

# **Naperville Park District Swim Conference Officials Clinic Summer 2008**

## **2008 Park District Officials Clinic**

All information in this packet and all information that will be discussed are taken directly from the *2006-2007 National Federation of State High School Associations Swimming and Diving and Water Polo Rules Book*, except where Naperville Park District rules apply.

Remember, first and always, BE FAIR. If you have any doubts the decision is with the swimmer,  
"IF YOU DIDN'T SEE IT, IT DIDN'T HAPPEN"

## **PART ONE--STARTERS AND REFEREES**

### **Rule 3**

#### **Section 5 - Conduct**

**ART. 1...**No team personnel/competitor shall act in an unsportsmanlike manner. This includes any act the referee deems unsportsmanlike, including but not limited to, the following:

- a) Making insulting or derogatory remarks, gestures or acts, including taunting;
- b) Trying to influence or showing disgust with officials' decisions;
- c) Interfering with meet officials in the performance of their duties.

NOTE: The NFHS disapproves of any form of taunting which is intended to embarrass, ridicule or demean others under any circumstances including on the basis of relative ability, race, religion, gender, or national origin.

**ART.2...**No team personnel/official/competitor shall use any form of tobacco product from the time they arrive at the site of the competition until they leave following completion of the meet.

**ART.3...**No team personnel/competitor shall enter the water without the referee's approval.

**ART.4...**Swimmer shall swim in their assigned lanes throughout the race, and shall not interfere with a swimmer in another lane.

**ART.5...**No competitor shall contact the bottom of the pool for the purpose of gaining an advantage during a race.

**ART.6...**Competitors shall leave the pool promptly when requested to do so by the referee.

**ART.7...**No team personnel/competitor shall perform any on-site shaving before, during or after the meet.

### **Rule 4 - Officials and their Duties**

#### **Section 1 - Authorized Officials**

**ART.2...**Nonchampionship meets shall be administered by a number of officials sufficient to properly conduct the meet. It is recommended a minimum of 2 officials administer dual meets. The referee is the head official and is responsible for making decisions on matters not specifically covered by the rules, setting aside application of a rule during a meet or ordering a race re-swum when there is obvious unfairness. The referee shall have general supervision of other officials and shall meet promptly with them in order to make a ruling on any situation. The referee's decision is final.

- Additions:
1. Upon the sighting of lightning, the referee shall stop the meet, clear the pool area - and not continue the meet until 30 minutes after the last sighting.
  2. Shall have the sole responsibility for deciding whether or not to cancel a meet due to weather. The referee is should seek input from the coaches and park reps.

**ART.4...**It is recommended officials dress uniformly in white shirt, khaki shorts/pants and white shoes.

## **Section 2 - The Referee**

**ART.1...**At least 30 minutes before the meet, the referee shall be available to:

- a) See that all equipment necessary for proper conduct of the meet is in the proper place and condition;
- b) See that the pool is properly marked;
- c) Assign or delegate duties to officials as necessary for proper meet management, and review responsibilities with each;
- d) Before nonchampionship meets, if necessary, conduct a pre-meet conference with the starter, a captain and a coach from each team to review meet procedures, special instructions and any unusual pool conditions.

**ART.2...**During the meet, the responsibilities of the referee are to:

- a) Check that each swimmer takes the proper lane, call them to step onto the starting platform or pool deck and signal the starter the starting commands may begin;
- b) Order an event to start without delay when a contestant fails to report promptly;
- c) Be in position and carry a sounding device to assure a fair start and notify each swimmer who is disqualified for a false start;
- d) Determine disqualifications and notify competitors and/or their coaches of infractions and resulting disqualifications. This may be accomplished with a verbal announcement if the competitor and/or coach cannot be reached without further delay of the meet;
- e) Confirm that no athlete violates the individual entry limitation;
- f) Resolve any disagreement in a race in a timely manner;
- g) See that the meet progresses without delay and results are announced promptly;
- h) Assure all competition is conducted according to the rules;
- i) Signal by raising one hand over head with open palm immediately upon discovering any swimming violation, except on relay takeoffs in meets using dual confirmation;
- j) Prohibit the use of any bells, sirens, horns or other artificial noisemakers during the meet.
- k) declare a dual meet a forfeit when conditions described in 7-2-3 are met;
- l) determine if there is a need for the integration of backup times;
- m) Stop or suspend competition or suspend/terminate a contest whenever the elements require. Be familiar with the NFHS Lightning Guidelines on page 7.

