

Rappahannock Swim League Rules

03 May 2011

1. PURPOSE AND OVERVIEW.

Purpose

- 1.1. Provide the groundwork for a fair and equitable competition.
- 1.2. Help to eliminate confusion and disagreement.
- 1.3. Establish procedures for resolving disputes.

2. COMPETITOR ELIGIBILITY.

2.1. General Eligibility.

- 2.1.1. A competitor must be a bona-fide member of the Team he/she wishes to swim for. All team dues and RSL, Inc. insurance requirements must be met prior to any competitor's participation in any meet or practice.
- 2.1.2. The age group in which a competitor swims will be determined by his/her age as of June 1st of the current swim year. A competitor turning 19 after the June 1st cutoff is eligible to swim the entire season.
- 2.1.3. A competitor may only swim for one RSL, Inc. team during any single swim season. Once a competitor is placed on the team roster and attends one practice or one meet he/she is considered a member of that team.
- 2.1.4. Competitors may sign up at any time during the swim season.

2.2. Dual Meet Eligibility.

- 2.2.1. A competitor may participate in a maximum of three individual events and three relay events.
 - 2.2.1.1. A 6 & under competitor may be entered in only one 25 freestyle event.
 - 2.2.1.2. If a competitor is in more than the maximum number of individual events, that competitor will be disqualified from all individual events and each event will be re-scored accordingly.
- 2.2.2. A competitor may swim in a higher age group. If he/she does, all individual events must be swum in that age group for that meet.
 - 2.2.2.1. The competitor may return to his/her traditional age group for any relay events.
 - 2.2.2.2. A competitor may "swim-up" in a relay event only if no other competitor from that age group is available.

3. SEASON.

- 3.1. No RSL, Inc. team may hold organized practices before the Saturday of the Memorial Day weekend.
- 3.2. The Swim season shall last for ten weeks, ending with a Championship meet.

4. RSL SWIMMING RECORDS AND LEAGUE AWARDS.

- 4.1. RSL, Inc. records may be set in any meet sponsored by the League. For a time to be Official the following requirements must be met:
 - 4.1.1. The meet must occur in a 25 yard or meter pool.
 - 4.1.2. Three official times must be recorded.
 - 4.1.3. The record swim must be swum in competitor's official age group.
- 4.2. An award will be given to the individual who breaks an RSL, Inc. record.
- 4.3. An award will be given to each Division Champion.
 - 4.3.1. The Division Champion is based on the division won-loss record.
 - 4.3.2. The winner of the head-to-head competition between teams will break ties.
 - 4.3.3. If still tied after section 4.3.2, the point spread between team's head-to-head competitions will be used. The team with the highest point differential will be the Division Champion.

- 4.3.4. If still tied after section 4.3.3, the team who scores the most points during the dual meet season will be the Division Champion.
- 4.3.5. If still tied, no Division Champion will be declared.
- 4.4. An award will be given to each division's Championship Meet winner.

5. GENERAL COMPETITION RULES AND CONDUCT.

- 5.1. Current USS Rules and Regulations shall apply with the following exceptions.
 - 5.1.1. The backstroke turn will be judged using the current Virginia High School League Rules and Regulations (NFHS Swimming and Diving and Water Polo Rules Book, Rule 8, Section 2, Article 1f). The turn requires that some part of the swimmer's body contact the end wall. After the swimmer's head has passed the backstroke flag, prior to the turn, the swimmer's upper shoulder may (but is not required to) rotate past the vertical toward the breast before the touch is completed; providing such rotation is accompanied by an initiation of the turning action or continuation into the wall. The initiation of the turning action shall be accomplished by a single-arm or simultaneous double-arm pull, or in the absence of such pulls, by a downward, underwater movement of the head. After initiation of the turning action, no additional arm pulls may be started; however, kicking and gliding actions are permitted. The swimmer shall assume a position on the back before the feet leave the wall.
 - 5.1.2. Any swimmer (not the field) charged with two false starts in an event must be disqualified from the event.
 - 5.1.3. In relay races involving in-water starts, the in-water swimmer shall maintain contact with the end of the pool as follows: 1) at least one hand shall be in contact with the end of the pool; and 2) that hand shall be above the waterline.
- 5.2. Swimmers shall not be permitted to compete in attire (suits and caps) which includes the name or logo of any team other than the RSL team for which they are competing.
- 5.3. Spectators and competitors shall be controlled and placed so as not to interfere with the Officials or the competition area.
- 5.4. Once the starter for an event has positioned a competitor he/she may not receive additional coaching.
- 5.5. Coaches will caution competitors to avoid such conduct as:
 - 5.5.1. Deliberate false starts to "psych" other competitors.
 - 5.5.1.1. Entering the pool before the preceding event has completely ended.
 - 5.5.1.2. Cheering or crowding the pool in such a way as to hinder the judges and timers from performing their duties.
- 5.6. Judges and timers will avoid cheering for competitors in order to concentrate on their duties.
- 5.7. A running score shall be announced as soon as possible after the completion of each stroke and relay events. The referee can ask that this practice be suspended for sportsmanship reasons.
- 5.8. Any person who acts in an unsportsmanlike manner (including, but not limited to, profanity or abusive language) may be considered for disciplinary action at the discretion of the meet referee.
- 5.9. No alcoholic beverages or smoking will be permitted on the pool deck or in any other area used by competitors.
- 5.10. With the exception of law enforcement personnel, no firearms, whether concealed or not, will be permitted on the pool deck or in any other area used by competitors.
- 5.11. It is not the purpose of the Rappahannock Swim League Inc. rules contained herein to set standards of care for the safety of the competitor. The competitor and the community pool organization should address safety considerations wherever the meet is held.

