

Prince Mont Swim League

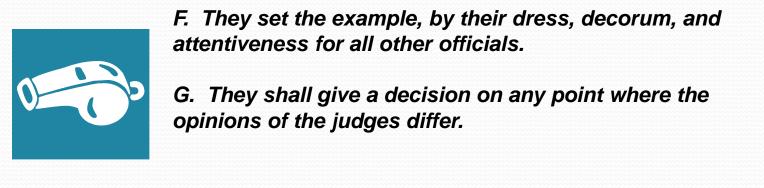
Referee Clinic 2023





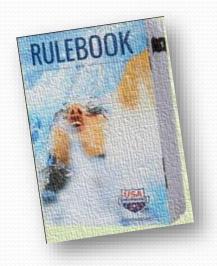
I. Introduction

- A. It goes without saying that the position of Referee is one of, if not the most, important positions on the deck.
- B. He/she has authority over all officials at the meet.
- C. They enforce all of the rules and decide all questions relating to the actual conduct of the meet.
- D. They instruct all officials.
- E. They are the final authority in regard to all rules or interpretations pertaining to an action which the Referee has personally observed.



II. Pre-season preparation





A. Be familiar with,

- 1. USA Swimming rules (rulebook*), including any late interpretations.

 * Available online
- 2. PVS or Maryland LSC handouts
- 3. Prince-Mont rulebook
 a. Esp the <u>Meet Procedures</u> & <u>Duties of</u>
 the Officials, (parts III and IV).
- B. Attend clinics
- C. Work meets! (USAS, HS, College, YMCA, PMSL, etc.)





II. Pre-season preparation



D. PMSL Ref/Starter certification

- 1. Attend clinic at least every 2 years
- 2. Sign in at clinic, (online if virtual)
 - a. Roster will be submitted to PMSL
 - b. Link for Ref/Starter test, and S&T tests will be sent via e-mail
 - c. Must pass tests with score of 80% or better
 - 1. If you do not pass Ref/Starter test at first attempt,
 - i. You will be S&T certified;
 - a) only if previous year's certification is still valid, or
 - b) you must re-take the S&T test, and pass with 70%
 - ii. You can re-take the Ref/Starter portion again after being notified a second time from PMSL.
- 3. Test uses following sources:
 - a. USAS rulebook ("wet pages")
 - b. PMSL handbook



III. Pre - "start-of-meet" preparation

A. Get there early. (At least 1 hour before, or 30 mins. before initial warm-ups)



- 1. Placement of backstroke flags
 - a. 5 meters or 5 yards out, depending upon pool
 - b. Pennants over each lane? (At least 2 per lane in PMSL)
- 2. Location of Clerk of Course relative to start end of pool.
- 3. Lane ropes
 - a. Are they tight enough? (Can tighten after warm-ups are completed.)
 - b. Are they well secured?
 - c. Do they have an adequate number of floats?
 - d. Are there any sharp edges, particularly at the ends?
 - e. 15-meter marks in place? enforceable?



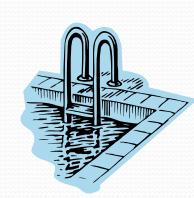




III. Pre- "start-of-meet" preparation - cont'd

- 4. Are all of the obstacles removed from the pool, ie. ladders, diving boards?
- 5. Are swimmers protected from any immovable objects?
- 6. Pool circulation
 i. Will swimmers be swimming into it, creating inequities?
 Can it be turned off during the meet?
- 7. Determine type and location of starting system.
- 8. Does pool have an overflow lip? (May need to make timers and S&T's aware of.)
- 9. "In-the-water" starts, where depth is < 4 feet, --- will they be required?
- 10. Rounded pool corners at finish end of course. How to handle.





