

- **Rule 5: Section 1: Order of Events**

- JV then Varsity Heats
- 500yd vs. 400m
- Diving timing (Before the meet, normal time, or during the meet)
- Break before Fly
 - 15 minutes total, at least 10 in water

- **Rule 5: Section 2 and 3: Seeding and Lane Assignments**

- Reseed IF TIME
- Odd lane and even lanes for Dual meets
- In pools with odd number of lanes, a lane shall be voided and lanes renumbered if necessary
- Be human and have some understanding if there are mistakes
- Swimmers with no submitted times shall be seeded lowest by lot

- **Rule 5: Section 4: Qualifying**

- State Qualifying times MUST have at least 2 watch times
- The First swimmer of Relay can qualify for an individual event
 - Coaches need to let referee AND table know PRIOR to relay
 - 2 watches need to be used with BOTH times written down
 - That swimmer qualifies as long as their swim is legal. *If the relay team DQs, but the swimmer was legal, they still qualify for state*
- Swim offs might happen for finals/consolations or consolation/alternate
 - 25 minutes after the SWIMMER'S last swim (not the meet)
 - No longer than 45 minutes
 - *If they DQ, then they take the lower place. They still get to swim later.*
 - There are other ways to settle a swim off if the swimmers want to

- **Officials Duties during the Meet**

- Arrive 30 minutes prior to Meet starting
 - Need to be Ready to go, In uniform
 - Time to check Dive cards, pool for issues, etc.
- Check Dive Cards before Diving event
 - Check the top of the card for completeness (Diver's first and last name/school name/Event/Diver's Signature/Coaches Signature).
 - Check the dive numbers against the description and position for accuracy. Once diving starts, only the position can change for the Lower DD.
 - **6 dive cards**
 - Designated Voluntary dive of the week must be completed first and have a degree of difficulty (DD) of no more than 1.8.
 - Five optional dives must cover 4 of the 5 categories.
 - Add up the total degree of difficulty (DD) of the 5 optional dives and write it on the card. This allows you to check for state qualifying degrees of difficulty(DD).
 - **11 Dive Cards**
 - Check categories-Series of counting

- 5 voluntary dives-2 in the preliminaries (first 5 dives), 2 in the semi-finals (dives 6,7 and 8), 1 in the finals (last 3 dives). All 5 diving categories (forward group, back group, reverse group, inward group and twisting group) must be represented.
- All 5 categories must be performed in the first 8 dives.
- 6 optional dives-all five categories must be performed with one category doubling up. The double cannot happen before the final 3 rounds.
- Check the total DD for the voluntary dives. The degree of difficulty cannot exceed 9.0
- Add up the total degree of difficulty (DD) of the 6 optional dives and write on the card. This allows you to check for the State qualifying degree or difficulty (DD).
- Timers Meetings (Any official can talk to timers)
 - Make sure you have the correct swimmer in your lane
 - At the start step back so as not to be between the blocks. The starter needs a good clear view of all competitors in all lanes
 - Use trigger finger to start and stop the watch
 - Start the watch with the strobe light
 - At the end of the race, get right up over the finish end wall, stop watch when some part of the swimmer's body contacts the wall
 - Pad, Pickle, and Watch are the times needed in that order. If all else fails, make sure to use the pickle
 - Write down the time from your watch... not time on the board
 - **Start your watch even if no one is in your lane**
 - No cell phones-pay attention
- Timing the Breaks (Usually Referee's responsibility, but anyone can keep time)
- Keeping the pace for the meet, but not rushing to finish. **We are contracted for 3 hours. Don't try to finish in 30 minutes. Average for a dual meet is about 90 minutes**
- Meet with the Table Before the Meet
 - Run an exceptions report (Should be blank)
 - Ask how they want to be notified about DQs
 - Who is the admin/meet director IF there is an issue
- Be watching the Pool
 - Level of professionalism when on the deck. Appear Impartial, especially at larger meets like invites or championship meets.
 - **Don't be talking with students, coaches, parents DURING the races. If there are questions, talk in between races or during breaks**
 - Be confident in your calls, give the benefit of the doubt.
 - Raise your hand tall and long enough for other officials and coaches to see it
 - Have your dive cards to communicate lanes for DQs
 - **WRITE DOWN YOUR DQs ON YOUR PROGRAM!**
- **Deck Positioning**
 - Meet Referee
 - In charge of the meet
 - Leads coaches and captains meetings
 - 5-10 Minutes before meet start
 - Dual Meets
 - Introduce yourself and the officiating crew/Shake hands
 - Quick review of any new rules