6. MEET EQUIPMENT.

- 6.1. **Home Team Equipment.**
 - 6.1.1. Public Address System or equivalent (Bull Horn).
 - 6.1.2. Starting device. (in order of preference)
 - 6.1.2.1. Electronic starting system.

- 6.1.2.2. Air horn.
 - 6.1.2.3. Whistle.
 - 6.1.3. Starting Blocks.
 - 6.1.3.1. Starting blocks shall be used only in the end of the course where the depth is a minimum of four feet. Blocks may only be used on one end of the pool for any event.
 - 6.1.4. Lane ropes.
 - 6.1.5. Lane designators.
 - 6.1.5.1. Lanes will be numbered 1-6 (based on facility) from right to left as you view the course from the starting end of the pool.
 - 6.1.6. False start rope (optional).
 - 6.1.7. Stopwatches as listed below for the number of legal lanes in the pool. Watches must record a time to at least the hundredth of a second.
 - 6.1.7.1. Eight lane pool = 16 watches
 - 6.1.7.2. Six lane pool=13 watches
 - 6.1.7.3. Five lane pool=11 watches
 - 6.1.7.4. Four lane pool=10 watches
 - 6.1.8. Table, chairs and pencils for scorekeepers and for the clerk of the course.
 - 6.1.9. Seeding board for the clerk of the course.
 - 6.1.10. Disqualification slips.
 - 6.1.11. Calculator.
 - 6.1.12. Lanes shall be a minimum of five feet in width, separated by ropes. All lanes should be clear of obstructions and preferably marked with a black line on the bottom of each lane.
 - 6.1.13. Backstroke surface markers, positioned 15 meters or 16.4 yards from each end of every lane.
 - 6.1.14. Backstroke overhead flags, positioned 5 meters or 15 feet from each end of every lane.
 - 6.1.15. Computer and printer.
- 6.2. **Visiting Team Equipment.**
- 6.2.1. A minimum of 14 stopwatches, of which several will be extra reserve.
 - 6.2.2. Starting system for back-up and medley relays.

7. DUAL MEET DETAILS.

- 7.1. **Individual Events (boys and girls).**
- 7.1.1. 6 & under (freestyle only)
 - 7.1.2. 8 & under (Butterfly, Backstroke, Breaststroke and Freestyle)
 - 7.1.3. 9-10 (Butterfly, Backstroke, Breaststroke and Freestyle)
 - 7.1.4. 11-12 (Butterfly, Backstroke, Breaststroke and Freestyle)
 - 7.1.5. 13-14 (Butterfly, Backstroke, Breaststroke and Freestyle)
 - 7.1.6. 15-18 (Butterfly, Backstroke, Breaststroke and Freestyle)
 - 7.1.7. Junior 100, competitors 12 & under (Freestyle and Individual Medley)
 - 7.1.8. Senior 100, competitors 13 & over (Freestyle and Individual Medley)
- 7.2. **Relay Events.**
- 7.2.1. Junior 100, competitors 12 & under (Medley)
 - 7.2.2. Senior 100, competitors 13 & over (Medley)
 - 7.2.2.1. The Senior Medley Relays shall consist of no more than three competitors from the 15-18 age group and must have one competitor from the 13-14 age group.
 - 7.2.3. Graduated 125 (Freestyle)
 - 7.2.3.1. The Graduated relay events shall consist of one swimmer from the following age groups: 8 & under, 9-10, 11-12, 13-14 and 15-18.
 - 7.2.3.2. Competitors shall swim the Graduated relay in age order, youngest to oldest.
- 7.3. **Event Numbers and Distance.**
- 7.3.1. Event Numbers: Girls=odd numbers, Boys=even numbers
 - 7.3.1.1. 1-2 Junior 100 Freestyle
 - 7.3.1.2. 3-4 Senior 100 Freestyle
 - 7.3.1.3. 5-14 Age Group Freestyle Relays

