa.org](http://www.uhsaa.org) website, and the [www.nfhs.org](http://www.nfhs.org) website. The NFHS has put together a Swimming Officials’ Guidelines Manual as a help for officials, go to [https://www.nfhs.org › 2019-20-swimming-officials-guidelines-manual-final](https://www.nfhs.org › 2019-20-swimming-officials-guidelines-manual-final).

Relay take off forms and 500 counter sheets, disqualification log, Officials sign in & Referee Report Roster, and Final Meet Results Cover Page can be found on [www.uhsaa.org](http://www.uhsaa.org) swim page. Officials, e-mail addresses, phone numbers and results from meets are also available on the Utah High School website [www.utswimcoach.com](http://www.utswimcoach.com). [www.HostGreatMeets.com](http://www.HostGreatMeets.com) Is another great site with helpful information that Cathy Vaughan has put together, search “high school” to pull up high school information.

We are here to help you so you can help the athletes.

Debby Fleisch  debfleisch@gmail.com  Salt Lake / Park City
Robyn Peterson  robynpeterson@gmail.com  Utah County/North Salt Lake/Emery/Moab
Cathy Vaughan  cathvaughan@gmail.com  Utah County
Adam Caldwell  adam@binghamsnow.com  St. George
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Teri Rhodes  t.rhodes@aggiemail.usu.edu  Logan
Paul Welch  Pwelch@westech-inc.com  North Salt Lake

In Utah High School diving has been removed as a sport.

New interpretations in situation play rulings and situations brought up to date with the new rules are shaded in your rule book.

NOTE: “SHALL” DENOTES MANDATORY

Rules 3-3-1, 3-3-2, 3-3-2 PENALTIES, 3-3-3, 3-3-4, 3-3-4 PENALTIES – Rule 3-3 was reorganized to specify penalty protocol for uniform violations. All current language addressing suit coverage was moved to 3-3-2. The penalty associated with this rule was written to provide clear indication that the coach of the competitor should be notified when a violation of the coverage requirement has occurred. In the case of suit construction and cap violations, for practicality and concerns over delay of meet, the officials may communicate with either the competitor or coach.

8-1-7, 8-2-1g, 8-2-2h, 8-2-3g, 8-2-4e, 8-3-5 – A legal finish now requires the competitor to contact either the touchpad or the finish end according to the finish rules pertaining to the stroke being swum. The rule no longer requires the touchpad to be contacted by the swimmer when electronic timing is used. This change reiterates that a competitor should not be disqualified when the touchpad is not activated or when the swimmer does not physically touch the pad. The competitor has legally completed the race if he/she touches the touchpad or the finish end. The new rule also allows for situations in which pools may not have access to touchpads that stretch the entire width of the lane or in which touchpads may slip off during the course of a race. In those cases, the competitor legally finishes the race by contacting the finish end.

**PowerPoint slide #21**

Rule 1-1-1: The end walls are the walls perpendicular to the race course.

When competitor makes contact with the touchpad or end wall in accordance with the requirements of the stroke being swum, the race is completed. Contact with the end wall is interpreted as contact with any structure at the end of the course (deck wall above the gutter, starting block, back of the gutter). There are a variety of pool configurations, and end walls. If some part of the end wall is contacted, and the touchpad is not activated, timers should use backup watch times. Timers shall not stop their watches until the competitor touches the touchpad, end wall or any solid structure at the end of the course.

*Use backup times:*

- A swimmer touches a non-sensitive area of the touchpad
- A swimmer touches the touchpad but not hard enough to activate the touchpad
- A swimmer misses the touchpad but touches the end wall in accordance with the stroke
- A swimmer touches the end wall above the gutter and touchpad
- A swimmer touches the starting block wall above the gutter and touchpad
- A backstroke swimmer finishes in the recessed portion of the gutter
Preventing Shallow Water Blackout

▪ How to Avoid Shallow Water Blackout
  • Never hyperventilate
  • Never ignore the urge to breathe
  • Never swim alone
  • Never play breath holding games
  • No repetitive underwater laps

The rules for NFHS swimming and diving exist to ensure fair competition in a positive, safe and healthy environment. Consequently, the NFHS Swimming and Diving Rules Committee recognizes concerns that have been raised over instances of shallow water blackout, otherwise known as hypoxic blackout, which can affect swimmers of all experience levels. Shallow water blackout is a potentially fatal condition that causes a swimmer to lose consciousness while under water. Shallow water blackout can be prevented through education, awareness, and understanding of the dangers of breath-holding. For further information, visit www.shallowwaterblackoutprevention.org

