



League Rules and Regulations 2008

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Preface:

The following document is the result of an arising need to combine the scattered documents that we use to govern the League into one governing document. This will make it easier to find rules and to help inform our coaches, swimmers and parents of what our rules are. The original DSA Constitution, Championship rules and portions of the USA Swimming rules book were combined into this document.

DELMARVA SWIM ASSOCIATION CONSTITUTION

www.delmarvaswim.org

Last updated 5/15/08

League History

The Delmarva Swim Association (DSA) is a summer league of 23+ teams on the Delmarva Peninsula, with teams hailing from Virginia, Maryland, and Delaware. The League was formally organized in 1976, although it had existed as a loose federation of teams since about 1963. Formal organization brought about the election of an Executive Board, the standardization of forms, the centralization of scheduling, and the adoption of common rules and the assessment of dues. The League has been able to work with a variety of team organizations, clubs, and government groups. The League results from the efforts of many people (most of them volunteer) who give of their time and energies so that young people on the Eastern Shore may enjoy healthy learning/competing situations.

Mission Statement

The League strives to provide the necessary framework for organized competition, while not infringing upon the structure of individual clubs.

The League is open to any team, which wishes to join and will subscribe to the by-laws of the League, and to the Association's spirit of friendly competition.

The League: Delmarva Swim Association (DSA)

The League will maintain a web page to include address, phone numbers, and other information about the participating teams including the original printable forms necessary to run meets.

100 Membership

100.1 Team Membership:

Team membership applications must be submitted in writing to the League Secretary by March 1 to be approved for the current summer season. Applications must include facility information, **(Home pools must meet or exceed the criteria set in Section**

104.5 for pools), coaching staff and expected number of swimmers. At the pre-season Executive Board meeting, held on the third Thursday of March, applications will be voted on to approve or deny new teams to the League.

100.2 Swimmer Eligibility: All swimmers 18 and under may participate. A swimmer's age as of May 31 for the current season determines a swimmer's age group.

100.3 Team Changes: No swimmer may change team affiliation during any one swimming season. The Executive Board will review exceptions to this rule through a written request to the League Secretary stating the reason for change in team affiliation.

101 Membership Meetings / Application Deadlines

101.1 General Membership Meeting:

There will be an annual spring meeting at 6:30 p.m. on the third Thursday in May. The location to be announced. Each team is entitled to have one voting representative. Bylaws changes, final race schedules, election of new Executive Board members, and other business will be discussed and voted on at this meeting only. Each team is required to send a coach and a team representative to pick up their team materials. Teams that do not send a coach or team representative will be fined \$50.00. A closed Executive Board meeting will follow the general meeting. This meeting is open to anyone else wishing to attend.

101.3 Proposed Constitution/By-law Changes:

Proposed changes to the DSA Constitution/By-Laws must be submitted in writing and be received by to the League Chairperson, postmarked by March 1 of the year the change is requested.

101.4 Race Schedules: All teams participating in the League must submit a "meet schedule request form" to the Schedule Chairperson by the Champs entries due date for the next years season. It can be done on the web page electronic form or by hard copy. Teams in the top (7) seven ranking from the previous years Championship Meet must request to be scheduled with at least (4) four of these teams. All teams must submit with the schedule a winter contact person including a mailing and email address. Tentative race schedules will be distributed at Champs, for final edit or approval.

101.5 Rosters: All coaches are to send a roster of their team's swimmers to the League Secretary and to all the teams they will swim in a given season. Rosters must be submitted by July 1, using Hytek Team Manager athlete report for "roster" - "age ascending" separate boys and girls reports. All reports must include all names of team members, their dates of birth, and their ages as of May 31 and boy or girl. Rosters may be submitted as a file via email or printed and sent via regular mail to the League Secretary and all opposing teams. Teams not submitting full rosters by July 1 will be subject to a \$25.00 fine, due and payable as a condition for entries being accepted for the Championship Meet. Any additions to the roster should be sent to the League Secretary later in the season, and to all opposing teams yet to be swum, prior to

swimming those teams. All swimmers must be bona fide members of the team they represent.

101.6 Invitational / Championship Bids: All bids for the Championship Meet and Invitational's must be received by the League Secretary by the third Thursday in May at the annual general membership meeting to be considered as sanctioned meets.

101.7 Team Pages in Handbook: All teams must provide the League Secretary with a (1) one page "Team page" at or by the General May meeting. All pages must be updated each year. The page must include:

- Team name and address.
- Coaches phone numbers and email.
- Team Representative phone number and email.
- Pool description: blocks, depth at both ends, yards/meters, number of lanes, locker rooms, parking, starting system, snack bar etc.
- Pool address / phone number if available.
- Directions from north, south, east, west.
- pool users must designate which pool is the "meet" pool. for the season.

