



Florida Swimming

Stroke and Turn Judge

Officials Clinic Packet



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Introduction

Welcome to the world of swim officiating! This packet contains all the information you need to become an entry level swim official. If you have any questions, your clinic instructor or Area Officials Representative will be happy to help you.

Why be an official?

There are lots of great reasons to become a swim official...

- We need you! Maybe it looks to you like we have plenty of folks on deck...but the fact is that at most meets we have about half the number of folks we need to effectively officiate!
- Contribute meaningfully to the sport! Sitting in the stands is better than not showing up for your children, but becoming an official demonstrates to them the kind of parent you are---caring and active.
- Great view! You are right there at the point of the action.
- Hospitality! At most all meets you are 'fed and watered' to your hearts content.
- Camaraderie! Meet and make friends with lots of other folks from all over your area and the state, and enjoy the energy and spirit of the officials group.
- We are NOT little league...in swimming, unlike many sports, we pay for professional coaching, and rely on volunteer officials...that's the way it should be, not the other way around!

What do 'stroke and turn judges' do?

The officials help the coaches and swimmers by maintaining a fair competitive environment. Stroke and Turn Judges (s/t) will observe the swimmers after the start and report any violations of the stroke and turn rules to the Referee. Officials should never incorrectly report a violation of the rules, as it is expected that all reports are based on 100% certainty that what is reported as a disqualification is a violation of the rules. The swimmers ALWAYS get the benefit of the doubt!

Officials—levels

Swimming officials are divided into several levels, and once you have become a s/t judge, you can choose to progress to additional levels if you wish. There is no level more important than the s/t level, but you learn additional skills at each level. The additional levels are:

- Starter
- Deck Referee
- Meet Referee
- Certified Clinic Instructor (someone who teaches these classes)
- Area Representative

You can also become a Nationally Certified Official and even work to qualify to officiate at National Championship or Olympic meets!

Steps to become a certified official:

Please note: you MUST complete step 1 BEFORE apprenticing on deck!!
You may apprentice on deck ONCE before completing step 4.
Apprentice time will not count towards certification if the above is not followed.

1. Fill out the **USA Swimming Non Athlete Registration** and send it with a check to Florida Swimming.
2. Fill out the **Officials Application**
3. **Take the test** on the USA Swimming website.
4. Begin **apprenticing** at meets.

Online Information:

There is a mountain of information about Florida Swimming and USA Swimming online. Both sites have sections just for officials. The sites are listed below:

Florida Swimming: <http://floridaswimming.org/>

USA Swimming: <http://www.usaswimming.org>

Step 1---USA Swimming Non Athlete Membership Application

- On the next page is a copy of the current *USA Swimming Non-Athlete Membership Application*. All Officials are required to be Non-Athlete members. To get a 'clean' copy, go to: <http://floridaswimming.org>
- Send this application and a check to Florida Swimming (address is on the bottom of the form) right after attending this clinic. This registers you with USA Swimming and is **required** before apprenticing. You may also give your application and a check to your clinic instructor or Area Representative.
- Registration affords you insurance in your capacity on the deck as an official or apprentice or in volunteering for other meet duties for your club, a USA swimming rules book, and your membership card.





USA SWIMMING

**2009 NON-ATHLETE REGISTRATION APPLICATION
LSC: FLORIDA SWIMMING, INC.**

REG. DATE / OFFICE USE ONLY
| | | | |

PLEASE PRINT LEGIBLY • COMPLETE ALL INFORMATION:

LAST NAME | LEGAL FIRST NAME | MIDDLE NAME

Have you ever been a member of USA Swimming under a different last name? If yes, please provide that name: _____
Previously registered with USA Swimming? Yes No If registered in a different LSC, which LSC: _____

PREFERRED NAME | DATE OF BIRTH (MO/DAY/YR) | SEX (M-F) | CLUB CODE | CLUB NAME

(Required)
MAILING ADDRESS

CITY | STATE | ZIP CODE

HOME AREA CODE TELEPHONE NO. WORK AREA CODE TELEPHONE NO. EXTENSION FAX AREA CODE TELEPHONE NO. CELL AREA CODE TELEPHONE NO.

E-MAIL ADDRESS

CHECK ALL THAT APPLY:

- Coach-Full Time (primary income is from coaching) Coach-Part Time (primary income is NOT from coaching) Official Other

COACHES – Provide proof of the following current safety certifications: CPR, First Aid and Safety Training for Swim Coaches
NOTE – All coaches must have a current USA Swimming background screen
First year coaches must meet the education requirement before renewing for the second year

- If coach, primary age group that you coach (may be more than one): 10-Un 11-12 13-14 15-18 19+ Masters
- Race and Ethnicity: Q. Black or African American R. Asian S. White T. Hispanic or Latino U. American Indian & Alaska Native V. Some Other Race W. Native Hawaiian & Other Pacific Islander (You may make up to two choices if appropriate.)

IF FAMILY MEMBERSHIP, PLEASE COMPLETE THESE LINES FOR THE SECOND NON-ATHLETE FAMILY MEMBER:

LAST NAME | LEGAL FIRST NAME | MIDDLE NAME

Have you ever been a member of USA Swimming under a different last name? If yes, please provide that name: _____
Previously registered with USA Swimming? Yes No If registered in a different LSC, which LSC: _____

PREFERRED NAME | DATE OF BIRTH (MO/DAY/YR) | SEX (M-F) | CLUB CODE | CLUB NAME

(Required)
WORK AREA CODE TELEPHONE NO. EXTENSION FAX AREA CODE TELEPHONE NO. CELL AREA CODE TELEPHONE NO.

E-MAIL ADDRESS

CHECK ALL THAT APPLY:

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- Race and Ethnicity: Q. Black or African American R. Asian S. White T. Hispanic or Latino U. American Indian & Alaska Native V. Some Other Race W. Native Hawaiian & Other Pacific Islander (You may make up to two choices if appropriate.)

MAKE CHECK PAYABLE TO:

FLORIDA SWIMMING

MAIL APPLICATION & PAYMENT TO:

Florida Swimming, Inc.
214 E. Washington Street, Suite B
Minneola, FL 34715
Email: FLSOffice2@aol.com
(O) 352-242-5145
(F) 352-242-5245

REGISTRATION FEE

	USA Swimming Fee	LSC Fee	TOTAL DUE
<input type="checkbox"/> Individual	\$45.00+	10.00 =	\$55.00
<input type="checkbox"/> Family	\$87.50+	10.00 =	\$97.50
<input type="checkbox"/> Life	\$1,000.00+	10.00 =	\$1,010.00

USA Swimming occasionally makes its membership list available to its marketing partners. Please notify USA Swimming's Member Services Dept. at 719/866-4578 if you do not wish to receive these mailings.