Suit Coverage
Suit coverage continues to be a focus of administrators, coaches, and officials, and competitors. While the rule itself has not changed, language addressing coverage and the protocol for addressing violations has been reorganized in the rules book. In addition, pre-meet coaches and athlete meetings have been mandated, which is an opportunity for the coach to verify that his/her athletes are properly and legally equipped AND an opportunity for captains/peers to consult with their teammates to assure suits and caps meet rule guidelines. It is recommended that coaches address suit coverage with parents and athletes during their pre-season meetings, to specify that suits should be worn as the manufacturer has intended and that athletes purchasing personal suits for competition only obtain suits that comply with NFHS rules regarding appropriate coverage as well as design and decoration.

Accommodations for Students with a Disability

  • Updated language for hearing and visual impairments;
  • Updated images of official’s signals for forward and backstroke starts;
  • Updated images of modified starting positions;

Language and official signals regarding the inclusion of students with a disability have been updated and will be available in the 2019 NFHS Swimming Officials Guidelines Manual. Included are updated images of officials signals for the forward and backstroke start as well as images for modified starting positions. Specific accommodations for visually impaired and hearing-impaired competitors are also provided in this publication.

Sub-Varsity Participation

The policy permitting state associations to modify events and distances for non-varsity competition remains in effect (5-1-1 NOTE 1). States have the authority to shorten/lengthen distances and add other events in non-varsity competition. NFHS playing rules are written specifically for varsity competition. Modifications for levels other than varsity are at the discretion of the state association.
Pre-Meet Conference

The mandatory pre-meet conference as applied to large championship or multi-meets can become problematic in some contexts, particularly in large meets. The pre-meet conference is a time to review meet procedures, special instructions and any unusual pool conditions. A comprehensive list of items to be covered is included in Appendix G of the NFHS Swimming Officials Guidelines Manual. State associations may determine an alternative method or methods of communication in situations where the size of the meet makes a pre-meet conference impractical. State associations are encouraged to provide appropriate policy direction for officials and meet administrators in assuring that the stated purposes for this conference are fulfilled and that both coaches and athletes are fully informed and prepared for the ensuing competition.

Suggested guidelines for Starter’s protocols – Page 98-99

No-recall protocols – Page 99

Suggested protocols for electronic relay judging equipment – Page 100

Suggested guidelines for management of concussion in sports – Page 103

General guidelines for sports Hygiene, skin infections and communicable diseases – Page 105

Officials Code of Ethics – Page 108

UHSAA letter to USCA coaches 2017-18

9. Meets …. Host school may allow unlimited entries or run extra heats of certain events, giving more swimmers opportunity to compete. Rule 3.2.c scratch out “equally provided for both teams.”
Key points to remember for each stroke

**Breaststroke**
Start: Forward start must be used
Stroke: Body kept on breast  
  - On the start and turn, one arm stroke beyond the hipline may be made while underwater
  - Stroke cycle is one arm pull and one leg kick in that order
  - Simultaneous arm movement in the same horizontal plane
  - Head must break surface at widest part of the second arm pull
  - Recovery by the hands from the breast-on, under, or over the water
  - Elbows under the plane of the water except for the last stroke before turn or finish
  - Some part of the head must break the water surface sometime during each stroke cycle of one
  - Arm pull followed by one leg kick.

Kick:  
  - Simultaneous vertical and horizontal movements of the legs
  - Feet turned out during propulsive part of the kick
  - No alternating, scissors or downward butterfly kick except for the single butterfly kick
  - that is permitted any time before the breaststroke kick after the start and each
  - turn. It must be followed by a breaststroke kick.

Turns/Finish: Simultaneous 2 hand touch at, above, or below the water surface, on the end wall or touch pad.  
  - Head may be submerged at turn or finish provided it breaks the surface during the last complete
  - or incomplete stroke cycle prior to touch. Stacked hands are **Legal** for turns and finishes.

**Butterfly**
Start: Forward start must be used
Stroke: Body kept on breast  
  - Multiple kicks are permitted but first arm pull must bring swimmer to the surface
  - May be submerged after start and each turn for not more than 15 meters where the
  - head must break surface.
  - Arms brought forward over water and pulled back simultaneous

Kick:  
  - Simultaneous up and down movement
  - No alternating, scissors, or breaststroke kicking movements

Turns/finish: Shoulders at or past vertical toward the breast when the feet leave the wall.
  - Simultaneous 2 hand touch at, above or below the water surface on the end wall or touch pad.