101.8 Gordon Maynes Award: The teams shall nominate, and the Executive Board shall vote for an outstanding volunteer in the League to receive a commemorative plaque to honor their dedication to the League each year. Requirements and mailing address are on the web page. The League Secretary must receive applications by July 1. The award will be announced at the conclusion of Champs.

101.9 Swimmer Scholarships: The teams shall nominate and the Executive Board shall vote for a maximum of four (4) swimmers ; (1-4) boys and (1 - 4) girls. Based on the availability of boys and girls a total of (4) swimmers each will receive scholarships based on the criteria set on the web page application **with the amount to be determined annually by the board at the spring meeting.** The League Vice Chairperson must receive applications by July 1. Scholarships will be announced at the conclusion of Champs.

101.10 Fines Due: All fines must be received by 8p.m. on the Saturday before Champs or the fined team(s) cannot participate in the Championships. Teams with fines that are unpaid after Champs, will be denied membership to the League the following season, until the unpaid fines are paid or resolved.

102 The Executive Board

102.1 The Executive Board: The Executive Board will be composed of (11) eleven members, of which (4) four are officers and (7) seven are board members. The team representatives will elect them at the General Membership meeting. No more than two (2) members may sit on the Executive Board from any one team. The members will serve a (3) three-year term, with a portion of the Executive Board standing for election each year. The resulting staggered elections ensure the stability of the Executive Board. The Executive Board elects its own officers yearly. In order to retain membership on the Executive Board, officers and members must attend 75% or more of the Executive Board meetings in any calendar year.

102.2 Officers: There will be a Chairperson, Vice-Chairperson, Secretary and Treasurer; all to be elected by the Executive Board at its first meeting following the annual meeting.

102.3 Vacancies:

The Executive Board will fill any vacancies occurring until the next annual meeting.

102.4 Duties:

The Executive Board will have the authority to handle disputes and to conduct all business of the league.

102.5 Finances:

The Executive Board will set dues. Team annual dues are \$75.00 if the dues are received by the League Treasurer at or by the meeting on the third Thursday in May. After that date the fees will be \$125.00.

102.6 Additional Scheduled Executive Board Meetings: In addition to the May and June members meetings the Executive Board will hold the following scheduled meetings.

1. Pre Season Executive Board Meeting: Held on the second Tuesday in April to discuss proposed by law changes, vote on new teams and other pre season business.

2. Pre-Championship Executive Board Meeting:

Held two weeks prior to the Championship Meet to schedule officials, check on league problems that arose during the season, fines, vote on Gordon Maynes Award recipient and the Scholarship Awards. See additional information at 101.7 and 101.8.

3. Post Championship Executive Board Meeting:

To review the season and set guidelines for the coming season.

102.7 Un-Scheduled Executive Board Meetings:

Unscheduled Executive Board meetings will be called by the Chairperson, or by the Vice-Chairperson in the Chairperson's absence, and a simple majority of the Executive Board must be present. A week's notice of the meeting must be given to each Executive Board member.

103 Rules for League Competition:

103.1 Stroke and Turn Rules: The current United States of America Swimming stroke and turn rules will govern the League. Other rules or modifications to USA Swimming rules are included in this Handbook. This handbook is the sole governing body of rules. The General Membership at the May meeting only, will approve modifications to any rules.

103.2 Dual Meet Entries Requirements:

Dual meet swimmers are limited to a maximum of three (3) individual scoring events and two (2) relays. Non-Scoring swimmers do not count in this maximum. Each team is

required to submit two (2) copies of their entire meet entries lineup to the scorer's table prior to the start of the meet, and one (1) copy from each team to the starter. Any change in this roster must be made to the scorer prior to the event for the change to be effective for scoring. Relay Swim-up: Any swimmer may be upgraded one (1) age group for relays as long as they do not exceed the maximum entries rule. Teams may enter one or more relays per event, but only one relay per team may score regardless of lane assignment or heat entered. Place will be determined by time (see scoring rules). Males and females cannot swim together on any official relay team.