Note: The referee is the turn judge for turns at the 50 yard mark for 100 yard events.

## **Section 3 - The Starter**

**ART.1...The Starter shall:**

- a) Follow the procedures in Rules 8-1-1 and 8-1-2.

Note: The starter is the turn judge for turns at the 50 yard mark for 100 yard events.

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Although it is recommended to have a starter and a referee it is not required. We realize that some of the smaller pools do not have the manpower available to do this. In that case the starter and the referee can be the same person.  
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## **PART TWO**

### **STROKE AND TURN JUDGE**

#### **Section 4 - Stroke Inspectors**

**ART.1...**There shall be at least 2 stroke inspectors, one positioned on each side of the pool, each moving along the length of the swimming course.

**ART.2...**Stroke inspectors shall:

- a) From the start of the race, examine the swimming strokes, from end wall to end wall, of the competitors assigned to the lanes in the half of the pool nearest the side from which they are observing;
- b) Signal by raising 1 hand overhead with open palm immediately upon discovering a violation of the legal swimming stroke, kick or body position;
- c) Report the violation to the referee immediately following the race. (FOR OUR SWIM CONFERENCE, AFTER COMPLETING THE DQ CARD HOLD THE CARD IN YOUR RAISED HAND. A RUNNER ASSIGNED TO PICK UP THE DQ CARDS WILL DO SO.)

#### **Section 5 - Turn Judges**

**ART.1...**Turn judges shall assume positions from which they have an unobstructed view of the swimmers and end wall of the lanes for which they are responsible.

**ART.2...**Turn judges shall:

- a) Examine the last stroke prior to the turn, the turn, the exit from the turn until completion of the first full stroke and the finishes (25 YARD EVENTS ONLY) of the competitors in their assigned lane(s);
- b) Signal by raising 1 hand overhead with open palm immediately upon discovering a violation of the legal turn or finish;

## Article 2 - Turn Judges - continued

- c) Report the violation to the referee immediately following the race (FOR OUR SWIM CONFERENCE, AFTER COMPLETING THE DQ CARD, HOLD THE CARD IN YOUR RAISED HAND. A RUNNER ASSIGNED TO PICK UP THE DQ CARDS WILL DO SO).
- d) Judge relay take-offs on 8 & under relay events.

## **PART THREE** **SWIMMING EVENTS**

### **Section 1 – Starts and Finishes**

**ART.1...**For the forward start, upon the starting command, "Take your mark," swimmers shall promptly assume a motionless position with their foot/feet at the front edge of the platform or pool deck. When all swimmers are motionless, the starter shall activate a starting device. *(Note: In the forward start, prior to the starting command "take your mark," it is no longer necessary to place your foot/feet on the front edge of the starting platform or pool deck.)*

Note: With referee/starter permission, a swimmer may start in the water. The swimmer must be motionless and have at least one hand in contact with the starting platform or end wall. A backstroke start is not permitted.

**ART.2...**For the backstroke start, swimmer shall step in the water feet first, and shall line up in the water facing the starting end with both hands in contact with the end of the pool or the starting platform. Prior to the command "Take your mark" and until the feet leave the wall at the starting signal, the swimmer's feet, including toes, shall be completely under the surface of the water. Standing on or in the gutter or curling the toes over the lip of the gutter immediately after the start is not permitted. *(Note: This eliminates the practice of standing during the backstroke.)*

**ART.3...**Subject to the discretion of the referee/starter, a false start/infraction occurs when a swimmer:

- a) Unnecessarily delays in reporting for the start, or in assuming a starting position;
- b) leaves the mark before the starting signal;
- c) Does not remain motionless immediately prior to the start. Other swimmers are to be released by the starter's command, "Stand up."
- d) Does not step into water, feet-first for an "in-water" start.

**ART.4...**In the forward start, swimmers may stand up or step off the starting platform after the command "Stand up," but they shall not unnecessarily enter the water nor delay a new start.

**ART.5...**In the backstroke start, swimmers may release from the starting position after the command "Stand up," but they shall not leave the starting area nor unnecessarily delay a new start.

**ART.6...**When 1 or more swimmers have obtained an unfair advantage at the start, the race shall continue without recall.

**Notes:**

1. If the recall signal is activated inadvertently, the race is recalled and the referee/starter (referee and starter in championship meets) may disqualify the swimmer(s) leaving the mark before the start of the signal.