**Backstroke**
Start: In water facing the end wall with both hands on the gutter or starting grips
  - Feet/toes may be above the water but may not be in, on or above lip,
  - or curled over the gutter at any time before or after the start
Stroke: Any style as long as the swimmer remains on the back
  - Swimmer must break the surface throughout the race except the swimmer may be
  - submerged after the start and each turn for not more than 15 meters when the head
  - must break the surface of the water

Turns: After the backstroke flag the swimmer may go past vertical to the breast and may utilize a single or
  - double arm pull, or in the absence of such pulls, by an upward or downward, underwater movement of
  - the head, no additional arm pulls may be started, kicking and gliding into the turn is permitted, the
  - swimmer may complete their touch while on the stomach or do a flip turn. Reaching for the wall for the
  - touch while on the stomach is permitted; this is recovery of the arm pull not a second pull. When the
  - feet leave the wall, the swimmer must be past vertical towards the back. If the swimmer does not touch
  - the wall during their turning action it is permissible to scull back to the wall for the touch if no forward
  - strokes have been made before sculling back. Some part of the swimmer must touch the wall at the turn
  - for completion of each length.

Finish: The swimmer shall remain **on or above** the water surface on the finish. Some part of the swimmer
  - must touch the end wall or touch pad.
Freestyle

Start: Forward start must be used
Stroke/Kick: Any style may be used
The swimmer must break the surface of the water at the 15-meter mark after
the start and each turn. The swimmer must remain on the surface except for turns and
finishes.

Turns/finish: Some part of the swimmer must touch the end wall or touch pad, if the swimmer misses the wall
they are permitted to return to the wall for the touch.
The final leg of the individual medley and the medley relay requires the swimmer to be at or past vertical toward
the breast before any stroke, kick or propulsive motion.

Individual Medley

Start: Forward start
Stroke: Rules for each stroke apply swam in this order, butterfly one quarter, backstroke one quarter,
breaststroke for one quarter, and any stroke other that back, breast or fly for the last quarter.

Turns/Finish: Intermediate turns conform to turn rules for the stroke, transition turns
Conform to the finish rules for the stroke.

Common jurisdictions

Turn judge with no stroke judge 50% of the pool. Turn judge with stroke judges – examine the last
stroke prior to the turn, the turn, and the exit from the turn until completion of the first full stroke and the
finishes of the competitors in their assigned lane(s).

Stroke Judge when used has jurisdiction wall to wall start to fi
nish. Stroke judge will also have
jurisdiction of the 15-meter mark. The stroke judge needs to walk the deck following behind the slowest
swimmer in their jurisdiction except for backstroke and freestyle where the stroke judge is positioned on the 15-
meter marks on the deck. For the individual medley the referee may instruct the stroke judge to walk the deck
for all four strokes.

*The referee has full control over jurisdiction and can make assignments according to manpower and
pool configuration.

Basic Concepts

Well run meets are the direct result of well trained, competent officials that have a good working knowledge of
the rules they are applying and are fair and consistent with the application of those rules.

Swimmers train hard so please remember the golden rule of swimming:

“The swimmer always gets the benefit of the doubt”

Don’t be lenient with the rules with one swimmer when all the other swimmers have followed the rules, the
“benefit of the doubt” can be applied to liberally and can be used as an unfair tool.
The rules of swimming define the acceptable form for each stroke. Many variations of form are possible and
may still comply to the letter of the rule, remember that something that looks unusual is not always illegal.
Decisions regarding the form of strokes & turns must, therefore, be subject to flexible judgment and common
sense.

Take officiating seriously and work hard at it. Competitors have a right to expect officials to know the rules and
interpret them correctly, fairly and courteously. Call violations as seen, don’t guess or anticipate. When you see
an infraction, raise your hand over head, open palm. The disqualification can only be made by the official whose
jurisdiction the infraction has been committed. Be fair and consistent, disregard team affiliation and always
exercise good judgment.
Don’t ever think that you have learned everything possible, every swimming official is always learning because the sport is always evolving.