- 7.3.1.4. 15-26 Freestyle
- 7.3.1.5. 27-36 Butterfly
- 7.3.1.6. 37-46 Backstroke
- 7.3.1.7. 47-56 Breaststroke
- 7.3.1.8. 57-58 Junior 100 Individual Medley
- 7.3.1.9. 59-60 Senior 100 Individual Medley
- 7.3.1.10. 61-62 Junior 100 Medley Relay
- 7.3.1.11. 63-64 Senior 100 Medley Relay
- 7.3.1.12. 65-66 Graduated 125 Freestyle Relay

7.3.2. Distance for individual events

- 7.3.2.1. 10 & under events = 1 length
- 7.3.2.2. 11-18 events = 2 lengths
- 7.3.2.3. Individual Medley = 1 length of each stroke
- 7.3.2.4. 100 Freestyle = 4 lengths

7.3.3. Distance for Relay events

- 7.3.3.1. Age group Freestyle = 4 lengths, one length per competitor, beginning from the start end of the pool, with swimmers 2 and 4 starting in the water on turning end of the pool
- 7.3.3.2. Medley = 4 lengths, one length per competitor, beginning from turning end of the pool, with swimmer 3 starting in the water on turning end of the pool
- 7.3.3.3. Graduated = 5 lengths, one length per competitor, beginning from the start end of the pool, with swimmers 2 (9-10 competitor) and 4 (13-14 competitor) starting in the water on turning end of the pool

7.4. **Entry Limitations for Dual Meets.**

7.4.1. Each team may enter the following number of Competitors per event:

- 7.4.1.1. Unlimited competitors in 25 and 50 Freestyle events.
- 7.4.1.2. The number of legal lanes in the competing pool will determine all other individual event entries.
 - 7.4.1.2.1. 6 or 8 lane pool- 6 swimmers per event
 - 7.4.1.2.2. 5 lane pool- 5 swimmers per event
 - 7.4.1.2.3. 4 lane pool
 - 7.4.1.2.3.1. In any Meet hosted at a pool with four (4) lanes, either Team, Host or Visitor, shall be able to swim three (3) Heats or a maximum of six (6) swimmers in the Age individual stroke (backstroke, breaststroke and butterfly) races. For junior and senior individual events, each team shall be limited to 4 swimmers per event.
- 7.4.1.3. 2 relay teams per event.
- 7.4.1.4. At the discretion of the Clerk of Course and with the permission of the Head Referee, either team may, in the event of extra lanes or an unfilled event, swim one or more extra competitors or relay teams on an Exhibition, no-point basis. Care should be taken to inform all coaches, judges, timers and scorers of the entry of these exhibition competitors. No Freestyle exhibition will be allowed.

7.5. **Entry Cards, Event Planners and Additions/Substitutions.**

7.5.1. **Entry Cards.**

- 7.5.1.1. Entry cards for individual events must have:
 - 7.5.1.1.1. Competitor's first name, last name, middle initial and age as of June 1st.
 - 7.5.1.1.2. Team abbreviation.
 - 7.5.1.1.3. Event number, distance and stroke.
 - 7.5.1.1.4. In the upper right-hand corner, beginning with #1, consecutive numbers indicating fastest to slowest competitors for each event.
 - 7.5.1.1.5. Competitor's name circled if the competitor is swimming in an older age group.
 - 7.5.1.1.6. Exhibition competitors, if entered, must have "EXHIBITION" clearly marked on the entry card.
- 7.5.1.2. Entry Cards for events 1-4 and 15-60 shall be turned into the clerk of the Clerk of the Course no later than 15 minutes before the scheduled start of the meet.

7.5.1.3. Entry Cards for events 5-14 (Freestyle relays) shall be submitted to the timers on each lane prior to the start of these events. Teams will be responsible for getting their own competitors to the correct lanes on time for these relays. The remaining relay event cards shall be submitted to the lane timers before the start of the relay.

7.5.2. Event Planners and Team Data Disk.

7.5.2.1. Event Planner sheets shall be supplied to each team. This form will provide space for:

7.5.2.1.1. Names of the competitors on a team participating in a dual meet by age group (boys and girls separate) and all possible event entries

7.5.2.1.2. Events for which each competitor is entered shall be checked off by that competitor's name.

7.5.2.2. Competitors swimming in an older age group shall have their names circled.

7.5.2.3. The Event Planner will be used in the event of a protest to determine the competitor's scheduled events, and or any other discrepancies.

7.5.2.4. Event Planners (2) must be turned in to the: Scorekeeper (original copy) and the Clerk of the Course (copy) 15 minutes prior to the scheduled start of the meet.

7.5.2.5. Team meet entry data (2 copies) must be turned in to the Scorekeeper 15 minutes prior to the scheduled start of the meet.

7.5.3. Additions/Substitutions.

7.5.3.1. Once the event planner has been submitted, and the 15 minute window has passed, no additional changes can be made to any event unless specified below:

7.5.3.1.1. Additions may be made in an unfilled event to accommodate late arrivals. A late arrival may not replace an individual already entered in the meet.