CHECK IF YOU WOULD LIKE TO LEARN MORE ABOUT USA SWIMMING'S COMMUNITY INITIATIVES

**FLORIDA SWIMMING
STROKE/TURN JUDGE APPLICATION**

Name of Applicant _____
 Address _____
 City _____ zip _____ Team _____
 Daytime Phone _____ Evening Phone _____ Mobile Phone _____
 Email _____ USAS # _____
 Date of Clinic _____ Instructor _____ Cert. # _____

"ON DECK" TIME

Date	Meet Name	Referee		Instructor		Hours
		Initial	Cert.#	Signature	Cert.#	

REVIEW by final Instructor

Fair Good Excellent

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1. Understanding of the rules | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Ability to ask questions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Aware of the importance of the role | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Attention and demeanor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Saw and reported infractions to me | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Signed _____ Cert.# _____ Date _____

DESIGNATED REFEREE REVIEW

Yes No

- | | | |
|---|--------------------------|--------------------------|
| 1. <u>Graduation Review Outline</u> was completed with me: | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. This person feels they need more deck time before being certified: | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. I feel this person needs more deck time before being certified: | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. It is my opinion that this person is ready to be certified as a S/T Judge: | <input type="checkbox"/> | <input type="checkbox"/> |

Signed _____ Cert.# _____ Date _____

APPRENTICE PROCEDURE

1. On the day of the meet - Report to the Meet Referee.
 - (a) Present this form and USA Swimming Registration Card.
 - (b) You will be assigned to an Instructor for that session.
 - (c) Have Deck or Meet Referee and your instructor initial your form upon completion of the session.

2. While performing their duties, your Instructor will:
 - (a) Review position and jurisdiction area on deck for that meet.
 - (b) Review and explain the rules that apply for the various events.
 - (c) Explain with reasons any Disqualifications he/she observes and calls.
 - (d) Allow you to call to his/her attention any alleged infractions you observe.
 - (e) Review & explain the proper procedure for reporting DQ's.

NOTE: An Apprentice Official does not have authority to make a DQ call or indicate an infraction by raising their hand.

CERTIFICATION REQUIREMENTS FOR STROKE /TURN JUDGE

1. Attend a clinic conducted by a Certified Clinic Instructor.
2. Complete the **S/T test online**.
3. Apprentice on deck a minimum of **20 hours, with at least 3 different Certified Officials**.
4. You must apprentice at a minimum of **2 different meets of 6 teams or more**.
5. Complete the Stroke/Turn Judge Review below with your last Instructor and obtain their recommendation.
6. A Referee designated by your Area Rep will go over the Graduation Review Outline with you, and if in their opinion you are ready to be certified, they will sign with their recommendation below.
7. After completing the requirements above, send the form to your Area Officials Rep. for final approval, and for issuance of your certification card.
8. Apprentices may not work at a LSC Championship Meet.
9. After being certified, S/T Judges must work at least 5 meets before being on deck for an LSC Championship meet.

When all requirements are completed send this form to your Area Representative.
(Addresses are listed on next page)

Florida Swimming
Officials Representatives

Areas by County:

Area 1 - Nassau, Duval, Clay, Columbia, Baker, Union, Bradford, St. Johns, Putnam, and Flagler

Area 2 - Marion, Sumter, Lake, Orange, Seminole, and Osceola

Area 3 - Citrus, Pasco, Polk, Pinellas, Hernando, and Hillsborough

Area 4 - Gadsden, Leon, Madison, Levy, Gulf, Lafayette, Dixie, Jefferson, Hamilton, Liberty, Wakulla, Suwannee, Gilchrist, Taylor and Franklin

Area 5 - Manatee, Hardee, Highlands, Sarasota, DeSoto, Glades, Charlotte, Lee, Hendry and Collier

Area 6 - Volusia, Brevard, Okeechobee, Indian River, St. Lucie and Martin

Officials Committee Chair

Melissa Hellervik-Bing
10701 Boca Pointe Drive
Orlando, FL 32836
407-876-4529
mhellervikbing@hotmail.com

Officials Committee Vice-Chair

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1-813-333-2835
flippincoin@gmail.com

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Jacksonville, FL 32258
(904) 994-1110
Splapp@gerardservices.com

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2426 Geigel Avenue
Orlando, FL 32806
407-855-0945
duketorbert@earthlink.net

Area 3 Representative

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3534 Chessington Drive
Land O'Lakes, FL 34638
727-644-5925
kapuna42@aol.com

Area 4 Representative

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Tallahassee, FL 32301
850-219-1413
susanmkelly@earthlink.net

Area 5 Representative

Mark McCaw
21552 Belhaven Way
Estero, FL 33928
941-949-2886
mark.mccaw@ms.com

Area 6 Representative

Mark Wilson
991 Sylvia Dr, Deltona, FL, 32725
386.717.0256 (cell)
mawilson@cfl.rr.com

Step 3---STROKE/TURN JUDGE TEST

- The S/T Judge test is a training tool and is to be completed online.
- It is an 'open book' test. All the rules you need to answer the questions will follow, starting on page 13.
- A passing score is 80%. If this is not achieved, the test can be retaken. The test questions may differ slightly each time it is taken.
- Start out by opening your internet browser and go to USA Swimming at:
<http://www.usaswimming.org>, then:

1. Click on the "Volunteers" tab.
2. Click on the "Officials" marker on the left of the screen.
3. Click on the "Officials Online Test" from the selection under "Officials".

Read the page that comes up. You will need to do item 1 to "Create an account" (click on the link).

This will bring up a screen where you enter your name, an email address, an id (choose one you can remember) and a password (also one you can remember).

When you click the "Create an account" button the system will take you to a login screen. Enter your id and password and click "Login". This will take you back to the original screen. You will then do steps 1, 2 and 3 again. This time the system will take you to another screen where you will fill in your work and home phone numbers, Local Swim Committee (ours is "Florida Swimming"), address, city, state, zip and the club you are affiliated with. You must then select the test you will be taking. Scroll down to find "Officials - Stroke & Turn". Then click "Start Test".

If you can't complete the test in one session you can Logoff, come back later and continue. ALWAYS logoff when you are exiting. To come back in you just click on the "Sign In" link in the upper right corner of the screen and do steps 1, 2, and 3 and select the test. The test will resume where you left off.

SAMPLE TEST QUESTIONS:

1 In the breaststroke: From the beginning of the first arm stroke after the start and after each turn, in what position shall the body be kept?

- A. In any position.
- B. Past vertical towards the breast.
- C. On the breast.

There is one reference for this question. Which reference covers these rules?

- A. 101.2.2
- B. 101.2.3
- C. 101.2.4
- D. 101.2.1
- E. 101.2.5

2 In the breaststroke: How shall the hands be pushed forward together from the breast?

- A. They may be on, under, or over the water.
- B. They shall be on or under the water.
- C. They shall be under the water.
- D. They shall be on the surface of the water.

There is one reference for this question. Which reference covers these rules?

- A. 101.2.1
- B. 101.2.2
- C. 101.2.3
- D. 101.2.4
- E. 101.2.5

3 In the butterfly: At each turn and at the finish, what is required to make a legal touch or finish?

- A. The swimmer shall touch the wall simultaneously with both hands on the wall or starting block.
- B. The swimmer shall touch the wall simultaneously with both hands below the water surface.
- C. The swimmer shall touch the wall simultaneously with both hands at the surface of the water.
- D. The swimmer shall touch the wall with both hands simultaneously at, above or below the water surface.

There are two references for this question.

Notice that this question asks about the touch at the turn or the finish, thus there are two references required. Where do you find references to the butterfly turn and finish?