103.3 Extra heats: Heats added onto the official list of events will be allowed under the following conditions to keep meets within a reasonable time frame. The maximum number of extra heats permitted in a dual or triangular meet shall be fifteen (15) unless both coaches agree to additional heats. If the number of proposed extra heats exceeds fifteen (15) and if one coach does not agree to go beyond fifteen (15) extra heats, then the number of extra heats will automatically be held to fifteen (15). The sum of the extra heats proposed by both teams will be divided equitably between both teams in such a way as to give equal opportunity to swimmers in each team. Coaches should confer in advance of the meet to agree on the number of extra heats. Coaches must present an accurate copy of the score sheet designating extra heats and non-scoring swimmers to the scoring table and to the starter, to notify the officials and recorders of extra heats and non-scoring swimmers.

103.4 Non-Scoring Swimmers: Non-scoring swimmers may swim in any empty lane and must be noted on the recorder slip as "non-scoring swimmers". Coaches must notify officials if non-scoring swimmers are swimming any stroke other than the current event stroke.

103.5 Lane assignments:

Home Team = Odd lanes Visitor = Even lanes

The following use of lanes shall apply to all dual meets.

Home teams use odd and Visitors use even lanes

4-lane pool: 4 lanes official, 2 for each team.

5-lane pool: 4 lanes official, 2 for each team. 1 non-scoring swimmers lane, on which home team gets priority.

6-lane pool: 6 official lanes, 3 for each team.

7-lane pool: 6 official lanes, 3 for each team. 1 non-scoring swimmers lane, on which home team gets priority.

8-lane pool: 8 official lanes, 4 for each team.

103.6 In Water Relay Starts - All Pools: All second and fourth leg relay swimmers ages 6 & under, 7-8, and 9-10 swimmers will start in the water.

- In the water Relay swimmers may enter the water when the incoming swimmer passes the starting end flags.
- In the water Relay swimmers may reposition themselves but must have one hand touching the wall at the time the incoming swimmer touches the wall. If the

swimmer leaves the wall without touching they can retouch with the hand and continue swimming, as long as the touch is observed.

103.7 Warm-ups: The home team warms up first. The second warm-up time is given to the team that has to travel. At tri-meets, the team that travels the farthest gets the last warm-up slot.

103.8 Meet Start Time: Meets will start at 6 pm.

103.9 Meet Break: It is an option to have a ten-minute break between the freestyle and IM events.

103.10 Swimwear: The swimsuits worn for competition must be non-transparent and conform to the current concept of the appropriate. The Meet Referee shall have the authority to bar offenders from competition, until they comply with this rule.

103.11 Scoring

1. Dual meets: Relays 5-2 Individual events 5-3-1

2. Tri-meets: Relays 8-4, all other events 6-4-3-2-1

3. Individual event: 1st, 2nd, and 3rd place score 5, 3, and 1 points respectively. If Team A wins 1st, 2nd, and 3rd place, they are awarded 5 and 3 points only. If Team B had a swimmer finishing in any other place, Team B is awarded the 3rd place 1 point. If Team B does not have a swimmer, the 3rd place 1 point is not awarded at all.

4. Relay: 1st and 2nd place score 5 and 2 points respectively. If Team A wins 1st and 2nd place, they are awarded 5 points only. If Team B had a relay finishing in any other place, Team B is awarded the 2nd place 2 points. If Team B does not have a relay, the 2nd place 2 points are not awarded at all.

5. Ties Individual events:

1. 1st place tie - Team A and Team B split the total points for 1st and 2nd place - so each get 4 points a piece. The 3rd place point is awarded to the next swimmer.

2. 2nd place tie - Team A and Team B split the total points for 2nd and 3rd place so each get 2 points.

3. 3rd place tie - Each team splits the 1 point and is awarded $\frac{1}{2}$ point.

6. Ties Relay Events:

1st Place tie: Team A and Team B split the points for 1st and 2nd place - so each get 3.5 points a piece.

7. Scoring Sheet:

Teams are now required to run meets electronically so the paper score sheets are no longer being used. The score will be a running score on the run screen on the Meet Manager program.

103.12 Awards: Ribbons will be given out for dual and triangular meets. The home team will supply ribbons for first, second, and third place in

individual events, and first and second place for relays. Any and all other ribbons, e.g. fourth place, heat ribbons, and third place relay ribbons are optional.

103.13 Alcohol: No Alcohol may be sold or consumed at any DSA meet.

103.14 No Smoking No smoking indoors or outdoors shall be permitted in any area designated for swimmers.

104 Facilities / Equipment

104.1 Pool Limits: Teams with multiple pools must designate which pool is the seasons "meet" pool.

104.2 Backstroke Flags: All pools will provide backstroke flags. Yard pool flags will be five yards (15ft) from the ends of the pool and meter pools will be five meters (16ft 5 in) from the end of the pool. All flags must be six to eight inches wide at the top and twelve to eighteen inches in vertical length. Every lane must have at least two or more pendants.