7.5.3.1.2. Relay competitors may be changed up to the start of the relay event in which that competitor is participating. These changes must be submitted in writing on the event card and to the event planner located with the scorekeeper.

7.5.3.2. If a meet is rescheduled, or resumed on a different date after it has been suspended, and a competitor is unable to attend this new meet, his/her space may be filled by a new competitor. However a competitor already entered into 3 individual events cannot change events to fill any empty lanes resulting from the rescheduled meet. A competitor not entered in the original meet may compete in the rescheduled meet in events that are not filled or that have absent swimmers due to the meet resuming on a different date.

8. DUAL MEET SCORING AND POSTPONEMENTS.

8.1. The meet runner shall present the entry cards with recorded times to the scoring table.

8.2. After the scorer has received all the cards from an event, the cards are processed in accordance with 10.11.2 and 10.11.3. The official times will then be entered in the league provided scoring software. The fastest time shall receive first place, the second fastest time shall receive second place, the third fastest time shall receive third place and so on.

8.3. For all individual events, teams may receive awards for 1st, 2nd or 3rd places for that event. However a team that sweeps an event will only receive points for the first two places. The third place point will not be awarded.

8.4. Points will be awarded as follows:

8.4.1. **Individual events-** (6& under freestyle events do not receive points)

8.4.1.1. First place- 5 points

8.4.1.2. Second place- 3 points

8.4.1.3. Third place- 1 point (except as noted in section 8.3)

8.4.2. **Relay events.**

8.4.2.1. First place- 5 points.

8.4.2.2. All other places- no points awarded.

8.5. Dual meet competitor awards.

8.5.1. Awards will be given for competitors who finish in 1st-6th place per individual event. This includes the 6& under event though no points are awarded.

8.5.2. Awards will be given to all competitors on the 1st and 2nd and 3rd place relay teams per relay event.

8.6. Rain delays/ postponements.

8.6.1. Before the start of the season, each RSL team shall provide a rain date for each of their home meets. These rain dates need to be scheduled in a timely fashion to conform to the requirements of the “seeding party”.

8.6.2. Prior to the official start of the meet, the RSL representatives for the competing teams may agree to reschedule the meet due to adverse weather conditions.

8.6.3. By mutual consent of the two RSL representatives a meet may be suspended due to inclement weather once the meet has officially started. If the Representatives cannot agree, the Referee will be the deciding authority. In the event of lightning a minimum delay of 20 Minutes is required (home team regulations, if longer, will apply). Each succeeding sighting of lightning requires an additional minimum delay of 20 minutes. In cooperation with the home pool the referee may determine when the teams can reenter the water and continue the meet.

8.6.4. Once a meet is suspended due to adverse weather conditions, the meet can be rescheduled once cumulative weather delays exceed one (1) hour. Such a decision should not be made prior to 7:30pm. A suspended meet cannot be continued after 10:00pm, unless each team’s RSL Representative agrees.

8.6.5. Any rescheduled or resumed meet must take place prior to “seeding party” deadline.

8.6.6. If a meet must be rescheduled due to inclement weather, the rain date provided by the home team shall be the date utilized for the meet. A resumed suspended meet shall continue at the point the meet was suspended.

8.6.7. If a meet cannot be completed on either the scheduled date or the rain date, the RSL Representatives may mutually consent to reschedule the meet on another date. If an agreement cannot be reached for rescheduling a meet, the home team RSL Representative shall submit a written report to the Board detailing the reasons the meet cannot be completed.

8.6.8. The results of a meet that cannot be completed under the steps detailed in the above sections shall be scored as follows:

8.6.8.1. If 46 events have been completed at the time of the meet’s suspension, the meet score as of the last fully completed event will determine the winner.

8.6.8.2. If less than 46 events have been completed in a meet that cannot be continued, no winner or loser will be declared. Any completed events will be eligible for use in qualifying for the Championship Meet and for RSL, Inc. league records.

9. PERSONNEL REQUIRED.

For all dual meets, the home and the visiting teams shall provide the following Officials:

<u>Official’s Title</u>	<u>Home Team</u>	<u>Visiting Team</u>
Referee	1	0
Starter	1	0
Stroke & Turn Judge	2	2
Clerk of the Course	2	2
Scorer	3	3
Head Timer	1	0
Lane Timer (see below)	9	9
Awards Clerk	1	1
Announcer	1	0
Runner	2	0
Safety Marshall	1	1

These numbers are to be viewed as the minimum number of necessary officials.

- When 8 lanes are used, 12 timers from each team.
- When 6 lanes are used, 9 timers from each team.
- When 5 lanes are used, 7 timers from the home team and 8 timers from the visiting team.
- When 4 lanes are used, 6 timers from each team.