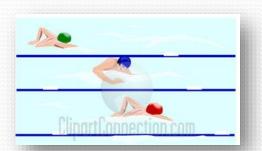
III. Pre- "start-of-meet" preparation - cont'd



C. Start warm-ups on time

- 1. Both teams to have equal amount of warm-up time (generally 15 20 mins. each)
 - a. If Home team in pool before official start of warm-ups, --- get them out!
- 2. Coaches are responsible for conduct of their individual team's warm ups
 - A. However, all dives (take-offs) should be "one-way" (25mtr)
 - B. Discourage use of outside lanes for dives



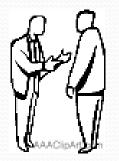


IV. Check-ins to have:

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A. Meet with Meet Managers





- 2. Determine the number of swimmers/heats.
 - a. Up to 12 swimmers/4 heats for freestyle & backstroke; up to 6 swimmers/2 heats for butterfly, breaststroke, & IM.
 - i. Unless additional heats have been mutually agreed upon by MMs



- a. Head Coach absent.
- b. Shortage, or planned tardiness of any officials.
- c. Hearing, sight, or otherwise-impaired swimmers.
- d. Announcer, yes or no.
- e. Weather forecast!
 - 1. Pool status subject to Pool Mgr's discretion



- a. Watches
- b. Table supplies
- c. Computer





B. Meet with the <u>Clerk of Course, HyTek &</u> Coaches

Scratch meeting:

- 1. 30 Minutes before start of meet
- 2. Obtain and review copies of Heat Sheets
- 3. No substitutions in individual events without Referee's permission, (sickness, injury, or absence).
- 4. No changes allowed from initial seeding exc.
 - a. If heat results in a single swimmer due to no-shows
 - b. If no-shows in an event result in # of swimmers going from 7 or 8, to 6, or 13 or 14 to 12 (ie. a potential reduction in # heats.)
 - c. C of C must fill out reseed form for swimmer to take to the timers i. And please notify DR of all reseeds
- 5. Determine the approximate length of meet (by number of heats).
 - a. Need to speed up, --- or slow down?
 - b. Has the Table pulled a timeline?





C. Meet with Table Workers

1. Make sure they are experienced, and/or, have experienced people to fall back on.

D. Meet with Starter

- 1. Determine experience of Starter
- 2. Go over expectations regarding the calling of False Starts. Don't assume he/she knows this.
 - a. Starter to initiate the call.
- 3. Go over protocol for stepping up swimmers, whistle sequence of the sequence
- 4. Determine who will brief Timers (Head Timer or Starter).
- 5. Make sure starting equipment is working.
- 6. Make sure Starter is in charge of the pool while S&T briefing is being conducted.
- 7. Have Starter do a "watch check" prior to first start.
- 8. Starter to take Order of Finish, all lanes







Colorado "Infinity"

F. Meet with the <u>Head Timer</u>

- 1. Determine his/her experience.
- 2. Get their cooperation in monitoring the performance of the timers.
- 3. Along with Head Timer, determine that the timers have been assigned correctly to each team's lanes.
 - a. Home team lane: 2 timers from Visiting team, 1 from Home
 - b. Visiting team lane: 2 timers from Home team, 1 from Visiting
- 4. Timer briefing responsibility
- 5. Make sure all timer slots are filled!
- 6. Waiting for their, "Timers, 'Clear your watches!"?
 - a. Not necessary for DR to initiate whistle protocol

G. Meet with Coaches

- 1. Determine any special needs
 - a. Visually, or hearing-impaired swimmers
 - i. Coach, parent, or Team Rep has primary responsibility for bringing this to Referee's attention.
 - ii. Letter from USAS if requesting rule enforcement modification
- 2. Go over warm up times
 - a. 15 or 20 minutes allotted equally to each team.
 - b. Coach responsible for format of warmup protocols





H. Meet with Announcer

- 1. Make sure he/she understands what he/she should announce
 - a. Event #, gender, distance, stroke, heat #, --in that order. (ex. "Event #3, Boys 25 meter Butterfly,
 Heat 1 of 2")
- 2. Make sure that they understand that they should be consistent in their announcements.