Above all be professional and fair, make decisions quickly and decisively and if you can’t be fair and unbiased find some other place to volunteer to help the team. Be approachable, if a swimmer has a question, **DO NOT CHEER** for your team or your swimmer when you are on deck.

**Referee**

Because high school swim meets are run with a minimum of officials you may be asked to “wear two hats”, you may have to be the referee as well as the stroke & turn official at one end of the pool or the starter. As the Referee, it is your job to ensure the integrity of the competition as well as give instruction to the deck officials and to set the jurisdiction of the venue.

The Referee has full authority over all officials, they assign and instruct them before each session and they also need to enforce all applicable rules and decide all questions relating to the conduct of the meet. The Referee can also overrule any call made by a stroke & turn judge but only if you have personally observed the infraction and can say with absolute certainty that the stroke & turn official did not make a correct rule interpretation. The Referee can also disqualify any swimmer in any jurisdiction as long as they personally observe the rule infraction. The Referee also must make sure that each disqualification is accompanied by an upraised hand as a signal of a rule infraction.

If there is no hand raised there is no disqualification, except during relay take offs where dual confirmation may be used, and the side judge raises a hand only after the last competitor is in the pool for an early takeoff. The referee signals the starter that all officials are in position and that the course is clear.

The Referee is the only person on a deck that wears a whistle, the whistle commands come from the Referee, several short whistles (no fewer than 4) to tell competitors to report to the block and ready themselves to step up, one long whistle tells the competitors to step up, or in the pool. In backstroke a second-long whistle instructs the swimmers to set their feet, after the competitors have stepped onto the block or into the water the Referee then extends their hand to the starter and turns the race over to the starter. The Referee is also responsible for any timing malfunctions and is charged with the responsibility to make sure that all applicable rules are followed in figuring out times in heats with malfunctions. In addition, any false start requires dual confirmation with the starter; the Referee and the starter are the only two people that can make that dual confirmation decision.

**Starter**

The starter has the responsibility to ensure that all swimmers receive a fair and equitable start. It is important that each competitor be given the opportunity to achieve the best start possible within the confines of the rules. The starter must know the rules governing starting procedures.

The starter should review the rules and events and establish protocol with the meet Referee; they need to decide ahead of time where each will stand on the deck. The starter needs to be positioned within 10 feet of the starting end of the pool and be free from obstruction that might block or restrict the view of the athletes on the blocks. The starter must be familiar with the type of equipment they are to use, make sure that everything works before you start your first race.

**Starting procedure**

At the commencement of each heat, the Referee shall signal to the swimmers by a short series of whistles (no fewer than 4) to remove their warm-ups, put on their goggles etc. One long whistle indicates that they should take and maintain their position on the starting platform. The swimmers can take any position that they want, when the swimmers and officials are ready, the Referee shall signal with an extended hand to the Starter that they are under the Starter’s control. On the Starter’s command “take your mark”, the swimmers shall immediately assume their starting position, in the forward start at least one foot must be at the front of the block, and in the backstroke, toes must not be above or curled over the gutter. When all swimmers are stationary the Starter shall give the starting signal. When a swimmer does not respond promptly to the command “take your mark”, the Starter shall release all swimmers with the command “Stand Up” upon which the swimmers may stand up but **NOT** step off the blocks unless instructed to do so when unusual circumstances occur.
Any swimmer gaining an unfair advantage at the start shall be disqualified. We are now allowed to do the “no recall” false start, simply stated this means that when the starter and the Referee both independently agree that a swimmer has obtained an unfair advantage at the start the race shall be allowed to proceed and the swimmer will be notified of the disqualification at the end of the race, should the starter inadvertently recall the heat the swimmer can still be disqualified.

However, because the first start is the best start for all athletes the use of the recall button should not be used unless the starter feels that there was something in that start that was incorrect or they feel that it was their fault, at that point the starter should recall the heat to give everyone a fair chance of a good start.

Starters can stand a heat up if they notice that someone is having a hard time finding their mark in a timely manner, but patience is the key here, you need to know how long is too long to wait for that swimmer before standing the heat up, the stand up command can make the swimmers jittery, if you stand up too many heats the swimmers will not relax and wait for the starting signal, they will instead be wondering if you will stand the heat up or allow it to go so use the stand up command as little as possible.

Also, be aware that every swimmer has the right to find their mark, if you have a novice swimmer that steps up on the block and at the command “take your mark” immediately falls into the pool that swimmer should be allowed back into the heat, every swimmer has the right to find their mark.