- A. 101.3.2
- B. 101.3.3
- C. 101.3.4
- D. 101.3.5
- E. 101.3.1

USA Swimming Rules--for Stroke & Turn Test

101.2 BREASTSTROKE

.1 **Start** — The forward start shall be used.

.2 **Stroke** — From the beginning of the first arm stroke after the start and after each turn, the body shall be kept on the breast. It is not permitted to roll onto the back at any time. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order.

All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement.

The hands shall be pushed forward together from the breast, on, under, or over the water. The elbows shall be under the water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought beyond the hip line, except during the first stroke after the start and each turn.

During each complete cycle, some part of the swimmer's head shall break the surface of the water. After the start and after each turn, the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.

.3 **Kick** — After the start and after each turn, a single downward butterfly kick followed by breaststroke kick is permitted while wholly submerged. Following which, all movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement.

The feet must be turned outward during the propulsive part of the kick. A scissors, flutter, or downward butterfly kick is not permitted except as provided herein. Breaking the surface with the feet is allowed unless followed by a downward butterfly kick.

.4 **Turns and Finish** — At each turn and at the finish of the race, the touch shall be made with both hands simultaneously at, above, or below the water level. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during any part of the last complete or incomplete cycle preceding the touch.



101.3 BUTTERFLY

.1 Start — The forward start shall be used.

.2 Stroke — After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring the swimmer to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish. From the beginning of the first arm pull, the body shall be kept on the breast. Both arms must be brought forward over the water and pulled back simultaneously.

.3 Kick — All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.

.4 Turns — At each turn the body shall be on the breast. The touch shall be made with both hands simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired. The shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall.

.5 Finish — At the finish, the body shall be on the breast and the touch shall be made with both hands simultaneously at, above, or below the water surface.



101.4 BACKSTROKE

.1 Start — The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter before or after the start is prohibited.

2 Stroke — The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn, at the finish, and for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface of the water.

.3 Turns — Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may be turned past the vertical toward the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to execute the turn. The swimmer must have returned to a position on the back upon leaving the wall.

.4 Finish — Upon the finish of the race, the swimmer must touch the wall while on the back.



101.5 FREESTYLE

.1 Start — The forward start shall be used.

.2 Stroke — In an event designated freestyle the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface.

.3 Turns — Upon completion of each length the swimmer must touch the wall.

.4 Finish — The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance.

101.6 INDIVIDUAL MEDLEY

The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly; the second one-fourth, backstroke; the third one-fourth, breaststroke; and the last one-fourth, freestyle

.1 Start — The forward start shall be used.

.2 Stroke — The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke.

.3 Turns

A Intermediate turns within each stroke shall conform to the turn rules for that stroke.

B The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed, and shall be as follows:

(1) **Butterfly to backstroke** — The swimmer must touch as described in 101.2.5. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall.

(2) **Backstroke to breaststroke** — The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke.

(3) **Breaststroke to freestyle** — The swimmer must touch as described in 101.1.5. Once a legal touch has been made, the swimmer may turn in any manner.

.4 Finish — The swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance.

101.7 RELAYS

.1 Freestyle Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.

.2 Medley Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly; and fourth, freestyle. Rules pertaining to each stroke used shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.

.3 Rules Pertaining to Relay Races

A No swimmer shall swim more than one leg in any relay event.

B When automatic relay take-off judging is used, each swimmer must touch the touchplate or pad in his/her lane at the end of the course to have finished his/her leg of the relay race.

C In relay races a swimmer other than the first swimmer shall not start until his/her teammate has concluded his/her leg.

D Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg shall jump into or enter the pool in the area where the race is being conducted before all swimmers of all teams have finished the race.

E Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.

F In relay races the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before his/her preceding teammate touches the wall shall be disqualified.

G In relay races involving in-the-water starts, the team of a swimmer who has lost touch with the end of the course before his/her preceding teammate touches the wall shall be disqualified, unless the swimmer in default returns to the original starting point at the wall.

102.10. DISQUALIFICATIONS

- .1 A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. Except for the relay take-off judges when dual confirmation relay take-off judging, as provided in 102.15.6B, is used, the Referee, stroke, turn, or relay take-off judge upon observing an infraction, shall immediately raise one hand overhead. If the official does not do so, there shall be no disqualification.
- .2 The Referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or his/her coach and inform him as to the reason for the disqualification.
- .3 Any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue may be considered for appropriate action or penalty by the referee.
- .4 A swimmer must start and finish the race in the same lane.
- .5 Standing on the bottom during a freestyle race shall not disqualify a swimmer, but a swimmer must not leave the pool, or walk, or spring from the bottom. Standing on the bottom during any other stroke shall result in disqualification.
- .6 Obstructing another swimmer by swimming across or otherwise interfering shall disqualify the offender, subject to the discretion of the Referee.
- .7 Any swimmer not entered in a race who enters the pool or course in the area in which said race is being conducted before all swimmers therein have completed the race shall be barred from the next individual event in which that swimmer is entered on that day or the next meet day, whichever is first.
- .8 Dipping goggles in the water or splashing water on the competitor's face or body prior to an event shall not be considered as entering the pool unless the Referee finds that such action is interfering with the competition.
- .9 Should a foul endanger the chance of success of a swimmer(s), the Referee may allow the affected competitor(s) to reswim the event. In case of collusion to foul another swimmer, the Referee may, at his/her discretion, disqualify the swimmer for whose aid the foul was committed, as well as the swimmer doing the fouling.

.10 No swimmer is permitted to wear or use any device or substance to help his/her speed or buoyancy during a race. Goggles may be worn, and rubdown oil applied if not considered excessive by the Referee.

.11 Grasping land dividers to assist forward motion is not permitted.

.12 For relay disqualifications, refer to 101.6.3

.13 The time and/or place of any swimmer or relay team disqualified either during or following an event shall not be recorded in the results of that event. If awards have been made prior to the decision to disqualify they shall be returned and made to the proper recipient(s) and if points have been scored by those disqualified the event shall be rescored.

.14 Time and/or place officially recorded for a swimmer shall not be nullified for violations occurring subsequent to such performance.



102.15 JUDGES

Shall have jurisdiction over the swimmers immediately after the race has begun.