3. Announcement of next event to come after Referee's "chirps"







- PM CE MONT SWIM CE
- 1. Determine the experience of the individual. Should be an experienced person.
- 2. If necessary, review the rules governing "place" determination:
 - a. If single watch,--- that is official time
 - b. If 2 times agree.
 - c. If all 3 watches disagree.
 - d. If only two watches present (watches are to be averaged and rounded to faster time.)
 - e. OOF (as taken by the Starter) to be used if validity of time is questioned, -- as per the PMSL handbook
- J. Meet with the Team Reps
 - 1. Explain any pre-meet decisions that you might have made to date, ie. special seeding instructions given to C of Crs.
 - 2,. Explain to visiting team rep his/her location on deck.



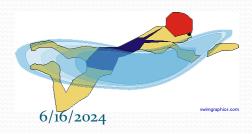


K. Meet with Officials (S&Ts and CJs)

- 1. Meeting to be 15 20 mins. before start of meet.
- 2. Pick a relatively quiet place for the meeting.
- 3. Go over introductions and thank all for working.



- 4. Determine level of experience
 - a. If trainees, --- go over expectations for them.
 - i. Walk with certified S&Ts, rotating amongst all.
 - ii. Trainees will not make calls
 - iii. Encourage to ask questions & discuss situations, as time allows.



1. Use of Chief Judges

- A. Optional
- B. Can use 1, or 2, as agreed upon by both MMs
- C. CJ(s) must be Referee-certified
- D. Responsible for:
 - 1. Vetting DQ calls by S&Ts
 - 2. Promptly relaying information to DR
 - 3. Making a recommendation to the DR
 - 4. Recording OOF for 25 y/m events
 - 5. Can be used for additional RTOJs if desired by DR
- E. DR will make final decision as to acceptance of all calls!









5. Review: Positioning, Jurisdiction, Protocol, Stroke Briefing

- a. Positioning: 3 lanes apiece, if 4 judges
 - i. Will judges be able to walk sides, --- equitably?
 - ii. Go over expected position for backstroke starts, --- at corners?
 - iii. Rotation:
 - 1. Every 4 events? Change of stroke?
 - 2. Rotate promptly so as to be in proper position and not delay the meet.

iv. Review expectations for relays

- 1. For <u>Medley Relay</u>, (as first event), recommend letting 4 S&Ts maintain their positions as judges, with SR and DR being TOJs only, across 6 lanes, at start end of pool. (See pg 27 for map.)
- 2. Will probably want to meet again with S&Ts during break for positioning during free relays.

b. Jurisdiction:

i. May be overlapping; → but generally to halfway down the pool







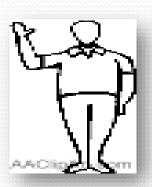


c. Protocol:

- i. If they see a violation:
- ii. Raise hand/arm (for 2-3 seconds).
- iii. Finish judging swimmers still in your jurisdiction.
- iv. Make note on program, heat sheet.
- v. Go back to judging the race.
- vi. If swimmer makes separate errors in same race, raise hand each time.
- vii. When writing up DQ slip, be prepared to answer,
 - a. Where were you?
 - b. What did you see?
 - c. How is it a violation?
 - d. Also, which turn, if appropriate?

viii. Use the language of the rulebook in your explanation.



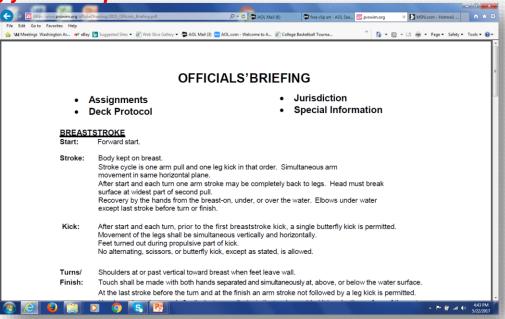




IV. Check-ins to have cont'd d. Go over the rules – most important part of briefing!

- i. All strokes!
- ii. Go into detail, if questions arise.
- iii. Include any rule or interpretation changes from last year, if necessary.
- iv. Use printed stroke briefing if you wish (available on USAS website).
- v. https://www.usaswimming.org/docs/defaultsource/officialsdocuments/officials-training-resources/clinicresources/officials-briefing-jan-2023.pdf







· V. Start of Meet

A. Start on time

- 1. Have Announcer bring first heats to Clerk of Course 10 minutes prior to start.
- 2. National Anthem 5 minutes before.
- 3. Meet Manager should have supplied you (as well as the other officials) with a heat sheet by now.

