

# WISCONSIN SWIMMING, INC.

## Title: Meet Conduct

Policy Number: 4

Effective Date: October 26, 1999; Supersede Date: May, 1999

Revision Dates:

October 26, 1999	4.1.3 and 4.5.1
January 27, 2004	4.1.3.F and 4.7
April 26, 2005	4.9

**Scope:** This policy provides direction to all LSC members, athletes, officials, coaches and parents relating to Meet conduct.

### 4.1 *Wisconsin Individual Scratch Rule*

Each swimmer shall inform himself/herself of the Meet starting time and shall report to the proper Meet authorities promptly upon call.

- 4.1.1 Scratching events in pre-seeded Meets – Each swimmer shall report promptly to the starting blocks prior to the start of each race in which the swimmer is entered.
- A. Any swimmer not reporting for or competing in an individual timed final event shall not be penalized.
  - B. Any swimmer not report for or competing in a preliminary heat when finals are scheduled shall not be penalized.
- 4.1.2 Scratching Events in Deck Seeded Meets – Any swimmer entered in an individual event that is seeded on the deck, who has checked-in for the event, must swim in the event unless the swimmer notifies the Clerk of Course before the seeding for that event has begun that the swimmer wishes to scratch. Failure to scratch prior to seeding and not swimming the event will result in the swimmer being barred from the next individual event in which the swimmer is entered on that day or the next day, whichever is first. Events seeded on the deck shall be closed for seeding no earlier than thirty (30) minutes prior to the start of the event.
- 4.1.3 Scratching from bonus heats, consolation finals, and finals:
- A. Any swimmer qualifying for a bonus heat, consolation final, or final race in an individual event, who fails to compete in said bonus, consolation final, or final race, shall be barred from further competition for the remainder of the Meet. Disqualification under this section shall apply only to swimmers qualifying based on the original preliminary results.
  - B. In the event of withdrawal or barring of a swimmer from competition, the Meet Referee shall fill the bonus, consolation final, or final race, when possible, with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if not available to compete in finals.
  - C. When bonus/consolation finals have not been swim and a barring or withdrawal is known to the Meet Referee, the Meet Referee shall reseed the bonus/consolation

- final, and final, if necessary, by inserting the alternate(s) in the appropriate lane(s), filling all lanes in the final race.
- D. If a bonus heat or consolation final has been contested, the remaining final shall be swim without reseeding for empty lane(s).
  - E. Finals shall include those events deck seeded but swum as timed finals in preliminary-finals competition. Typically, those are the distance events and relays events.
  - F. For a swimmer to scratch, a swimmer shall declare his/her intent to scratch within thirty (30) minutes after initial posting of the individual event results. A swimmer shall scratch officially within thirty (30) minutes after his/her last individual event.

#### ***4.2 Wisconsin Relay Scratch Rule***

- 4.2.1 Scratching from Relay Events in Pre-Seeded Meets -- Any relay team entered in a pre-seeded event that fails to compete in or report for that event shall not be penalized.
- 4.2.2 Scratching from Relay Events in Deck Seeded Meets
  - A. Any relay team entered in a relay event that is seeded at the Meet, that has checked-in and the swimmers' names declared for that event, must swim the event unless the Clerk of Course is notified before the seeding for that event has begun that the relay team wishes to scratch.
  - B. A relay team member failing to appear ready to swim for the relay event shall be barred from his/her next individual event in which the swimmer is entered, on that day or the next Meet day, whichever is first. The relay team members who do appear ready to swim shall not be penalized for failure of other relay team members to appear.
  - C. Exceptions: Relay teams or team members who give acceptable notification to the Meet Referee of illness, injury, or that failure to complete is caused by circumstances beyond the control of the swimmer(s) shall not be penalized.
  - D. Finals shall include those relay events deck seeded but swum as timed finals in preliminary-finals competition.

#### ***4.3 Minimum Finish Judging***

Minimum finish judging at both preliminary and final races shall be two officials picking all places "across the board" plus the use of the official time as a vote.

#### ***4.4 Minimum Number of Officials***

There shall be a minimum of three USA Swimming certified officials, at least two (2) of which must be certified starter referees, present on deck during the course of a Meet at all times. The Referee and the Starter, two (2) different people, also may serve as Stroke and Turn Judges on their respective sides of the pool. There shall be assigned at least one other certified Official on the deck at all times.

#### ***4.5 Warm-up Procedures***

The warm-up procedure itemized below establishes the minimum requirements for all USA Swimming member clubs requesting sanction/approval from Wisconsin Swimming, Inc. The intent is providing an adequate, fair, and safe warm-up for all competitors and coaches.