- .1 **Chief** - An overall "Chief Judge" may assign and supervise the activities of all stroke, turn, place and take-off judges and may report their decisions, or if desired any judging category may have a designated "Chief". Any "Chief" may act as liaison for the judges and may serve simultaneously in one of the judging positions and shall assign those judges within the "Chief's" category.
- .2 **Place Judge** - At the discretion of the Referee, two place judges - one on each side of the course - shall be stationed near the finish and each shall judge the order of finish of all swimmers. A place judge shall record a tie if a place distinction cannot be made. Judging results shall be used only in accordance with Section 102.16.6C in determining the order of finish.
- .3 **Stroke Judge** - Shall operate on both sides of the pool, preferably walking abreast of the swimmers during all strokes except freestyle, during which events they may leave poolside, at the Referee's discretion; shall ensure that the rules relating to the style of swimming designated for the event are being observed; and shall report any violations to the Referee on signed slips detailing the event, the heat number, the lane number, the swimmer's name and the infraction.
- .4 **Turn Judge** - Shall operate on both ends of the pool; shall ensure that when turning or finishing the swimmer complies with the turning and finishing rules applicable to the stroke used; and shall report any violations to the Referee on signed slips detailing the event, the heat number, lane number, the swimmer's name and infraction observed.
- .5 **Jurisdiction of Stroke and Turn Judges** - Before the competition begins the Referee shall determine the respective areas of stroke and turn responsibility and jurisdiction, which may include joint, concurrent, and coordinated responsibility and jurisdiction. The Referee shall insure that all swimmers shall have fair, equitable, and uniform conditions of judging.
- .6 **Relay Take-Off Judges** -
 - A. Relay take-off judges shall be assigned by the Referee and shall stand so that they can clearly see both the touch of the incoming swimmers and the feet of the departing swimmer(s) as they leave the starting platform, and shall judge whether the swimmer is in contact with the platform when the incoming swimmer touches the end of the pool.
 - B. If dual relay take-off judging is used, the lane and side take-off judges shall independently report infractions in writing without the use of the infraction hand signal. A relay will be disqualified only if the lane take-off judge has reported an infraction and the assigned side take-off judge has confirmed the same infraction.
- .7 **Infraction Signal** - See Rule 102.10.1 DISQUALIFICATIONS for the infraction signal.

GUIDELINES FOR OFFICIATING SWIMMERS WITH A DISABILITY IN USA SWIMMING MEETS

105.1 GENERAL

- .1 Authority - The USA Swimming Rules & Regulations grant the Referee the authority to modify the rules for the swimmer with a disability. Disability is defined as a permanent physical or mental impairment that substantially limits one or more major life activities. This section contains guidelines and suggestions for making such modifications.

- .2 Responsibilities -
 - A. Athlete - The athlete (or the athlete's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the athlete. The swimmer/coach shall provide any assistant(s) or equipment (tappers, deck mats, etc.) if required.
 - B. Referee -The Referee's responsibilities include:
 1. Inquiring regarding the athlete's needs and determining what modifications will be required.
 2. Instructing the Starter and Stroke & Turn officials as to the accommodations to be made for that swimmer.

Some of the modifications which the Referee may make to accommodate the athlete with a disability are:

1. A change in starting position.
2. Reassignment of lanes within a heat, e.g., exchanging Lanes 2 and 7.
3. Allowing the athlete's assistant(s) on the deck or in the water to assist with a start.

Other allowable modifications are further described in this section under the type of disability.

105.2. BLIND AND VISUALLY IMPAIRED

- .1 Start - With an audible starting system, no modification is usually required for a blind or visually-impaired swimmer. They may, however, require assistance getting to and on the block. Should they feel insecure starting from the block or deck, an in-the-water start may be allowed.
- .2 Turns and Finishes -A blind or visually-impaired swimmer is permitted to have a "tapper", which is a pole with a soft-tipped end. The swimmer is tapped with the "tapper" as notification of turns and the finish. Sound devices shall not be used. It is the swimmer's responsibility to provide the tapper(s) and operator(s), who shall be positioned within the confines of the swimmer's lane at the ends of the pool.
- .3 Relay Take-Offs - A physical touch may be required to signal the relay swimmer when his/her teammate has touched the wall. The specific method may be tailored to the

swimmer's preference so long as it does not aid the swimmer's take-off or interfere with the timing.

105.3. DEAF AND HARD OF HEARING

- .1 Deaf and hard of hearing swimmers require a visual starting signal, i.e., a strobe light and/or Starter's arm signals. The Referee may reassign lanes within the swimmer's heat, i.e., exchanging one lane for another, so that the strobe light or Starter's arm signal can more readily be seen by the deaf or hard of hearing swimmer. Standard Starter's arm signals are shown in Figure 1. A false start rope is required in the event of a recall.
- .2 Strobe light location - The Starter shall advise the swimmers about the location of the strobe light and the light shall be located where the swimmers can clearly see it for the start. For backstroke starts; the light should be positioned so that the swimmers don't have to turn their heads to look backwards.

105.4. MENTALLY IMPAIRED - A deck or in-the-water start is allowable and the swimmer may be permitted to have an assistant on the deck when necessary. No other specific rule modifications are required other than patience and clarity in communicating instructions.

105.5. PHYSICAL DISABILITIES

- .1 Start - Swimmers with physical disabilities:
 - A. May take longer to assume their starting position;
 - B. May not be able to hold onto the starting grips or gutter for a start;
 - C. May need assistance on the deck or from in the water to maintain a starting position
 - D. May need to assume a modified starting position on the blocks, deck, gutter or in the water in order to maintain their balance.

For freestyle, breaststroke and butterfly, a forward start (facing the course) shall be used. The Referee, however, may allow modifications such as the following:

- A. The swimmer may start from a sitting position on the block or on the deck;
- B. The swimmer may assume a starting position in the water, with or without assistance;
- C. If the swimmer cannot use a hand and/or foot to maintain contact with the wall, some other part of the body may be used.

- .2 Stroke/Kick - In judging the stroke or kick of a swimmer with a physical disability, the Referee and Stroke & Turn Judge should follow the general rule that: if a part of the body is absent or cannot be used, it is not judged; if it is used during the stroke or kick, it should be judged in accordance with the USA Swimming rules.

Judgments should be made based on the actual rule - not on the swimmer's technique. For example, the breaststroke swimmer with one arm or leg shorter than the other, may have a non-symmetrical stroke or kick, but as long as the arm or leg action is simultaneous, it would meet that portion of the rule. No flotation devices should be permitted.

- .3 Turn/Finishes - Touches shall be judged in the same manner as strokes and kicks, i.e., on the basis of the arm(s) and/or hand(s) that the swimmer can use. In breaststroke and butterfly events, the competitor must reach forward as if attempting a simultaneous two-hand touch. When a swimmer has a different arm length, only the longer arm must touch the wall, but both arms must be stretched forward simultaneously. Swimmers with no arms or with upper limbs too short to stretch above the head may touch the wall with any part of the upper body.
- .4 Relays - Relay swimmers who cannot exit the water immediately may be allowed to remain in the lane until all relays have finished so long as they do not interfere with the other swimmers or the timing equipment.



Interpretations Made by the Rules and Regulations Committee

Interpretations Made by the Rules & Regulations Committee (*revised January 2009*) The USA Swimming Rules & Regulations Committee, or its designee, has the sole authority to interpret Part One of the Rulebook and has the authority to interpret the remainder of the Rules and Regulations. Following is a summary of interpretations that have been issued.

Interpretations of Article 101.2 (Breaststroke)

June 3, 1995: Clarified that, in conformance with FINA's intent, the requirement for the elbows to remain under water on the breaststroke applies only to the recovery (forward) portion of the arm stroke, not to the backwards pull.

June 1, 1997: Agreed that the breaststroke must start with an arm pull to comply with the cycle of "one arm stroke and one leg kick, in that order" as stated in the rule. A swimmer starting with a leg kick first would be disqualified.

May 30, 1998: Reiterated that, under the March 6, 1998 rule changes by FINA, the arms must be in the same horizontal plane during the first pull at the start and after each turn.

June 5, 1999: Adopted the following parameters regarding touching the bottom during a turn:

- Once a legal touch has been made, the swimmer may turn in any manner desired. Therefore, standing on the bottom after a legal touch has been made and prior to pushing off the wall should be considered part of the turn and no disqualification should be called.