4. Check with Head Timer and table to see if ready.



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V. Start of Meet - cont'd

A. Blow whistle (chirps) when all swimmers, timers, and officials seem ready and in position. (>3 chirps!)

- B. Announcer (or Starter) announces event
 - 1. Swimmers must be close to edge of pool.
 - 2. Look for any stragglers or "lost souls" according to what is on the heat sheet
- C. Long whistle tells swimmers to assume their ready position (equivalent to stepping up on the blocks in USA swimming.). Extend arm to Starter when all seems to be in order. Keep whistle in mouth until you are satisfied that an equitable start has been achieved. (optional).
 - 1. Remember, --- 2 long whistles for backstroke
 - 2. Enforce reasonable quiet from the spectators without being obnoxious. (Starter should be trained enough to simply wait until noise quiets down.)



CE-MONT SWIM LED ON SHAPE

VI. During the Meet - cont'd

- E. Try and anticipate future needs of the meet as it progresses.
 - 1. Have Announcer solicit "legs" for backstroke before you get to the first heat.
- F. Make sure S&Ts are rotating properly and promptly.
- G. Pick up DQs promptly.
 - 1. Question S&Ts (or CJs if used)
 - 2. Make sure you are satisfied with their explanation.
 - 3. Remember, you must be prepared to explain the disqualification to the Team Rep.
 - 4. "Pocket" the DQ if necessary. But you <u>must accept the DQ</u> from the S&T (CJ) if he/she has properly reported and explained the infraction.

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VI. During the Meet - cont'd



- H. Referee can make calls on their own, if they personally observe the infraction --- however, you don't want to "over-officiate" certain lanes.
- I. Inform Team Reps of DQs promptly before next event.
- J. Keep track of table workers to determine if running smoothly.

 A. Encourage them to inform the Referee should any problems or discrepancies arise. Better to catch the problems early.
- K. Check with the Head Judge to make sure timers are performing adequately.



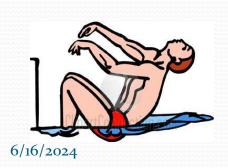


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VI. During the Meet - cont'd



- L. Keep an eye out for the Clerk of Course to make sure they are running smoothly, and are keeping up with the pace of the meet. Things are running smoothly if;
 - 1. You are not waiting on swimmers,
 - 2. The heats are being seeded properly,
 - 3. The noise level at the Clerk of Course is being kept to a reasonable level, and,
 - 4. The next 2-3 heats are waiting behind the timers, and are reasonably quiet also.
- M. Watch the starts. Make sure the Starter is attentive, giving proper commands, and allowing swimmers to get set. However, don't overcoach. (This may only upset the Starter more. Wait until the end of the meet if you have any suggestions.)







VI. During the Meet - cont'd

- N. You must confirm all False Starts. Pay attention to all starts!
 - 1. If False Start is confirmed, <u>Referee must notify swimmer promptly if</u> <u>swimmer starts without a horn.</u> This allows an opportunity for the swimmer's explanation, if any.
 - 2. Otherwise, treat as any other DQ.
- O. Compliment Starter on good starts.
- P. Have Starter stand swimmers if there is an undue delay.
 - 1. Especially, do not let backstrokers hang too long with arms up.
- Q. Use of towels OK if deck is slippery.
 - 1. Make sure they are removed from the water promptly after the start, especially on 50s.
- R. Do not place backstrokers in the water until all previous DQs have been resolved.