10. DUTIES OF OFFICIALS.

- 10.1. Starters, Stroke & Turn Judges, Clerks of the Course, Scorers, and Head Timers must attend an RSL sponsored clinic once every 2 years.
 - 10.1.1. Any Starter, Stroke & Turn Judge, Clerk of the Course, Scorer, or Head Timer certified under another swimming program for the current year who will not be attending an RSL clinic must provide proof of certification and obtain a waiver from the chairperson of the officials committee before being allowed to officiate for the RSL for the season.
- 10.2. Referees must attend an RSL sponsored clinic every year.
 - 10.2.1. Any Referee certified under another swimming program for the current year who will not be attending an RSL clinic must provide proof of certification and obtain a waiver from the chairperson of the officials committee before being allowed to referee for the RSL for the season.
- 10.3. All attendees at such clinics will receive written certification to verify participation.
- 10.4. **Referee.** The Referee shall:
 - 10.4.1. Have full authority over all officials and shall assign and instruct them prior and during the meet. The Referee shall have authority to decide any questions relating to the actual conduct of the meet, unless otherwise specified by RSL rules.
 - 10.4.2. Signal the starter, before each heat, when the pool is clear and ready for competition with the Stroke & Turn Judges in position.
 - 10.4.3. Determine the final decision on any point where the opinions of any other official differ.
 - 10.4.4. Sign off on all Disqualification slips (DQ) ensuring each is properly filled out as described in section 10.6.3. If in the opinion of the Referee, the DQ is not valid for any reason, then the Referee shall overrule the decision of the signatory official.
 - 10.4.4.1. Ensure the timely delivery of all valid DQs to the Scorekeeper.
 - 10.4.4.2. Ensure the timely delivery of each valid DQ to the offending athlete's coach(es).
 - 10.4.5. Prohibit the use of any bell, siren, horn or any other artificial noisemaking device, if in his/her opinion it is interfering with the course of the meet.
 - 10.4.6. Disqualify any competitor for any personally observed rules violation.
 - 10.4.7. Have the authority to interpose in a competition at any stage after the start of the meet to ensure competitive racing conditions and rules are observed.
 - 10.4.8. Sign the score sheet at the conclusion of the meet.
- 10.5. **Starter.** The Starter shall:
 - 10.5.1. Be supplied with an approved starting device as specified in RSL rule 6.1.2.
 - 10.5.2. Take a position within 10 feet of the starting edge of the pool, in a position so as to provide all timers with an unobstructed view of the starting device.
 - 10.5.3. Upon clearance from the Referee, assume full control of the competitors until a fair start has been achieved.
 - 10.5.4. When the last swimmer of the previous heat has finished the race, announce the EVENT NUMBER, HEAT NUMBER, BOYS/GIRLS, YARDAGE and STROKE. Direct the competitors into their starting position (STEP UP or step in) and issue final instructions to include:
 - 10.5.4.1. For backward starts (Backstroke and Medley Relay), the competitors must assume a starting position with the swimmer in the water facing the starting edge of the pool. The competitor's hands must be located on the pool deck, starting grips, or pool lip. After the command, "PLACE YOUR FEET", the competitor must assume a position with his/her feet, including toes, under the surface of the water. Curling toes over any gutter, above or below the water, prior to and during any of these starts is not permitted.
 - 10.5.4.2. The distance to be covered.

- 10.5.4.3. The stroke(s) to be swum and in what order.
- 10.5.4.4. The number of lengths to be covered.
- 10.5.5. Follow the instructions above with the command, "TAKE YOUR MARK." Sufficient time should follow this command to enable all competitors to assume a starting position. All competitors must assume a still position prior to the use of the starting device.
- 10.5.6. With the concurrence of the Referee, adapt any starting procedure to accommodate a handicapped competitor.
- 10.5.7. With the concurrence of the Referee, disqualify competitors for delaying the start by entering the water while assuming a starting position, or for willfully disobeying an order on the start, or for any other misconduct observed while in the starting area.
- 10.5.8. If in his/her opinion a false start has been committed, (see current USS Rules and Regulations regarding the description of a false start) the Starter shall immediately recall the swimmers using the starting device again and/or a recall rope (if available).
- 10.5.9. Any competitor charged with two false starts in one event, will be disqualified from that event. False starts charged to the entire field do not count towards a competitor's count.
- 10.6. **Stroke & Turn Judge.** The Stroke and Turn Judge shall:
 - 10.6.1. Observe the competitors in his/her assigned area to ensure all applicable rules pertaining to the stroke being swum are performed.
 - 10.6.2. Upon sighting a violation, immediately raise a hand to signal the infraction.
 - 10.6.3. The Stroke and Turn Judge will then fill out a DQ slip and will present it to the Referee for concurrence. The DQ slips must include the following information:
 - 10.6.3.1. Event Number
 - 10.6.3.2. Heat Number
 - 10.6.3.3. Lane Number
 - 10.6.3.4. Team
 - 10.6.3.5. Competitor's Name
 - 10.6.3.6. Rule Violation Observed
 - 10.6.3.7. Observing Official's Printed Name
 - 10.6.3.8. Dual Confirmation for Relay False Starts (Separate Slip)
 - 10.6.4. In so far as possible every effort should be made to explain to the competitor or their coach the reasons for their disqualification.
- 10.7. **Place Judges.**
 - 10.7.1. Place judges will not be used; the order of finish for an event will be decided by the time cards only.
- 10.8. **Relay Take-off Judges.**
 - 10.8.1. There shall be 2 judges positioned at each end of the pool for relay events.
 - 10.8.1.1. Judges shall be positioned on opposite sides of the pool within 2 feet of the end of the pool.
 - 10.8.1.2. Each team shall provide 2 Judges (Certified Referee or Stroke and Turn Judge or Starter). Judges will pair; one from each team and the Referee shall position them as described in section 10.8.1.1.
 - 10.8.2. Judges shall ensure the competitor starting does so after the competitor in the water touches the end of the pool. The competitor may be in motion when the touch is made. No false start shall be called as long as some part of the starting competitor is still in contact with the starting block or the edge of the pool. In the case of an in-water start, contact must be in accordance with 5.1.3.
 - 10.8.3. Both Take-off Judges (Dual Confirmation) need to confirm a false start for a violation to have occurred using the "eyeball system".
- 10.9. **Head Timer.** The Head Timer shall:
 - 10.9.1. Prior to the start of the meet he/she shall group and instruct the timers on their responsibility and procedures for timing. This meeting should also include a test to verify the accuracy of all watches to be used.
 - 10.9.2. Assign 3 timers to each lane.
 - 10.9.3. Designate one of these timers as the official recorder for that lane.
 - 10.9.4. Signal the Referee that all timers are ready to proceed with the next heat.