September 21, 2005 (relating to 2005 FINA rule change): The official interpretation for the changes to the breaststroke (101.1) is that during, or at the end of the arm pull-down of the first stroke after the start and after each turn, a single downward butterfly kick is allowed, but not required, followed by a breaststroke kick. During the pull-down, if a downward butterfly is taken, it must be followed by a breaststroke kick. The downward butterfly kick is not permissible prior to the arm pull-down. In addition, there is a requirement for all movements of the legs to be "in the same horizontal plane and without alternating movement

February 22, 2006 (relating to the 2005 FINA rule change): 1. A swimmer who chooses to take a downward butterfly kick after the start or any turn, as provided in Article 101.1.3, does **not** need to be wholly submerged. 2. The breaststroke kick has three basic requirements: all movements of the legs shall be simultaneous and in the same horizontal plan without alternating movement; the feet must be turned outward during the propulsive part of the kick; and, a scissors, flutter or "downward" butterfly kick is not permitted except as provided in the first paragraph of Article 101.1.3. Breaking the surface of the water with the feet is allowed at any time as long as it is not followed by a "downward" butterfly kick (except as provided in the first paragraph of Article 101.1.3). There is no prohibition against an upward butterfly-type kicking action or motion at any time and this should not be cause for a disqualification.

December 8, 2008: For purposes of Article 101.2.3, as it relates to what constitutes the initiation of the first arm pull and the allowed single downward butterfly kick, the following applies: After the start and after each turn, any downward or outward lateral movement of the hands or arms is considered to be the initiation of the first arm pull.

Interpretations of Article 101.3 (Butterfly)

May 30, 1998: In view of the March 6, 1998 rule changes by FINA, agreed that the shoulders need not be parallel with the water surface after the last pull into the wall at the turns and finishes.

June 5, 1999: Adopted the following parameters regarding touching the bottom during a turn: • Once a legal touch has been made, the swimmer may turn in any manner desired. Therefore, standing on the bottom after a legal touch has been made and prior to pushing off the wall should be considered part of the turn and no disqualification should be called.

Interpretations of Article 101.4 (Backstroke)

June 1, 1997: Adopted the following parameters regarding disqualifications for being completely submerged prior to the touch at the finish: • The turn judge should, when possible, be given jurisdiction and should watch the swimmer approaching the wall. If the swimmer completely submerges prior to the turn judge having to shift his attention to the touch at the wall, this would be a disqualification. Once the turn judge must watch for the touch, this disqualification would be too close to call.

June 5, 1999: Adopted the following parameters regarding touching the bottom during a turn: • Once a legal touch has been made, the swimmer may turn in any manner desired. Therefore, standing on the bottom after a legal touch has been made and prior to pushing off the wall should be considered part of the turn and no disqualification should be called.

September 21, 2005 (relating to 2005 FINA rule change): The official interpretation for the change to the backstroke (101.4.1) is that the toes are no longer required to be under the surface of the water at the start. However, the toes are still not allowed to be above the lip of the gutter or curled over the lip of the gutter. The change was actually made so that when full face pads are used (pads that extend above the gutter) there is no requirement to have the toes under the water. From a practical standpoint there is no change when using touch pads that actually hang on the pool gutter

Interpretations of Article 101.5 (Freestyle)

June 5, 1999: Adopted the following parameters regarding touching the bottom during a turn: • Once a legal touch has been made, the swimmer may turn in any manner desired. Therefore, standing on the bottom after a legal touch has been made and prior to pushing off the wall should be considered part of the turn and no disqualification should be called.

Interpretations of Article 101.6 (Individual Medley) and 101.7.2 (Medley Relay)

June 1, 1997: Adopted the following FINA Technical Committee interpretation regarding the freestyle leg of these events: • When a swimmer has traveled a sufficient distance that the official can with certainty judge that the competitor is swimming in the style of butterfly, breaststroke or backstroke, then a disqualification is appropriate.

Interpretations of Article 102.9 (Swimwear)

September 16, 1999: Adopted the following regarding the use of "full body suits" in competition: Until FINA determines otherwise, use of the full body suit, designed and marketed for competition, is permissible in USA swimming events. Use of suits of neoprene or other buoyant material, such as wet suits, is not permissible.

January 19, 2009: An exemption to Article 102.9.1 may be granted, on a case by case basis, to swimmers who: 1. Based upon their stated religious beliefs, are required to wear suits that cover more of their body than is permitted under this Rule; or 2. Whose medical conditions require more of their body to be covered than permitted under this Rule. This exemption does not extend to the use of any swimwear that has ever been promoted by its manufacturer as providing a performance advantage, or has otherwise been described as providing a technological advantage. This exemption applies to both USA Swimming's Rule and to any comparable rule adopted by any LSC and takes precedence over any determination by any member of an LSC. All requests for any exemption must be submitted to the Chair of the USA Swimming Rules & Regulations Committee, or his/her designee. The request must be communicated in writing, including the use of e-mail, at least ten (10) days in advance of any competition for which the exemption is sought. The request must include: 1. The swimmer's name, registration number and the name of LSC in which they reside; 2. A statement explaining that the exemption is made necessary by the swimmer's religious principles or for medical reasons; 3. A representation by the swimmer that the exemption is being sought for religious reasons and not to increase performance or, in the case of a medical reason, a written statement from a physician specifying the requirement to have parts of the body covered that are not permitted under this Article; and 4. A photo or description of the attire that the swimmer proposes to wear so that the Rules Chair can evaluate whether any technological advantage has been advertised or documented for the suit. The Rules Chair will then advise the swimmer and the appropriate LSC officials chair whether the exemption has been granted.

The Rules Chair shall have the authority to grant the exemption on a permanent basis in his/her sole discretion. The decision of the Rules Chair can be appealed only to the entire Rules & Regulations Committee whose decision shall be final and binding on all parties. **IT WILL BE THE RESPONSIBILITY OF THE SWIMMER TO PROVIDE A COPY OF THE WAIVER TO THE REFEREE OF ANY MEET IN WHICH THE SWIMMER WISHES TO PARTICIPATE.**

March 18, 2009 For purposes of Article 102.9 of the USA Swimming Rules & Regulations, Swimwear, the use of more than one swimsuit at a time during any USA Swimming sanctioned or approved competition is prohibited.

Interpretation of Article 203.3 (Closed Competition and the 120-day Rule)

June 24, 2008: For the purposes of club representation under Article 203.3, closed competition shall mean competition exclusively among members of a single club (i.e. inter-squad meets), or among two or more USA Swimming member clubs within an organization or group formed for the specific purpose of such competition or series of competitions that are open only to members of that group or organization. Examples of this would include YMCA clubs and leagues consisting of a limited number of USA Swimming clubs within an LSC. It does not include groups or organizations such as an LSC, Zone, Region, or Section within USA Swimming.