- Starting protocol/ Whistle commands, **Backstroke STEP IN!**
- Tape/Letter of special circumstances
- Good sporting conduct
- Uniform guidelines/appropriate coverage/Deck changing
- Unsporting/unacceptable
- Teams areas and staying out of officials path
- One Counters for the 500/Give official room to walk
- Declared False starts
- Anything unusual about the meet
- Specific questions
- Good Luck and conclude the meeting
- Championship Type Meets
 - Introduce yourself and the officiating crew
 - Declared false start (DFS) procedures
 - **Entry Limits (DFS Counts an entry)**
 - Starts—commands dual confirmation, Flyovers, backstroke reminder on the STEP IN
 - Rules surrounding a protested call
 - Administrative info—dive cards, awards, clerk of the course, etc.
 - Good sporting behavior
- Has final call about rules and violations
- Can make a call for any swimmer at any time, regardless of position
- Does NOT have to be the starter
- Has Meeting with other officials to ensure that everyone knows their jobs
 - Is Accoss helping with the first turn on Fly/IM/Breast?
 - Is there a diving well?
- Diving Referee (Does NOT have to be the Meet Ref)
 - Lead Diving meeting
 - Listen to the announcement of the dive—let us know if there problem
 - The dive number controls what you do
 - With the exception of the position, no change can be made to the card once competition has started. In championship meets no change can be made 60 minutes prior to the start.
 - The dive position can be changed at any time prior to the dive
 - Requests for re-dive due to distraction must come from the diver to the Diving Ref
 - Dive starts when on the board.
 - If championship meet explain cuts
 - Review any rules you feel necessary
 - Entries-At least 2 practice approaches, without or with entry into water.
 - Good sporting behavior
 - Makes calls if Unsatisfactory (no more than 2) or a failed dive (0)
 - Unsatisfactory (No more than 2):
 - CHANGE in position (Different than break)
 - Hitting board AND completing the dive
 - Unsafely close to the board
 - Not coming out of tuck or twist
 - Not declaring standing take off

- Failed (0):
 - Wrong dive (Too many/few twists/flips)
 - Not taking a starting position prior to diving
 - Not completing the dive
- Make sure all diving rules are followed during the diving portion.
- Starter
 - Starts Races
 - Watches Starts for False Starts (Dual Confirm)
 - Watches Underwaters and Strokes for $\frac{1}{2}$ of lanes
 - Watches Turns and Finishes for $\frac{1}{2}$ Lanes
 - Watches strokes from $\frac{1}{2}$ of pool from start end
- Accross
 - Place picks for the finish order
 - Watches starts for False Starts (Dual Confirm)
 - Watches Understers and Strokes for $\frac{1}{2}$ Lanes
 - Watches Turns and Finishes for $\frac{1}{2}$ Lanes
 - Watches strokes from $\frac{1}{2}$ of pool from start end
- Turns
 - Start at 15m mark to watch if underwater exceed that distance (except Breaststoke)
 - Watches turns and underwaters at non-starting end for all lanes (If only official there)
 - Watches strokes from $\frac{1}{2}$ of pool to turn end
 - Make sure counters for distance events are following procedure
- In 4 or 5 man crews of officials:
 - Add 2 more turns
 - One can be at start end to help watch the turns and starts as well
 - If 5 people, Turns should support with Dual confirmation on relays only