10.9.5. Be responsible for delivering to the scorers, via the runner, all official time cards as completed

by the lane recorder. This is to include the time cards of any disqualified swimmer.

10.9.6. Shall start his/her watch(es) on every race. The Head Timer's watch shall be used in the event of a failure for any reason of an official lane timer's watch.

10.10. **Lane Timers.** The Lane Timers shall:

10.10.1. Perform their duties in the lane assigned to them by the Head Timer.

10.10.2. Look at the starting device after the Referee gives control of the competitors to the Starter.

Upon sighting the flash from the starting device they should start their watch. The only time sound should be used to start a watch is when the starting device does not have a visual signal.

10.10.3. Stop their watch immediately when any part of the competitor's body touches the pool or course.

10.10.4. Promptly report the time listed on their watch to the lane recorder and if asked, present the watch for inspection.

10.10.5. Not clear any time from their stopwatch until after all times (from their respective lane) have been recorded on the time cards.

10.11. **Scorekeepers.**

10.11.1. Each team will provide one scorer, one recorder and one data checker.

10.11.1.1. The scorers will be jointly responsible for:

10.11.1.1.1. Overseeing the entire scorekeeping process.

10.11.1.1.2. Determining the official times as prescribed in section 10.11.2.

10.11.1.1.3. Enter official times into league provided scoring software.

10.11.1.1.4. Determining and posting individual team scores and results.

10.11.1.1.5. Informing the clerk of the course of any entry changes and/or scratches.

10.11.1.1.6. Confirming record breaking time cards have the required 3 recorded times.

10.11.1.1.7. Marking DQ and attach the DQ slip to an entry card where an infraction was recorded and countersigned by the referee.

10.11.2. To determine the Official time for a competitor use the following:

10.11.2.1. Three times listed on an entry card

10.11.2.1.1. At least 2 times agree, that time is official.

10.11.2.1.2. No times agree, the intermediate time is official.

10.11.2.2. Two times or fewer listed on an entry card

10.11.2.2.1. With 2 times the average time will be official.

10.11.2.2.2. With 1 time, that shall be official.

10.11.3. All official times will be circled on the entry card.

10.11.4. For any pool not conforming to a 25-yard or meter distance, the official time must be converted using the following conversion factors.

10.11.4.1. 25 yard pool Yards to 25 meters = 1.1

10.11.4.2. 20 yard pool Yards to 25 meters = 1.45

10.11.4.3. 20 yard pool Yards to 25 yards = 1.33

10.11.5. The recorders shall jointly be responsible for:

10.11.5.1. Entering changes in event results at the direction of the Referee.

10.11.5.2. Making corrections to either the score sheet or the software program in the event errors are detected.

10.11.5.3. Producing the meet results.

10.11.6. The Data Checkers shall be jointly responsible for:

10.11.6.1. Determining the official order of finish in each event.

10.11.6.2. Verifying the entry cards and timing sheets are correct.

10.11.7. Dual meets will be scored using league provided software. The home team is responsible for the Hy-Tek Meet Manager set up, prior to the start of the meet. The visiting team is responsible for providing to the home team a copy of its meet entries and a backup of their Hy-Tek Team Manager database. At the conclusion of the meet, the home team will provide the visiting team a backup disk of the Hy-Tek Meet Manager and a print out of the meet results.