VI. During the Meet -cont'd





- 1. Cannot use timer for legs.
- 2. Artificial assistance cannot be used by the "legs", ie. can't grasp a second person or object.
- T. Keep an eye on the competition in the pool. You can judge better the job being done by your S&Ts. However, you do not want to fall into the routine of feeling the need to personally confirm all of their calls.
- U. If a race (heat) is recalled,
 - 1. No false start is to be charged.
 - 2. If swimmers have swum too far, allow for some pre-agreed-upon time to elapse before re-swimming the race. Meet with the coaches.
- V. If a heated, prolonged dispute develops with a parent, coach, or Team Rep, try to take it off deck by physically backing off gradually.
- W. Remember, any individual exceptions made during the meet set the precedent for the entire meet.
 - 1. ex. Allowing late swimmer to step into his/her starting spot after the long whistle

VII. Relays

A. Use break after individual events to position Take-off Judges for Free Relay.

- 1. Avoid using Timers.
- 2. May want to use 4 S&Ts at turn end as TOJs for 8U relays, with Starter, & Referee at start end, --- can work across 6 lanes. If 2 CJs are available, they can supplement DR and SR in the interior looking out.
- 4. Use T/O slips if available.
- 5. Instruct as to proper way to judge take-offs, ie., fix eyes on departing swimmers' feet, then incoming touch.
- 6. Instruct not to raise a hand if they see an infraction. Dual confirmation required!
- 7. Watch take-offs yourself, even if not a judge, just to self-confirm.

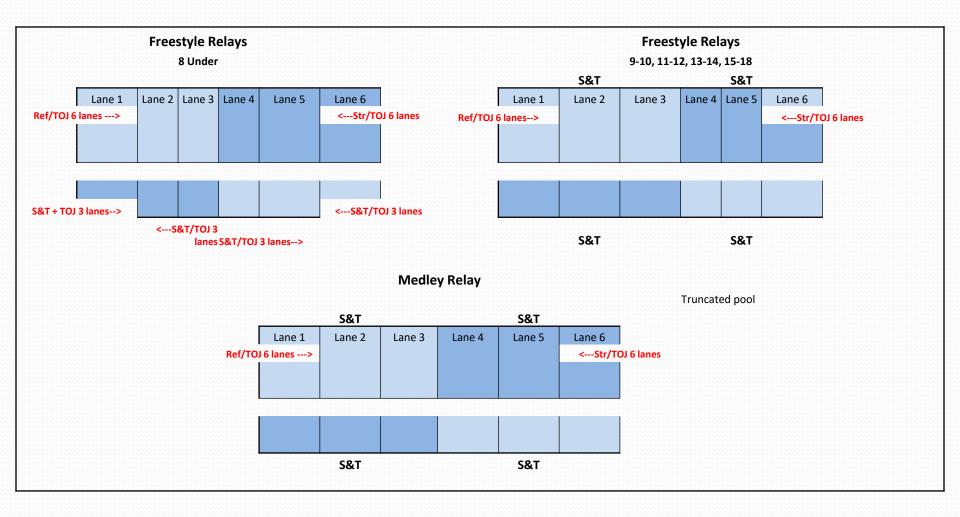


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VII. Relays



Recommended TOJ positioning:



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VIII. End of Meet

A. Thank all officials.



- B. Wait around for any possible protests. A team has 30 minutes after meet to file protest.
- C. Check scoring at table for accuracy.
- D. Sign official results.







USAS DQ Slip:

- Make sure Event, Heat, & Lane are filled out correctly.
- 2. Circle the stroke.
- 3. Place "x", or " \checkmark ", at the appropriately described
- 4. violation, including whether at the Start, Swim, Turn, Finish.
- 1. <u>Print</u> your name at the bottom.
- 2. Referee co-<u>prints</u> name.