The simplest way to decide on a false start is to imagine a glass wall in front of the swimmers, if they leave early that glass will be broken, it is a very easy thing to see, if you have a swimmer that finds their mark and then jerks forward and into the pool before the starting signal is given that swimmer should be disqualified for a false start and the rest of the heat released while you deal with that disqualification.

Starters are charged with a great amount of responsibility in seeing that one swimmer does not gain an advantage over the others during the start. This responsibility requires concentration, quick reactions and fair decisions. It takes practice to become a good starter, and some people will never be good starters. With experience, the starter will be able to accurately judge when the field is ready to race, please don’t be a rocket starter because you are afraid to let the swimmers set. Remember patience, patience, patience. Starters can cause the swimmers to be jumpy because they don’t know what you are going to do. Starters should speak in a conversational tone; avoid rapid instruction and sharp commands. The voice of a good starter will lead the swimmers into the starting positions and not break their concentration with unexpected orders or remarks. The starter must protect all of the competitors by not allowing any one swimmer to obtain an unfair advantage. Remember as the starter you are generally the person on the deck with the spotlight shining directly on you, the spectators notice your actions more than any other official on the deck so if you make a mistake it is generally seen by everyone in the venue, you must be confident and knowledgeable to be able to perform well to work in this position.

**Relay Take Off**

Relay take off forms can be found on the [www.swimutah.com](http://www.swimutah.com) webpage under the forms, 500 counting sheets are also available on this page. When you are watching relay take offs look at the feet of the swimmer on the block, when the toes no longer have contact with the block look down for the hand of the incoming swimmer, if there is no hand it is an early take off, make an X on top of the number that corresponds to the swimmer on the relay take off form, if the take off was good then circle the corresponding number, do not put the X and the O next to the numbers, you need to put it directly on the number that corresponds to the swimmers order in the relay. If you do not see an exchange do not mark it.

Upon observation of a violation, the judge shall mark their relay take off sheet, and the side judge shall wait until the last competitor of the heat is in the water before signaling an observed violation by raising a hand, with open palm, overhead. Below you will find an example of what the relay take off slips look like, please fill these slips out correctly because if there is a possible disqualification but the slip is not filled out correctly the disqualification could be overturned.
High School Relay Take Off

Event # _____  Heat # _____
(Circle one: SIDE   LANE)

Swimmer Number
Lane 1  2  3  4
Lane 2  2  3  4
Lane 3  2  3  4
Lane 4  2  3  4
Lane 5  2  3  4
Lane 6  2  3  4
Lane 7  2  3  4
Lane 8  2  3  4

Signature____________________

Incorrectly filled out

High School Relay Take Off

Event # _____  Heat # _____
(Circle one: SIDE   LANE)

Swimmer Number
Lane 1  2  3  4
Lane 2  2  3  4
Lane 3  2  3  4
Lane 4  2  3  4
Lane 5  2  3  4
Lane 6  2  3  4
Lane 7  2  3  4
Lane 8  2  3  4