10.11.8. At the conclusion of the swim meet, the home team is responsible for providing to the RSL record chairperson or their representative:

- should
- 10.11.8.1. A list of identified triple winners and/or RSL record breakers. The information include competitor's name, event with description, gender of the competitor, type of pool (yards or meters), official time, and the team affiliation. This list shall be reviewed by the scorers and signed.
 - 10.11.8.2. All entry cards including scratches, disqualified entry cards and DQ slips.
 - 10.11.8.3. Meet entry event planners from both teams.
 - 10.11.8.4. Disk or CD with export of Hy-Tek Meet Manager meet results (2 copies if it is an out of division meet).
 - 10.11.9. At the conclusion of the swim meet, the home team is responsible for e-mailing a backup of the Meet Manager meet results to the division data coordinator.
 - 10.11.10. The Scorer, Data Checker and Referee shall each sign the Official score sheet at the end of the meet. No changes to the final score will be allowed after that point, unless by official protest by the Team Representative.

10.12. **Clerk of the Course.** The Clerk of the Course shall:

- 10.12.1. Be provided with an area clearly marked as "CLERK OF THE COURSE" where all competitors must report as soon as their event is called to report.
- 10.12.2. Collect the entry cards from each team. Entry cards will then be placed in order from fastest to slowest, as designated by the number in the upper right hand corner of the card. (1 = fastest competitor)
- 10.12.3. Collate the entry cards into events, heats and lanes.
- 10.12.4. The entry cards marked as slowest will be placed in the first heat with the subsequent heats containing faster competitors.
- 10.12.5. Lane assignments:
 - 10.12.5.1. In a 4-lane pool the home team will use lanes 1 and 3. Lanes 2 and 4 will be used by the visiting team.
 - 10.12.5.2. In a 5-lane pool, the home team in heat 1 will have lanes 1, 3, and 5. The visiting team will use lanes 2 and 4. In heat 2 the home team will swim in lanes 1 and 3. The visiting team will swim in lanes 2, 4, and 5.
 - 10.12.5.3. In a 6-lane pool, the home team will use lanes 1, 3, and 5. The visiting team will use lanes 2, 4, and 6.
 - 10.12.5.4. In an 8-lane pool, the home team will use lanes 1, 3, 5, and 7. The visiting team will use lanes 2, 4, 6, and 8.
 - 10.12.5.5. Relay lane assignments:

<u>Relay Team</u>	<u>4 and 5 lane pool</u>	<u>6 lane pool</u>	<u>8 lane pool</u>
Home A relay	3	3	5
Home B relay	1	5	3
Visiting A relay	2	4	4
Visiting B relay	4	2	6

10.13. **Safety Marshall.** The Safety Marshall shall:

- 10.13.1. Watch over warm-ups in addition to the team coaches.
- 10.13.2. Ensure RSL safety measures are followed during team warm-ups.
 - 10.13.2.1. Ensure that while practicing strokes, all entries are made feet first into the water. Absolutely no dives or backstroke starts will be allowed.
 - 10.13.2.2. Ensure that while practicing starts, all starts are made from the block or the wall at the start end. Competitors will swim one length and exit the pool at the opposite end from which they started.

10.14. **Announcer.** The Announcer shall:

- 10.14.1. Announce the following before the start of the meet:

of “This meet is hosted and sponsored by the Rappahannock Swim League, Incorporated. All spectators, athletes and coaches are reminded the RSL is committed to the development of sportsmanship, teamwork, dedication and a love for the sport of swimming.”

10.14.2. Announce on two other occasions the following:

“This meet is hosted and sponsored by the Rappahannock Swim League, Inc.”

10.14.3. Announce a running score as given to him/her by the scorer, ensuring that such announcement does not interfere with the starter or any other official.

11. NON DUAL MEET DETAILS.

11.1. From time to time the RSL Board of Directors may add additional meets to the season. These specialty meets will have rules and details as voted on by the board.

12. CHAMPIONSHIP MEET DETAILS.

12.1. The RSL, Inc. Board of Directors will decide the Championship Meet site. The Divisions will decide the Championship format.

12.2. Championship meet qualifications.

12.2.1. To participate in the championship meet, a 7 and older competitor must have participated in two dual meets. A 6 and under competitor must have participated in one dual meet.

12.2.2. To participate on a relay, a competitor needs to qualify to participate in the meet.

12.2.3. To qualify for an individual event, a competitor must have an official time for that event from the current dual meet season.

12.2.3.1. The 6 & under freestyle event qualifies a competitor for either the 8& under freestyle event or the 6 & under freestyle event for the Championship Meet.