DISQUALIFICATION REPORT
EVENT# 2 HEAT 5 LANE 4
SWIMMER S. Edwards TEAM SBP
START SWM TURN FINISH KICK ALTERNATING (1A) BREAST (1B) SCISSORS (1C) ARMS: NON-SIMULTANEOUS (1E) UNDERWATER RECOVERY (1F) TOUCH: ONE HAND (1J) NOT SEPARATED (1H) NON-SIMULTANEOUS (1L) NO TOUCH (1K) NOT TOWARD THE BREAST OFF WALL (1M) HEAD DID NOT BREAK SURFACE BY 15m (1N) RE-SUBMERGED (1R) OTHER (1T):
BACKSTROKE START SWMM TURN FINISH NOTOUCHATTURN(2I)# PAST VERTICAL AT TURN: DELAY INITIATING ARM PULL (28) DELAY INITIATING TURN (2T) MULTIPLE STROKES (2U) TOES OVER LIP OF GUTTER AFTER THE START (2P) HEAD DID NOT BREAK SURFACE BY 15m (2N) RE-SUBMERGED (2R) NOT ON BACK OFF WALL (2K) SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) OTHER (2T):



BREASTSTROKE START_SWM_TURN_FINISH_							
KICK: ALTERNATING (3A) BUTTERFLY (3C) SCISSORS (3D)							
ARMS: PAST HIPLINE (3E) NON-SIMULTANEOUS (3F)							
TWO STROKES UNDER (3G) NOT IN SAME HORIZONTAL PLANE (3H) ELBOWS RECOVERED OVER WATER (3I)							
TOUCH ONE HAND (31) NOT SEDARATED (3n)							
TOUCH: ONE HAND (3J) NOT SEPARATED (3N) NON-SIMULTANEOUS (3L) NO TOUCH (3K)							
NOT TOWARD THE BREAST OFF WALL (3M)							
NOT TOWARD THE BREAST OFF WALL (3M) CYCLE: KICKBEFORE PULL (3Q)HEAD NOT UP (3P)							
DOUBLE PULLS/KICKS (3g)							
OTHER (3t):							
FREESTYLE							
No Touchat Turn (4k)#							
HEADDID NOT BREAK SURFACE BY 15m (4N) RE-SUBMERGED (4C)							
STROKE INFRACTION(S)# OUT OF SEQUENCE (5P) FOURTH DISTANCE SWIMM IN STYLE OF REPUBLIS STROKE							
STROKE INFRACTION(8)#OUT OF SEQUENCE (5P)							
FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE							
RELAYS							
STROKE INFRACTION: (61-64)#SWIMMER #							
EARLYTAKE OFF SWIMMER (66-68)# CHANGED ORDER (6P): SWIMMER STROKE							
OTHER (RT):							
OTHER (6T):							
MISCELLANEOUS							
FALSE START (70) DECLARED FALSE START (7P) DID NOT FINISH (7Q) DELAY OF MEET (7R)							
OTHER (7s.2):							
JUDGE: C. Venit (print name clearly)							
(print name clearly)							
REFEREE: R. McMillen							
(print pame clearly)							
NOTIFIED: SWIMMER COACH							
rev. (7/19)							
SWIMMER/COACH							

DISQUALIFICATION REPORT
EVENT#LANE
SWIMMERTEAM
BUTTERFLY START SWM TURN FINISH KICK: ALTERNATING (1A) BREAST (1B) SCISSORS (1C) ARMS: NON-SIMULTANEOUS (1E) UNDERWATER RECOVERY (1F) TOUCH: ONE HAND (1J) NOT SEPARATED (1H) NON-SIMULTANEOUS (1L) NO TOUCH (1K) NOT TOWARD THE BREAST OFF WALL (1M) HEAD DID NOT BREAK SURFACEBY 15m (1N) RE-SUBMERGED (1R) OTHER (1T): BACKSTROKE START SWM TURN FINISH NOT OUGHAT TURN (2)#
DELAY INITIATING ARMPULL (2s) DELAY INITIATING TURN (2T) MULTIPLE STROKES (2U) TOES OVER LIP OF GUTTER AFTER THE START (2P) HEAD DID NOT BREAK SURFACE BY 15m(2N) RE-SUBMERGED (2R) NOT ON BACK OFF WALL (2K) SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) OTHER (2T):
BREASTSTROKE START\$WMMTURNFINISH
PRESTYLE NO TOUCHAT TURN (4K)# HEAD DID NOTBREAK SURFACE BY 15m(4N) RE-SUBMERGED (4C) INDIVIDUAL MEDI-LY STROKE INFRACTION(S)# FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE
RELAYS STROKE INFRACTION: (61-64)#SWIMMER # EARLYTAKE OFFSWIMMER (66-68)# CHANGEOORDER (6P): SWIMMERSTROKE OTHER (6T):
MISCELLANEOUS FALSE START (70) Did Not Finish (70) DELAY OF MEET (7R) OTHER (7s-z):
JUDGE: (print name cleerly)
Nur LNCE.
(print name clearly) NOTIFIED:SWMMERCOACH
rev. (7/19)