- 4.5.1 A minimum of one hour must be provided all contestants for warm-ups prior to beginning competition, except any session that has only 12 and Under swimmers must have at least a thirty (30) minute warm-up period. This is applicable to Preliminary/Final Meets, and single and split session Meets. A recommended ten (10) minute quiet period should be provided between warm-ups and actual competition during which no one is permitted in the competitive pool.
- 4.5.2 Following are several definitions/descriptions contained/used in the procedure:
  - A. General Warm-up: Circle swimming only, entry into the water shall be feet first
  - B. Sprint: One directional swimming from starting end only, racing starts from starting blocks are permitted
  - C. Push/Pace: Circle swimming only, one or two lengths only, begin at starting end only, no racing starts from starting blocks
  - D. Kicking/Pulling with Boards or Paddles: Not permitted in competition pool, permitted in separate diving well or in adjacent pool
  - E. Marshal: USA Swimming member familiar with warm-up procedures, on deck during entire warm-up, with authority to recommend to the Meet Referee disciplinary action for violators of procedures.
- 4.5.3 First one-half to three-fourths of warm-up provides specific lanes for sprinting. Typically, lanes one and six in a six lane pool and lanes one, seven and eight in an eight lane pool are identified as sprint lanes. Remaining lanes are available for general warm-up. Push/pace lanes are optional and typically apply to Championship Meets only.
- 4.5.4 A diving well physically linked to the competition pool, as in an "L" shaped pool, may be available for general warm-up and kicking/pulling during the warm-up period and for warm-downs only during competition with limits on the number of swimmers in the water at the same time. The Meet Referee or Marshall(s) may close the diving well to all individuals at their discretion.
- 4.5.5 A diving well not physically linked to the competition pool may be available for general warm-up/warm-down, and kicking/pulling during the warm-up period and during the competition. The Meet Referee or Marshall(s) may close the diving well to all individuals at their discretion.

#### ***4.6 Coaches Responsibilities***

- 4.6.1 Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets and practices.
- 4.6.2 Coaches shall supervise their swimmers throughout the warm-up at Meets and at all practices.

**4.7 Host Team Responsibilities – Meet Marshals & Life Guards**

- 4.7.1 A minimum of two (2) Meet Marshals, who report to and receive instructions from the Meet Referee and/or Head Marshal, shall be on deck during the entire warm-up session to enforce these safety guidelines and warm-up procedures.
- 4.7.2 Meet Marshals shall be current members of USA Swimming.
- 4.7.3 Meet Marshals shall have the authority with the approval of the Meet Referee, to remove from the deck, for the remainder of the warm-up session or the Meet, any swimmer or coach who violates safety guidelines or warm-up procedures.
- 4.7.4 A Meet Host must provide at least one (1) Red Cross certified Life Guard for the pool who has no other responsibilities in accord with Wisconsin Administrative Code. The Life Guard(s) need not be member(s) of USA Swimming.
- 4.7.5 For a facility with a non-contiguous warm-up facility, other than one separated by a bulkhead, and supervised by a Red Cross certified Life Guard, the Meet Marshals shall make periodic inspections of this pool, but they are not required to observe the warm-up pool on-going.

**4.8 Officials' Compensation**

- 4.8.1 All Day: \$100
- 4.8.2 Half Day \$50
- 4.8.3 Time Over Eight Hours \$10/hour  
(including lunch)

**4.9 Meet Host Responsibilities Concerning Safety**

- 4.9.1 There shall be no smoking permitted within one hundred (100) feet of any designated swimming venue.
- 4.9.2 No glass containers are permitted on the pool deck.
- 4.9.3 Any hot beverage must be served in a container with a tight seal.
- 4.9.4 Any unescorted swimmer must have coach supervision in the pool, especially during warm-ups.
- 4.9.5 The Meet Director, Meet Marshals, Coaches, and Officials must be current non-athlete members of USA Swimming; Meet Host must inspect their credentials on deck.
- 4.9.6 Requirements for conducting an Outdoor Meets must include:
  - A. Clearing the pool of swimmers at the first sight of lightning or sound of thunder and keeping the pool clear until, at least twenty (20) minutes following the last sight of lightning or sound of thunder.
  - B. Specifying Meet procedures in Meet Information for continuing the Meet following any weather delay, e.g., latest ending time for a scheduled session, any or no refund of fees for events not competed, starting event for continuation of Meet in next session, etc.

***4.10 Meet Host Responsibility for Providing Timers and Officials***

The Meet Host shall have a full complement of officials arranged prior to the day of the Meet. MEET HOSTS SHOULD NOT EXPECT TO FIND OFFICIALS FROM THE AUDIENCE (THIS INCLUDES TIMERS.) Timers may be requested for both short and long course meets. However, they may not be mandatory for team entry into the Meet as Timers ultimately are the responsibility of the Meet Host.

***4.11 Participating Club Responsibilities***

Each Club shall be required to exercise proper control over swimmers, including adult supervision at all times in the rest area, and to clean up their designated team areas at the end of the Meet.

Reason for Change

October 26, 1999	4.1.3	Amended to eliminate the penalty for alternates failing to show at Finals
	4.5.1	Amended to allow 30 minute warm-ups for 12 and under competition
January 27, 2004	4.1.3.F	Amended to add "shall" in scratch procedure
	4.7	Amended to comply with Wisconsin Administrative Code that Life Guard has no other responsibility
April 26, 2005	4.9	New safety section to combine with "no smoking" rule.