Signature____________________

Correctly filled out
Meeting with Coaches & Team Captains

CATCAPTAINS: IT IS YOUR RESPONSIBILITY TO TAKE THIS INFO. BACK TO YOUR TEAM

- Scratches are due now. Please turn them in so we don’t run the meet with empty lanes
- Physical Facilities: I’ve reviewed the facility, If you have any concerns, please let me know before the beginning of the meet.
- Review swimsuit rules
  - Only 1 suit, no covering neck, shoulders, below knees, no zippers, etc., can't aid flotation (water & air must penetrate)
  - No caps with advertising or other team names may be worn. Nicknames on caps must be form of given name (ex. Liz for Elizabeth)
  - Must be High School Team cap or plain cap, no club, college or other cap is legal. Turn cap inside out if it is questionable.
- Warm-up protocol & accountability:
  - Assign lanes
  - Coaches are responsible for safety in those lanes—please monitor them
  - Swimmers MUST enter the water feet first.
  - When starting dive-starts—ensure that the lane is clear & there is only 1-way swimmer (swimmers must return to block in another lane or walk)
- Meet Protocol & Procedures
  - If a swimmer needs to miss a race, is sick or hurt, have the swimmer or coach tell the Referee they would like to Declare a False start. In a championship meet a No Show will take the swimmer out of the rest of the meet, but a Declared False Start (which you can get by talking to the ref) allows you to swim your other races.
  - Whistle commands:
    - several short whistles no Fewer than 4--get ready
    - long whistle--step up on block (or into water—2nd long whistle for back stroke means place your feet)
    - All should be quiet for start
  - Come down promptly on command to "Take your mark" and hold steady
- Relays:
  - Swimmers 2-4 crouch down for start so timers can see.
  - Swimmers 2-4 must have at least one foot in contact with surface of block in front of wedge during takeoff when starting wedge is used.
  - COACHES: Remember to correctly declare lead relay swimmer
- Backstroke: STEP into water--no diving
- Will be doing fly-overs. Please remind swimmers to stay in the pool until next race starts
- Will or Will NOT be calling names--It is the swimmer's responsibility to be at the block on time
- Swimming 500 yd.
  - Count in ascending or descending order, Red or Orange signals final length
- Determine length of break with coaches between 50 Free and 100 Fly (15 minutes with 10 minute warm up?)
- Coaches notified of DQ's with printout of event--may also check with computer operator
- Do not step on touch pads when cheering, etc.
- Tape may be used to treat a documented medical condition; Referee must be presented signed documentation from an appropriate health-care professional at this time.
- Any electronic devise that can be used for pacing or providing feedback may not be worn.
- Emergency Procedure
  - Determine meeting place for team inside & outside of building

Remember: Good Sportsmanship Always & HAVE A GREAT TIME!
Officials Meeting

When you stand on deck you are part of a team, the Officiating Team. You are neutral to the schools competing. **No cheering**

Assign jurisdiction, depending on how many Officials you have. 
Please pay close attention to the swimmers in your jurisdiction – give each lane the same amount of time even the empty lanes – do not be influenced by anyone, only call what your eyes see happen, not what you think happened or what you expect to happen. Not making a call is doing the swimmer a grave disservice; you must call what you see. 

If you are not sure what you saw – let’s talk about it after the race is finished. 

Do not leave your position until your job is done. 
When you see an infraction raise your hand over head, palm open until eye contact is made – then I know there is a possible DQ, you can lower your arm, and I will get to you as soon as I can.

**Relay takeoffs**- watch feet when they leave the block. When there is **NO** contact with the block, you drop your eyes and the hand of the incoming swimmer should be there.
Do not drop your eyes on the motion of the swimmer on the block, only when contact with the block is lost. Swimmer 2-4 must have one foot in contact with the surface of the block in front of the wedge during takeoff (on blocks with Wedges) Explain how to mark relay sheet properly. A circle means a good exchange; an X on the # of the swimmer is a bad exchange. Mark all exchanges you witness, do not mark it if you did not see it! Circle or X on the swimmer’s number leaving the block, not to the side of their number. If there is an early takeoff, side judge will raise hand only after last competitor of the heat is in the water.

Stroke Judges stand at the 15- meter mark for the Backstroke and Freestyle (explain) also stroke judge on start side will man the recall rope for all starts.

**Jurisdiction – Wall to wall**

Turn Judge – Last stroke into wall and full stroke out.

Backstroke start – Turn Official across from Starter, hold arm straight out from your side if all the toes you can see are below the lip of the gutter. If toes are over, drop arm to side, starter will know someone’s toes are above the lip of the gutter. This helps in 8 and 10 lane pools where it is hard to see far end toes.

Remember, if you do not feel good about a call you made, go to the Referee, get it overturned. Never let pride stand in the way, these swimmers work too hard for us to not do the very best we can.

All coaches and at least two officials sign meet results, record start time & finish time of the meet. Final Meet Results Cover Sheet can be found on uhsaa.org swim page.

**THESE ARE SUGGESTIONS YOU CAN TAYLOR YOUR MEETING TO FIT THE CIRCUMSTANCES. REMEMBER A LEVEL HEAD, FAIRNESS TO ALL, LISTEN, WE ARE ALL CONSTANTLY LEARNING.**
Instructions for Head Timer

- Instruct timers to:
  - Help get swimmers to right block at right time
  - Watch for the light on the starter (not just the sound.) Start watch when light flashes.
  - Ask for replacement watch if you don’t get the start
  - Stand over lane at finish
  - Press back-up button
  - May need to remember time & write down after starting watch for next heat
  - Soft touch box (how to use—mark if swimmer misses pad or appears to be a soft touch)
  - FYI: Whistle commands
    - Short blasts mean "get ready" (Put on goggles, take off shoes, etc.)
    - Long whistle means "Step up on the blocks" (OR side of the pool, or step into the pool (backstroke only) It essentially means, "Get to where you are going to start")
  - TIMERS: Please remind swimmers to step up onto bocks if needed.
  - BACKSTROKE ONLY: 2nd long whistle means Place your feet on the end wall.
  - Next command swimmer hears is verbal: "Take your mark" Then the start signal
  - Flyovers: Encourage swimmers in the finishing heat to stay in the water until the next heat is started.