Masters Swimming Rules: There are some questions in the test that might refer to the rules for Masters Swimming. For your reference here are the differences between USA Swimming Rules and Masters Swimming rules:

MS 1. Starts, Strokes, and Relays

MS 1.1 Forward start. The forward start may be taken from the starting block, the pool deck, or a push from the wall. The forward start or backstroke start shall be used for freestyle events. The starter's long whistle indicates that the swimmer must take their positions with at least one foot at the front of the platform or edge of the pool, or on the wall. The backstroke start may be used as the in-the-water start during freestyle events. [USA-S102.14.4]

MS 1.2 Butterfly. The breaststroke or whip kick may be used exclusively or interchangeably with the butterfly kick at any time during the race. However, when the breaststroke or whip kick is used, the arms must be recovered over the top of the water with each breaststroke or whip kick, except after the last such kick before the turn or finish. After the start and after each turn, if the breaststroke or whip kick is used, only one breaststroke or whip kick is allowed prior to the arm pull that brings the swimmer to the surface. [USA-S 101.2.2 and 101.2.3]

MS 1.3 Relays. Relay swimmers who cannot exit the water quickly enough to prevent interference with automatic officiating equipment may hold on to the lane line until all relays have finished, allowing them to exit the pool more slowly or via the ladders at the conclusion of the race. [USA-S 101.6.3E]

MS 2. Swimming Competition

MS 2.1 Personnel. The minimum personnel at USMS sanctioned or recognized Masters swimming meets shall include the following: 1 Referee; 1 Starter; 2 stroke and turn judges; 2 timers per lane (if automatic timing is not being used)

The referee and starter may double as stroke and turn judges, but the referee and starter may not be the same person. The referee shall be certified as a stroke and turn judge, starter, or referee by a USMS-approved certifying body. [USA-S 102.12.3]

MS 2.2 Warm-up. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet.

In pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat and a warm-up/warm-down period must be offered at least once during each half-hour of competition. [None]

MS 2.3 Timed finals. All Masters events held in meters pools (short course or long course) are conducted on a timed-final basis. Short course yards meets, except for national championships, MAY be conducted on a basis other than timed finals (e.g., trials/finals basis). If trials/finals are offered, competitors are limited to three individual events per day. [USA-S 102.2]

MS 2.4.1 Age groups, genders, and events of the same distance 200 yards or longer may be combined so that no swimmer has to swim alone and lanes may be filled. [USA-S 102.1.3 and 102.8.2]

MS 2.4.2 Seeding at meets other than national championship meets may be either fast-to slow or slow-to-fast. Seeding may differ for sprint and distance events. [USA-S 102.5.4A]

MS 2.5 Records.

MS 2.5.1 USMS records may only be established by USMS-registered swimmers in sanctioned or recognized competition. Because swimmers from different age groups and genders may compete in the same heat or event, winning the heat or event is not required to establish a record. [USA-S 104.2.1F]

MS 2.5.2 Relay lead-off split times will be considered for records or Top Ten times, provided the swimmers complete the event without being disqualified, and provided automatic timing is used. [USA-S 104.2.1E]

MS 2.5.3 If swimmers want their initial splits as part of a longer individual event to be submitted for records or Top Ten times, they must notify the referee, in writing, prior to the conclusion of the meet. However, for backstroke initial splits and relay lead-off legs to count, notification must be made prior to the swim so that officials may verify that a legal finish was performed at the initial distance and that for relays the second swimmer did not start in the water. [None]

MS 2.5.4 Required documentation for USMS records includes the referee's signature, as well as the printout from the automatic or semi-automatic (with three buttons) timing equipment, or the time card bearing times and signatures from three timers. [None]

MS 2.6 Scratch procedures. Swimmers or relay teams not reporting for or competing in an event are not penalized. [USA-S 102.3]

MS 2.7 Protests. Protests arising from competition shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester shall at that time file a written protest with the chair of the Local Masters Swimming Committee (LMSC) or the chair's representative having jurisdiction over the event. If the LMSC does not satisfactorily resolve the protest within 10 days, the protester may appeal in writing to the USMS Rules Committee chair within the next 5 days for final adjudication, whose final decision shall then be binding on all parties. Protests concerning interpretation of the rules in Part 1: Swimming Rules and the Glossary shall be submitted in writing (on paper or in an electronic file), within 10 days to the USMS Rules Committee chair. [USA-S 102.11.5]

MS 2.8 Eligibility. The eligibility of a participant for a particular age group will be determined for all meters meets (both short course and long course) by the swimmer's age as of December 31 of the year of competition. For short course yards meets, eligibility will be determined by the swimmer's age as of the last day of the meet. Participation prior to an individual's 18th birthday is not permitted. [USA-S 205.2.2]

FLORIDA SWIMMING STROKE/TURN JUDGE GUIDELINES

General

Well run meets and good competitive results are directly related to good officiating. Thorough knowledge of the rules, coupled with fair and consistent application of them, make a good official. To confidently work on deck, a Stroke & Turn Judge must study the rules, attend training sessions and work regularly at meets.

Officials should always keep in mind that the swimmers have worked hard to achieve their successes. Officials must apply the rules intelligently at all times, using common sense and good judgment. The rules of swimming are intended to provide fair and equitable conditions of competition. Officials must work hard to fully understand the rules and their responsibilities in applying them.

One dominant principle must prevail:

"The Officials role is to ensure fairness to all competitors, giving the benefit of the doubt, in every instance, to the swimmer."

The rules of swimming define the acceptable form for each stroke. Variations of form are possible and may still comply with the letter of the rules. "Ugly isn't necessarily illegal."

We're "certified" to make calls when appropriate - it's a responsibility - we need to be professional and confident in what we see and how we interpret the rule(s) without having the flexibility to alter how we enforce the rules - Example: referees cannot alter the rules and tell stroke judges not to disqualify certain age groups - we are obligated to uphold rules fairly for all.

Basic Concepts

a) 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.

1. Study USA Swimming's official rulebook.
2. Uniformly interpret and apply rules regardless of the level or age of athletes.
3. Call violations as seen, don't guess or anticipate.
4. Be fair and consistent, always give the swimmer the benefit of any doubt.

b) Work regularly at the job.

1. Officials need practice, just as competitors do.
2. Working regularly builds confidence.
3. Attend training sessions regularly to keep up with rule changes and new interpretations.

c) Be professional in manner.

1. Fairness to all competitors must dictate actions.
2. Make decisions quickly and decisively.
3. Control your emotions.
4. Don't fraternize with swimmers, coaches or spectators while on duty during competition.
5. Admit a mistake if wrong.

Attire and Equipment:

1. The proper uniform identifies you as an official and projects a professional image on the deck. The approved uniform for FS Officials is navy blue shorts, slacks or skirts (no blue jeans) with white polo type shirts (no sleeveless or muscle shirts) and white shoes. A white or straw hat with no logos is preferred, if you wish to wear one. The proper FS Officials badge and USA Swimming membership card is to be worn. Nametags are not required but are helpful.
2. Have a copy of the USA Swimming Rule book to consult, if necessary.
3. Bring a clipboard and pens or pencils. Also helpful are sunscreen lotion, rainwear and D.Q. slips.
4. You will need a communications radio. The preferred radios are the "Motorola type" of walkie talkies. The type with 22 channels and 38 (or s) privacy codes are what we use...you can get them in many places. You can buy 2 almost as cheap as one, the ones pictured are rechargeable. You will also need a headset with a microphone. Many types are available--the types that have a 'boom mic' are preferable for clear communications.