12.3. **Championship Meet Officials.**

12.3.1. Each team shall submit Officials for the Championship Meet to the RSL appointed Meet Director.

12.3.2. Officials for the Championship Meets shall be selected from a pool of those Officials who have satisfactorily handled the duties during the Dual Meet Season. Any Official whose suitability is questioned will be referred to the President of the RSL, Inc. for final resolution.

12.4. **Entries and Time Standards.**

12.4.1. Team entries.

12.4.1.1. Individual events.

12.4.1.1.1. Teams have unlimited entries in the 6 and under freestyle events.

12.4.1.1.2. Teams may enter 8 swimmers in the age group freestyle events (dual events 17 – 26).

12.4.1.1.3. Teams may enter 6 swimmers in all other individual events.

12.4.1.2. Relay events.

12.4.1.2.1. Teams may enter 1 relay in each relay event.

12.4.1.2.2. Teams may enter a second non-scoring freestyle relay for 8 & under, 9-10 and 11-12 swimmers (dual events 5 – 10).

12.4.2. Competitors will be limited to a maximum of 3 individual events and 3 relay events.

12.4.3. All entries must be submitted 7 days prior to the Championship Meet at the division seeding party. Each team shall bring to the seeding party:

12.4.3.1. At least two people, preferably a coach and a data person.

12.4.3.2. Two media copies of your Team Manager team entries.

12.4.3.3. One media backup of your Team Manager data base.

12.4.3.4. A Team Manager printout by event of your team entries.

12.4.3.5. RSL event planner, as described in 7.5.2. The event planner will be used in the event of a discrepancy to determine the competitor’s scheduled events.

12.4.4. After submission of each team’s entries, Time Standards will be established for all scored events.

12.4.4.1. Each event shall have the entries ranked from fastest to slowest.

12.4.4.2. The event entries shall be divided into 3 groups designated A, B, and C. Any event not divisible completely by 3 shall have any remainder placed first into the C group and

the additional remainder (if any) into the B group.

Example entry count of 26: A=8 B=9 C=9.

12.4.4.3. In the case identical time entries exist in two groups, calculate the time difference between the identical entries and the entry immediately above and below the identical entries. Move all the identical entries to the group with the smallest difference. If the difference is the same, the entries will be moved to the faster group.

12.4.5. Within 24 hours of the conclusion of the seeding party, each team shall be given their team's psych sheet to ensure the accuracy of the entry times. Any corrections to the entry times must be made by the Monday following the seeding party. Once the seeding has been set no changes may be made.

12.5. **Championship Meet Scoring and Awards.**

12.5.1. In unscored individual events, awards will be given to the 6 competitors who achieve the fastest times. All other competitors will be given an "I DID MY BEST" ribbon.

12.5.2. In scored individual events, points will be given to the 6 competitors who achieve the fastest times in each of the A, B, and C groupings. Points awarded for 1st through 6th places will be: 7, 5, 4, 3, 2, and 1, respectively. Awards will be given to the 6 competitors who achieve the fastest times in each of the A, B, and C groupings.

12.5.3. In unscored relay events, awards will be given to the 6 teams who achieve the fastest times.

12.5.4. In scored relay events, points will be given to the 6 teams who achieve the fastest times. Points awarded for 1st through 6th place will be: 14, 10, 8, 6, 4, and 2, respectively. Awards will be given to the 6 teams who achieve the fastest times.

13. PROTESTS.

13.1. Protests involving turns, strokes, and other swimming violations must be lodged with the Referee by the team coach or RSL Representative within 30 minutes after notification of the violation.

13.2. Protests involving the Referee certified score must be lodged with the RSL President or his/her designee within 24 hours of the end of the meet. This protest must come from the RSL Representative in phone or in person. The League designee will perform an audit of the entire meet. If any correction is necessary the President will inform both teams involved, this corrected score will become the Official score.

13.3. The RSL Representatives must refer protests involving RSL, Inc. rules in writing to the League President. The protest letter must be postmarked 3 days after the protested meet. Upon receipt of a letter within the prescribed time limit, the League President will provide a courtesy telephone call to the designated representative of the teams involved. A grievance committee will be appointed by the League President composed of 3 Board Members from teams outside the protesting team's division. The decision of said grievance committee will be made available within 30 days and shall be final. The League President upon receipt of the decision will forward the decision to the teams involved within 3 days.

13.3.1. In the event time does not permit the appointment of a grievance committee to resolve a protest of an RSL rule, the League President may at his/her discretion resolve the dispute and then may forward the protest to a committee for further review.

13.3.2. Grievance committee reports shall be forwarded to the Rules Committee if necessary to clarify an RSL rule.

13.4. All disqualifications involving bona-fide judgment calls are final.

14. RULE CHANGES.

14.1. All rule changes must be made prior to the date of the first scheduled dual meet. No rule changes will be made after that date.

15. POLICES AND PROCEDURES.

15.1. The RSL, Inc. may adopt other polices and procedures not spelled out as a rule for competition. Additional information can be found in the RSL By-Laws and Polices and Procedures handout.