**Penalty: The swimmer or relay team is disqualified from the event.**

2. The referee/starter may recall the entire heat when he/she is not satisfied that the race was properly begun. It is not necessary to charge any swimmer with a false start under these conditions.

**ART.7...**To finish the race, the swimmer shall contact the finish end in the manner prescribed. When automatic timing/judging equipment is used, the swimmer must contact the touch pad to finish the race.

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**PENALTY FOR ONE FALSE START:**

Any individual swimmer or relay in the 13 or over age group that is assessed ONE false start is disqualified from scoring in that event. All other age groups shall be allowed 1 false start.

A swimmer D.Q.'ed for a false start may swim exhibition and the time achieved may be used towards meeting Championship Meet time cuts.

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**Section 2 - Form of Individual Events**

**ART. 1...**The Backstroke:

- a) The backstroke start shall be used.
- b) Any stroke is permitted. The body shall remain on the back to the degree the shoulders do not turn over beyond the vertical plane except while executing a turn.
- c) Standing in or on the gutter AT ANY TIME or curling the toes over the lip of the gutter immediately after the start is not permitted (*Note: For safety!*).
- d) Any kick is permitted.
- e) The swimmer may be completely submerged during the turn or for a distance of not more than 16.4 yards (15 meters) after the start and each turn. By that point, the head must have broken the surface of the water.
- f) 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 provided 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 the 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.

- g) The finish requires completion of the required distance and contact with the finish pad (when automatic timing is used) or finish end by any part of the swimmer.

#### **ART.2...Breaststroke:**

- a) The forward start shall be used.
- b) The body shall remain on the breast except while executing a turn.
- c) On the start or turn, one arm stroke beyond the hipline followed by one breaststroke kick may be made while the swimmer is underwater; except that after such arm stroke and before the breaststroke kick, a single downward butterfly kick is permitted. Some part of the head must break the water surface before the hands turn inward at the widest part of the second stroke after the start and after each turn;

Thereafter;

- (1) The hands shall not be brought back beyond the hipline;
- (2) Some portion of the head must break the water surface sometime during each stroke cycle (one arm pull followed by one leg kick) except after the final arm pull to the turn or finish.
- d) There shall be no sculling with the hands at the end of the first armstroke following the start or turn.
- e) The stroke requires that the arms shall move simultaneously and in the same horizontal plane, without any alternating movement. Both hands shall be pushed forward from the breast simultaneously on, above or under the surface of the water. Elbows must remain under the water except for the last stroke at the finish of the prescribed distance (Butterfly recovery is not permitted at any time).
- f) The kick requires the feet be drawn up with the knees bent. The feet must be turned outward during the propulsive part of the kick. All movement of the legs and feet shall be simultaneous and in the same horizontal plane. No scissors, flutter, or downward butterfly kick (developed from a flexing and extending of the knee) is permitted.
- g) The turn requires a simultaneous touch with two hands, not necessarily on the same plane after which any manner of turn is permitted. The shoulders shall be at or past the vertical toward the breast when the feet leave the wall. The legal body position shall be regained prior to the first arm pull;
- h) The finish requires completion of the required distance and contact with the finish pad (when automatic timing is used) or finish end with both hands simultaneously, not necessarily on the same plane.

#### **ART.3...Butterfly**

- a) The forward start shall be used.
- b) The body shall remain on the breast except while executing a turn. After the start and

after the turn, the swimmer is allowed one or more leg kicks, but only one arm pull under water.

- c) The stroke requires that both arms simultaneously pull backward under the water, then simultaneously recover over the water. At any given time, corresponding points on both hands shall be at the same horizontal level.
- d) The kick requires that both legs and feet move up and down simultaneously in the vertical plane. Scissors, breaststroke and alternating up and down movements of the legs are not permitted.
- e) The turn requires a simultaneous touch with two hands, not necessarily on the same plane, after which any manner of turn is permitted. The shoulders shall be at or past the vertical toward the breast when the feet leave the wall. The legal body position shall be regained prior to the first arm pull.
- f) The swimmer may be completely submerged for a distance of not more than 16.4 yards (15 meters) after the start and each turn. By that point, some part of the head must have broken the surface of the water.
- g) The finish requires completion of the required distance and contact with the finish pad (when automatic timing is used) or finish end with both hands simultaneously, not necessarily on the same plane.