Florida Swimming



Stroke and Turn Judge

Assignment of Duties:

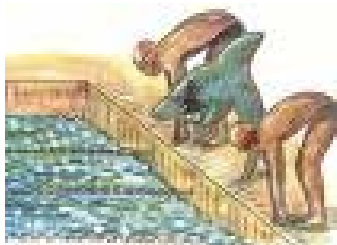
1. Arrive at the meet and report to the Meet Referee at least in time for the Officials Briefing.
2. There will be a designated meeting time and place for officials, at which you will be given a Heat Sheet, DQ slips, and your assignment for that session.
3. You will also be given any special instructions or information the Referee may have for that particular meet such as jurisdiction area, DQ slip procedures, relief officials or event breaks.
4. Depending on the pool plan or type of meet, you may be assigned as a Stroke & Turn Judge or as a Stroke Judge (side of pool) or Turn Judge (ends of pool).
5. Turn Judges are positioned on the ends of the pool to allow them to see the pool wall and touch pads. They should be positioned so as to observe all lanes in their jurisdiction as assigned by the Meet Referee equally, in fairness to all swimmers. Ensure that, when turning or finishing, the swimmer complies with the turning and finishing rules applicable to the stroke used.
6. As a Stroke Judge you walk the side assigned to you, observing the jurisdiction assigned by the Meet Referee and pacing yourself to be just behind the last swimmer. Ensure that the rules relating to the style of swimming designated for the event are being observed.
7. If assigned to be a Relay Take-off Judge, be sure you are familiar with the rules for a single or dual confirmation of an early take-off, as well as the procedure to be followed. Ensure that a relay swimmer does not leave the starting platform before the preceding swimmer has touched the end of the pool.

Disqualification Guidelines

1. Can be made only by the official within whose jurisdiction the infraction has been committed and must be based on personal observation.
2. Give the swimmer the benefit of ANY doubt.
3. Any swimmer who acts in an unsafe or unsportsmanlike manner observed by the Stroke/Turn Judge may be considered for disciplinary action at the Referee's discretion.
4. Swimming across lanes does not disqualify a swimmer unless interference occurs at the Referee's discretion. However, the stroke/turn judge should report any observed interference to the Referee. The swimmer must start and finish in the same lane.
5. Standing on the pool's bottom during a freestyle race shall not disqualify a swimmer unless he leaves the pool or walks or springs from the bottom. (NOTE: standing on the bottom after the start and before the finish of any *other* stroke shall constitute a disqualification.)

Disqualification Procedures:

1. Upon observing an infraction of the rules, immediately raise a hand until recognized by the Referee, or for about 20 seconds, whichever comes first.
2. Next, make a note of the infraction on your Heat Sheet as to the heat & lane and swimmer.
3. Then, if you have been instructed to use a headset, call in the infraction as instructed.
4. Continue to observe your lanes. Complete the DQ slip when all your swimmers are out of your jurisdiction or at the end of the event or after you have been relieved by another official who takes over observation of your jurisdiction, while you complete the DQ slip.
5. Be certain that the proper heat, lane and swimmer are marked on the DQ slip and the slip is marked correctly to reflect the infraction you called in.
6. Be alert to any changes of swimmers announced.
7. Follow the DQ handling procedure requested by the Referee in the Officials meeting.
8. The finish end judges may have the added responsibility to inform the swimmer of a potential DQ. If a swimmer is not notified, please inform the referee. To inform swimmers of a DQ all that is necessary is to make them aware of the infraction as called in and tell them to talk to their coach. Do not coach a swimmer after a DQ, as to how it should have been done. Do inform swimmers of a DQ with sensitivity towards their feelings and age.
9. Be prepared to accurately answer the "3 Questions" from the Chief Judge or the Referee, if asked, with the language of the rulebook - "Where were you? (Jurisdiction)," "What did you see? (Description)," and "What rule was broken? (Infraction)." Do not take it as a personal offense if your DQ call is overturned - you did your job and the Referee must do their job, too.
10. The Referee, Chief Judge or designated official must make every reasonable effort to seek out the swimmer or his coach and inform the individual of the reason for the disqualification. Never suggest to a swimmer or coach that a swimmer "came close" to being disqualified, "close" is perfectly legal!



A PHILOSOPHY OF OFFICIATING

It is not very difficult to acquire the technical knowledge required to judge the strokes and turns or finishes. A judge will gain that knowledge and become proficient with practice. The challenge however, is to apply that knowledge **professionally**. This includes not falling into any of the "mental traps" that can ensnare us, such as:

1. Advantage vs. disadvantage

A violation of the rules should be noted and the competitor disqualified whether an advantage is gained or not. Our role is to note violations of the swimming rules, not to determine the effect of violations.

2. The "Twice Theory."

Some judges feel they should wait until an infraction happens more than once before they call it. They rationalize this position in all sorts of ways. However, there is no basis for waiting to see an infraction happen twice. The official must simply be certain of what he saw and make the call as soon as it is observed. If there is any doubt about the violation, then don't make the call! Continue to give all the competitors uniform coverage in observing their performance.

3. "We don't disqualify 8 & Unders or 10 & unders"

People who take this position often rationalize it by saying they don't want to cause "mental trauma" to a youngster. They usually go on to say they have no problems "with older swimmers" While this may sound good, it is in error. First, it views the judge's role as punitive. That's completely wrong. Rather, a disqualification should be viewed as a) "protecting the other athletes" in the competition, and b) "educating" the athlete who commits the infraction so he/she won't do it again. Secondly, it assumes that everyone in the identified age group is a "beginner" while those in the older age groups are "experienced" and, therefore, should be held to a stricter standard. Yet, this is also often erroneous. In any event, experience is irrelevant. Finally, the idea that disqualifying an 8 & Under will "traumatize the child's psyche" is ludicrous. It clearly ignores the fact that youngsters are constantly being corrected during their early, formative years; that's how they learn.

4. Don't Infer (Extrapolate)

Succinctly put, this simply means: you can only call what you see, NOT what you deduct. You must actually see the swimmer miss the wall with his right hand on the turn, not assume he missed it because, by the time you looked, he was touching the wall with his left hand and was already turning. You must actually see the breaststroker take the second arm pull and be past the widest part of that second stroke before his head surfaces, not assume that it took two pulls to get that far out in the pool when you saw his head surface. Another way of putting this: **don't look for reasons to disqualify**. If you see the infraction and it is clear, report it, but if you are uncertain, remember that the benefit of any doubt must go to the athlete.

Conduct:

1. Respect and support all decisions of the Referee and your fellow officials. Do not critique or correct other officials on what you may or may not have seen in their jurisdictions. Never call to any other officials attention, any swimmers technique or ask for advice as to a DQ. If you are not sure, do not make the call.
2. If parents have questions, refer them to their coach. If coaches have questions, and they are simply inquires such as "was that my swimmer that got dq'ed?" or some such, answer them if you have time. If they question the accuracy of a call or have comments, politely refer them to the Meet Referee; do not discuss decisions with them. Always act like a professional.

Judging swimmers with physical disabilities

1. Only judge a swimmer as if they have a disability if instructed to do so by the referee.
2. Judge, in accordance with USA Swimming rules, any part of the body that is used.
3. Do not judge a part of the body that cannot be used.
4. Base your judgment on actual rule, not the swimmer's technique.