SWIMMER/COACH

DQ Slip



• Individual Medley rule 101.6 regarding freestyle portion included:

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STROKE	NERACTION(₩, T				EQUENCE (S	
FOURTH	DISTANCE	SWUM	IN	STYLE	OF	PREVIOUS	STROKE
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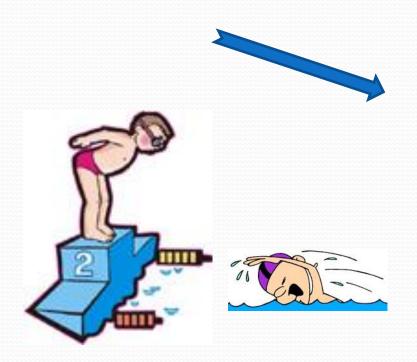
"The codes on the current USA Swimming DQ slip match up with the latest version of Meet Manager 7.0. There were a number of DQs on the slip that do not have a code in Hy-Tek. The decision was to keep the old code on the slip rather than delete it so it would prompt the computer operator to at least classify the DQ in Meet Manager. This would provide a complete DQ log/report from MM should someone want the data." - USAS Newsletter dtd 12/19





VIX. Forms Used

Relay Take-Off Slip:



PRINCE-MONT Swim LEASUE. Resay Take of Sudging Sign

Hicat #

Event #

1 1 2 2	X	- 4 - 4 - 4 - 4
_	3	4
3	3	4
)) 2	2 2 2 2 2 2 3

Sign Beer <u>Rich McMillen</u>

x · Early u = Legal

Judge and Record each takeoff Lene Judge: Mark assigned time Side Judge: Mark all assigned times

Reminders! "USA Swimming Rule 102.8.1E- The use of Tape." --- a/o June 13,2016

Article 102.8.1E states in part, ... "Any kind of tape on the body is not permitted unless approved by the Referee."

<u>Common sense should prevail.</u> The following uses of tape are <u>generally permitted in competition:</u>

- 1. Wound protection and closure. Band-Aids, dressings, "Butterfly" type, etc. are normally permitted with no advanced notification to the Referee. When the tape to hold a dressing in place completely circles a major limb or the dressing is exceptionally large in size, advanced notification to the Referee is recommended.
- 2. Taping of fingers or toes. "Buddy Taping" no more than two (2) injured fingers or toes together should be permitted. Advanced notification to the Referee is recommended.
- 3. Tape to secure medical alert bracelets and pendants, religious objects, etc. should be permitted. Advanced notification to the Referee is recommended.
- 4. Tape to secure medical devices. Example insulin pumps, ostomy bags, etc. should be permitted. Advanced notification to the Referee is required.

The following uses of tape are <u>not permitted</u> in competition – irrespective of whether a Doctor's note has been presented.

- 1. Elastic Therapeutic Tape is never permitted.
- 2. Kinesio Taping is <u>never</u> permitted.
- 3. Any other taping intentioned to provide compression or support to muscles, ligaments, tendons or joints (except as stated above) is never permitted.

Jay Thomas

Chair, USA Swimming Rules & Regulations Committee

6/16/2024



Thank you!



Have great fun, Esafe meets!