#### **ART.4...The Freestyle**

- a) The forward start shall be used.
- b) Any body position, stroke and kick is permitted and any combination of styles may be used.
- c) The turn requires that some part of the swimmer's body contact the end wall.
- d) The swimmer may be completely submerged for a distance of not more than 16.4 yards (15 meters) after the start and each turn. By that point, some part of the head must have broken the surface of the water.
- e) The finish requires completion of the required distance and contact with the finish pad (when automatic timing is used) or the finish end by any part of the swimmer.

**ART 5....**The Individual Medley begins with the forward start. Competitors shall swim the butterfly for the first quarter of the required distance of the complete race, the backstroke for the second quarter, the breaststroke for the third quarter and any stroke other than backstroke, breaststroke or butterfly for the last quarter. Each section must be finished in accordance with the rule that applies to the style concerned.

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#### **PENALTY FOR EVENT FORM VIOLATIONS:**

Swimmer is disqualified from the event.

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### **Section 3 - Relay Events**

**ART.1...**The Medley Relay is swum by a team of 4 competitors, each swimming one quarter of the required distance of the race. The first shall use the backstroke start and swim backstroke;



the second shall swim breaststroke, the third butterfly, and the fourth shall swim any stroke other than backstroke, breaststroke or butterfly. Each swimmer shall adhere to the position, stroke, kick, turn and finish rules governing the stroke being swum.

**ART.2...**The Freestyle Relay is swum by a team of 4 competitors, each swimming one quarter of the required distance of the race in any style, adhering to the turn and finish rules of the freestyle event. The first swimmer of the relay team must use the forward start.

**ART.4...**The first swimmer of a relay team, once called to the starting platform by the referee, shall not change his/her swimming order in the relay event with any teammate.

**ART.5...**On the takeoff, the second, third and fourth swimmers on a relay team may be in motion before the previous swimmer finishes. The swimmers shall remain in contact with the starting platform/pool deck until the previous swimmer has finished. However, moving from the back of the starting platform to the front is permitted provided the swimmer is on the starting platform and does not initiate the action from the pool deck.

NOTE: On starts from the pool deck, the second, third, and fourth swimmers must use the forward start with at least one foot at the edge of the deck. The body may be in motion but no intentional movement of the feet is permitted.

**ART.6...**Each swimmer of a relay team must contact the finish end at the conclusion of his/her leg of the relay. The final swimmer is required to contact the finish pad (when automatic timing is used) or finish end by any part of the body.

**ART.7...**The first three members of relay teams shall leave the water by the finish end of their lane promptly after finishing their quarter of the race.

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#### PENALTIES FOR RELAY VIOLATIONS:

1. For a violation by an individual member of the relay team, the relay team is disqualified from the event.
  2. For a nonparticipating team member entering the water during the race, the team(s) is disqualified from the event, and that individual is disqualified from further competition.
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## Warm-up Procedure Guidelines

### A. General

1. Control/supervise—key words for safe warm-ups.
2. Coaches must actively supervise the warm-up to ensure that proper procedures are followed.
3. No swimmers are allowed in the water unless their coach is present.
4. Warm-ups begin 30 minutes prior to the start of the meet and end 5 minutes prior to the start of the meet. If there will be a change in this practice at a particular pool, the visiting team's coach must be notified before the start of warm-ups to ensure that all swimmers have a chance to sufficiently warm up.
5. A lifeguard **MUST** be on duty during warm-ups (see Health and Safety Rules, p. 20).

### B. Warm-up Procedure

1. Outside Lanes (1 & 4; 1 & 6; 1 & 8)  
Racing start only (off blocks). All swimmers begin at starting end of pool. Swim one length only. Exit pool after 20/25 yard sprint. Outside lanes used for racing starts/sprints to facilitate both supervision and exit by swimmers from pool at opposite end.
2. Inside Lanes (2 & 3; 2-3-4-5; 2-3-4-5-6-7)  
No diving. Push off wall beginning at starting end of pool. Circle swimming only.
3. Important points for warm-up period.
  - a) No racing (block) starts or diving in other than the designated lanes.
  - b) Start all swimmers in all lanes at starting end of pool.
  - c) Coaches should stand at starting end of pool when verbally starting swimmers on sprint or pace work.
  - d) Swimmers should be reminded by coaches that breaststrokers need more lead time than freestyle or butterfly swimmers.
  - e) Backstrokers should be reminded of the danger of leaving simultaneously with someone on the block. No one should be allowed on the starting block until the backstroker has executed this start.

**NOTE: THESE ARE GUIDELINES.** Discretion and common sense must be used when establishing procedures. The procedures must fit the type of meet and circumstances—the number of swimmers, lanes available and time available.