Reminders:

1. Make a note of any swimmers actions which you were not sure of the call, (and therefore did not call). At the appropriate time, ask the Referee for the interpretation of that section of the rules.
2. Your Clinic Instructor and certified officials on deck will cover with you the stroke and turn rules and procedures. Be sure to ask questions if you do not understand what is being said.
3. Finally, as you Apprentice for Certification, it is recommended that you reread and review these Guidelines occasionally, to make them a part of your advancement.



Radio Etiquette and Usage Guidelines

Objective:

For deck officials to be seen as professional as possible they must perform on a common and consistent basis. This suggests that deck officials using headsets or radios should communicate in a very exact manner and process. Improper usage of headsets or radios only serves to discredit the officials using them in the eyes and ears of those listening or using the radios. Radios or headsets are used by many meet volunteers and workers and are even used by some coaches. There are no limits on who might purchase a radio and be on deck, in the stands or in the pool vicinity.

General Usage Process:

1. Radios are used strictly for efficiently or quickly calling in a disqualification to make sure that the swimmer(s) are notified clearly and in a consistent manner.
2. Radios should never be used to call attention to a swimmer. This means that one official should not use the headset to ask other officials to observe a swimmers stroke, turn or finish.
3. Radios should never be used to tell jokes or off color stories of any kind.
4. Abusive language of any kind, in any language, should never be used on radios.
5. Radios should never be used to discuss a disqualification or any incident regarding the swimming competition.
6. Radios should never be used to talk about any coach, swimmer, volunteer or any situation dealing with meet operations.
7. Radios today have a "voice activated" switch which picks up any audible activity and can cause embarrassing situations. Therefore use radios only in the "manual" mode and check for proper position before usage.
9. All calls should be simple and clear. Use the language from the DQ slip or rules as a guide.

Suggested Radio Process - Stroke and Turn:

The Officials should communicate in a very succinct and consistent manner, such as:

1. OFFICIAL - "Possible disqualification, event ____heat____lane ____, turn (start) end, for _____"
2. REFEREE - "Confirm possible disqualification for lane ____, turn(start) end, for _____, please notify the swimmer."
3. OFFICIAL - "I will notify the swimmer."
4. OFFICIAL - "Swimmer has been notified."
5. REFEREE - "Thank you."

If at a meet with more than one course, always identify the course at the beginning of the radio call.

Sample Disqualification Report Form

Note: Current form is at <http://floridaswimming.org/> in the Officials/Forms section)

Event _____ Heat _____ Lane _____
Swimmer _____ Team _____

1. Breaststroke

- Start Swim Turn # _____ Finish
- a. Kick Alternating Butterfly Scissors
- b. Arms Non Simultaneous Hands past hips
 Elbows over water Not on same horizontal plane
- c. Cycle Double Pull Double Kicks
 Head did not break surface Out of Order
- d. Touch One hand Non-Simultaneous
- e. Body not at or past vertical toward breast off wall
- f. Other _____

2. Butterfly

- Start Swim Turn # _____ Finish
- a. Head did not break surface before 15m
- b. Kick Alternating breaststroke Scissors
- c. Arms Non Simultaneous Underwater Recovery
- d. Touch One hand Non-Simultaneous
- e. Body not at or past vertical toward breast off wall
- f. Other _____

3. Backstroke

- Start Swim Turn # _____ Finish
- a. Toes curled over lip of gutter after start
- b. Head did not break surface before 15m
- c. Body not towards back Off wall During swim
- d. Non-continuous turn
 Extra strokes Pull completed-no turning action
- e. No touch, turn # _____
- f. Other _____

4. Individual Medley

- a. Stroke infraction # _____
- b. Strokes out of sequence

5. Freestyle

- a. Head did not surface before 15m b. No touch, Turn # _____

6. Relays

- a. Stroke infraction # _____ Swimmer # _____
- b. Early take off, swimmer 2 3 4
- c. Changed order of swimmers strokes

7. Other _____

- False Start
- Delay of Meet
- Did not finish

Judge _____ Cert. # _____

Referee _____ Cert. # _____

Notified: Swimmer Coach

Stroke and Turn Apprentice Study Guide & Graduation Review Outline

This outline is designed to give Apprentice Officials an overview of what you should learn by the end of your apprenticeship. Before your certification as a Florida Swimming Official a qualified Referee will use this outline as a review guide. Always feel free to ask questions!

I General

- A. Professionalism
 - 1. Proper appearance
 - 2. Assignment of Duties
 - i. Sign-in upon arrival at the pool
 - ii. Report promptly for the officials meeting when announced
 - iii. If you sign in for a session you are normally expected to show up on time, work the entire session, and report to your assigned position on time.
 - 3. Equipment
 - i. Radio
 - ii. Rules
 - iii. Clipboard
 - iv. Pen/pencil
 - v. DQ forms (available at <http://www.floridaswimming.org>)
 - vi. USA Swimming Non-Athlete Registration Card
 - 4. Attentiveness
 - 5. Clarity and accuracy of reporting DQ's
 - 6. Never cheer for a swimmer
 - 7. Call all infractions regardless of age of swimmers-**benefit of the doubt always goes to the swimmer**
 - 8. Respect and support all decision of the Referee and your fellow officials.
- B. Jurisdictions-Set by Meet Referee
 - 1. Short Course
 - 2. Long Course
- C. Positioning & Procedures
 - 1. Start end
 - 2. Turn end
 - 3. Backstroke starts
- D. Disqualifications
 - 1. Procedure-in suggested order
 - i. Observe—the swimmer always gets the benefit of the doubt.
 - ii. Immediately raise hand (10-20 seconds)
 - iii. Note on heat sheet

- iv. Communicate on radio (guidelines in clinic packet)
 - v. Write DQ slip, including notes such as which hand touched first in Non-Simultaneous touch, etc.
 - vi. Notify the swimmer at the end of heat (or as directed for that meet)
2. Communications with swimmers
 - i. Friendly, compassionate
 - ii. "You disqualified yourself by..."
 - iii. Inform, don't coach
 3. Confirmation/Inquires-The Referee or his/her designee may question you regarding a call. Do not take this as a rebuke. Referees often need to get more information, and may want to know what you saw, where you saw it and what rule was broken. This is, and should be a common practice.

E. Inquiries from parents/coaches

1. Parents- politely ask them to ask their child's coach if they have any questions.
2. Coaches-if they just want to be informed as to what the call was, feel free to tell them as you have time. If they want to discuss, in any way the infraction, politely ask them to talk to the Referee.

II Swimming

A. Stroke and Turn—you will need to know and understand all the applicable rules for each stroke as outlined in the S/T Clinic Packet.

1. Butterfly
2. Back
3. Breast
4. Free

B. Other

1. Relay's
 - i. Order of strokes
 - ii. Finish rules at end of each stroke
 - iii. Freestyle-stroke other than 1st three
2. Relay Early Take Off Judging
 - i. Toenails to fingernails
 - ii. Single confirm procedure
 - iii. Dual confirm procedure
 - iv. Positioning
3. Individual Medley
 - i. Order of strokes
 - ii. Finish rules at end of each stroke
 - iii. Freestyle-stroke other than 1st three
4. Swimmers with a Disability-Referee will inform you if a swimmer in your lanes has a disability.