Instructions for Timers

- Timers must press button and stop the watch at the first point of contact by the swimmer with any structural portion of the pool at the end wall, whether or not touchpads are being used.

- Stress the importance of the timer stopping the button/watch at the first point of contact, and not whether the swimmer touches the pad. Timers must be instructed that their time may end up serving as the official time.

- Timers should be instructed to report when a swimmer makes initial contact with the end wall but not the touchpad.

- The wall is interpreted as the vertical portion of the pool, contiguous surfaces of the deck and overflow gutter, the front portion of the starting block or platform, or the touchpad at the end of the course. The wall does not include those spaces on the side of the blocks or the open space of the gutter.
# High School Referee Prep List 9/17/2019

## Take With
- Event Box
- Whistle
- Clipboard
- Rulebook
- Pencil or Pen
- Water bottle
- Counter slips
- Relay slips
- Head Timer
- Instruction
- Coaches/Captains meeting list

## Check the Course
- Lane lines okay? (& correct # of lanes?)
- Lane numbers clear?
- Blocks okay?
- Diving board removed?
- Backstroke flags okay
- 15 M markers (16.4 yards/49.2 feet)

## During Meet (review before)
- Write start time of event
- Take finish order
- Record DQ's (including FS & NS) on ref sheet. Include who called & infraction
- Before blowing long whistle ensure that course is clear & officials are ready
- Remember extra whistle for backstroke
- 3 questions to ask official (position/jurisdiction, what observed, what rule applies)
- Watch for # & type of suit(s) worn in competition

## After Meet
- Sign results (along with AT LEAST one other official)
- Empty Event Box & send results with Meet Dir.

### Meetings with Meet Help/Participants
- Meet Director
  - What timing system(s) will be used?
  - Qualified processor of times/results?
  - Review volunteer needs (see list)
  - Have coaches & at least 2 officials sign results
  - Remember to take meet paperwork (keep until end of season)
- Computer Operator
  - Understand rules for processing times? (.3sec)
  - Insert DQ codes into Meet Manager. Print extra results
- Timing System Operator
  - Know how & when to do a manual start?
  - Do NOT accept start at warning bell on 500 (400m) Free
- Head Timer
  1. Go over Head Timer list together and ask Head Timer to have meeting with timers and teach them to do those things.
  2. Call names? (how many times)
- Starter (if applicable)
  - Check equipment (volume, test start, blocks)
  - Warm-ups: Ensure pool is watched & safe
    - Remind swimmers to enter water feet first.
    - (?) Assigned lanes during warm-ups (?)
  - (?) Open lanes for dive starts according to meet information ____________(time) (?)
  - Close warm-ups 5 minutes prior to meet start ____________(time)
  - Calling names? (how many times)
  - Have heats ready to go by short whistles
  - Swimmers that are late up on the blocks—how to handle
- Captains & Coaches
  - Review list point by point

### Meeting with Officials
- Check credentials
- Welcome & thanks
- Remember: no cheering
- Give empty lanes equal looking time
- Help kids step up on long whistle
- Remember: Ugly isn’t necessarily illegal & It is what it is. Only call what you see. Always call what you see.
- How to report DQ’s (Make sure to raise hand.
- Tell swimmer?)
  - Mark clearly on heat sheets (mark off when reported)
- Assign positions
  - Medley Relay
  - Freestyles
    - Need finish order help on 50 Frees
    - Keep turn end record on 500 Free
  - Other strokes
  - Backstroke
    - Turn judge stand across from Starter, if all the toes you can see are below the lip of the gutter hold arm out from your side. If you see toes above lip of gutter drop arm to your side. This is very helpful in 8-10 lane pools.
  - Relays:
    - Assign officials for relay take-offs
    - Watch feet leave platform then shift eyes to wall. (Toes then touch)
  - Relay slips 0=good, X=bad Mark ON swimmer number (not to side)
  - Rotation: scheduled time & what clock
  - Do not leave your position until your job is done.
  - No cell phone use on-deck (emergency call protocol)
  - Questions?
3.6.1 SITUATION A: While waiting behind the starting platform for a race to begin, a competitor taunts an opponent on the basis of relative ability. RULING: The competitor is disqualified from that event and from further competition and is also removed from events in which he/she previously qualified or had previously scored points.

8.3.5 SITUATION B: The second swimmer on Team A’s 400 freestyle relay completes her leg of the relay but instead of touching the pad or end wall, she finishes in the recessed gutter area above the touchpad without contacting the pool structure at the finish end. The swimmer breaks the vertical plane of the end wall but has no legal touch when the next swimmer leaves the block. RULING: Legal | Illegal exchange. COMMENT: Rule 8-3-5 requires the swimmers to contact the finish end in accordance with the finish rules applicable to each stroke.

SITUATION 1: The referee instructs timers to stop their watches/push their back-up buttons when the swimmer, at the end of the race, touches (a) the touchpad, (b) the front of the starting platform, (c) the wall between the touchpad and the lane line, (d) the back wall of the gutter. RULING: Correct procedure in all cases. COMMENT: The finish rules require the swimmer to touch some part of the pool structure at the finish end of the pool in order to have completed the race. This is defined as the vertical portion of the pool, contiguous surfaces of the deck and overflow gutter, the front portion of the starting block or platform, or the touchpad at the end of the course.

SITUATION 2: The referee instructs timers to stop their watches/push their back-up buttons when the swimmer, at the end of the race, touches (a) the open space of the gutter, (b) when some part of the swimmer crosses the vertical plane contiguous to the vertical end wall, (c) the wall above the gutter. RULING: In (a) and (b), incorrect procedure. In (c), correct procedure. COMMENT: The finish rules require the swimmer to touch some part of the pool structure at the finish end of the pool in order to have completed the race. This is defined as the vertical portion of the pool, contiguous surfaces of the deck and overflow gutter, the front portion of the starting block or platform, or the touchpad at the end of the course.
SITUATION 3: At the finish of the backstroke event, Swimmer A initially contacts the end wall above the gutter and subsequently contacts the touchpad with his shoulder. The result is a touchpad time of 57.62 and a button/watch time of 57.41. The qualifying time for section championships is 57.50. The referee declares the official result for Swimmer A as the touchpad time; the coach insists that the official time should be the backup time, since the swimmer legally finished the race upon initial contact with the end wall. **RULING:** The backup time is the official result for Swimmer A, and that time is also used to establish the order of finish for the event. **COMMENT:** There is no longer any basis in the rules for the referee to select the touchpad time over the backup time, since a legal finish does not require contact with the touchpad nor use of that result as the primary outcome. (6-3-2, 8-2-1g)

SITUATION 4: In the medley relay, the backstroke swimmer contacts the starting block, but not the touchpad, at the end of his/her leg of the relay. The breaststroke swimmer leaves the platform when the backstroke swimmer makes contact with the block but before that swimmer contacts the touchpad. An exchange violation is declared for an early take-off by the breaststroke swimmer. **RULING:** Improper decision. **COMMENT:** A legal backstroke finish is accomplished by touching any part of the pool structure, including starting block, at the end wall. It is no longer necessary to touch the touchpad. Once the previous swimmer has legally finished his/her leg of the relay, the subsequent swimmer may legally relinquish contact with the starting platform.

SITUATION 5: A competitor in a dual meet reports to the blocks for race. It is obvious to the referee that the manufacturer’s logo exceeds the acceptable standards. **RULING:** The official asks the swimmer to step back, as there is no way he can fix the suit problem without delaying the heat. **COMMENT:** Correct procedure. After the race the official should discuss the disqualification with either the coach or the competitor. While NFHS rules do not require the official to notify the coach in matters of information on the suit, the official could – and perhaps should – so the coach can join the educational team process.

SITUATION 6: The referee notices a diver is wearing a suit that is not covering the buttocks. The referee notifies the coach of the competitor to make the suit legal before the diver can participate in the event. The competitor cannot make her suit legal without delaying the meet. **RULING:** The referee declares a failed dive. **COMMENT:** If the diver is able to correct the suit issue before her next scheduled dive, then she may perform that dive and continue competing, with the one failed dive in the books. However, if she cannot make the correction before the next dive, then it would be a second failed dive and she would be disqualified from the event.