104.3 Starting Platforms: If starting platforms are in use they shall be between 1 foot eight inches and two foot six inches above the surface of the water. The front edge shall be flush with the face of the end walls. The top surface shall be no less than one foot eight inches square with no more than a 10 degree slope toward the water and must be covered with non-slip material.

104.4 Meet Timing Options:

1. Touch Pads Automatic primary timing with semi-manual (buttons) or manual (watches) back up timing (minimum of two).

- When times are recorded on a properly functioning electronic timing system, the pad time shall be the official time.

- In the event of a malfunction of the primary system (failure or a time difference of 30 hundredths or greater between the primary system and the back up systems), an adjustment may be necessary.

- The back up times (from watches or buttons) will be utilized to determine and record an official time. If two back ups are used, the average of the two will be used. If three back ups are used, the intermediate time (middle) time will be utilized.

- The meet referee will ensure that adjusted times place swimmers in the proper order of finish as seen/recorded by the False Start / Sweep Official.

2. Buttons / Watches: Two Semi-manual or manual times. It is required that the average of the two watch times be calculated and that time will be recorded as the official time. Adjustments may be required to ensure consistency with the order of finish.

3. Buttons / Watches: Three semi-manual or manual times. The intermediate time will be utilized and recorded as the official time. In the event that two of the

three times are identical, that will be recorded as the official time.

104.5 Pool Depth All pools must be at least 3 feet at the shallow end, depth **measurements will be made 2 feet out from any walls with the measuring device held vertically. If a pools depth is in question the meet referee will measure the water depth. Pools not meeting this depth at the start of the meet is cause to stop the meet or cancel if the depth is not correctable in time to start the meet. Cancellation requires notification of the board per Section 107.1 and are subject to Cancellation Fines Section 107.2.** In addition, in water starts must be used whenever pool depth is less than 5 feet. Starting blocks may be used when pool depth is at least 5 feet underneath the blocks.

105 Officials / Meet Workers:

105.1 Officials: In order to participate in the Delmarva Swim Association (DSA) League, each team must have no less than (3) three current DSA trained officials.

105.2 Training: In order to officiate as a starter, referee, or a stroke and turn official at a DSA sanctioned meet, officials must attend a DSA sponsored training session at least once every two years. A DSA patch of any color shall be displayed by every official. The list of trained officials will be maintained on the webpage under the Officials Button. All officials shall report for duty in sober condition.

105.3 Required officials and duties for dual meets: All meets require at least 4 four officials to run a meet, A Meet Referee/starter, A false start sweep judge, two stroke and turn judges. It is preferable to have more officials if possible.

1. Meet Referee / Starter: The meet referee has complete and final authority over the dual meet including sweeps, disqualifications and all the officials. This person is usually supplied by the home team should be the most experienced person at the meet. The Meet Referee may also be the Starter, and a Stroke and Turn Official. The starter announces the event and calls swimmers to the blocks to swim their events.

A. Equipment - Loudspeaker start system and an electronic strobe signal is the preferred starting device. A .22 caliber-starting pistol may be used.

B. Preparation - The Starter shall stand within ten feet of the starting end of the pool and upon the ready signal from False Start /Sweep Official , shall assume control of swimmers until a fair start has been achieved.

On the Starter's command "take your mark", the swimmers shall immediately assume their starting position, in the forward start, with at least one foot at the front of the block. When all swimmers are stationary, the starter shall give the starting signal. When a swimmer does not respond promptly to the command "take your mark", the Starter shall immediately release all swimmers with the command "Stand Up" upon which the swimmers may stand up or step off the blocks.

C. False Starts

- i. Any swimmer starting before the starting signal is given shall be disqualified if the False Start /Sweep Official independently observes and confirms Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "Stand up" command and will step off the blocks if instructed to do so. The Starter shall restart the race upon signal by the False Start /Sweep Official.
- ii. **No Recall Start:** If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the False Start /Sweep Official independently observes and confirms the Starter's observation that a violation occurred, the swimmer or swimmers who have false started shall be notified of the disqualification upon completion of the race.
- iii. If the recall signal is activated inadvertently, no swimmer shall be charged with a false start and the Starter shall restart the race upon signal by the False Start /Sweep Judge.

2. False Start /Sweep Official - Usually supplied by visitor - This Official will announce the pool is clear and that all timers, officials and stroke judges are ready and in place for the start. Additionally the Official will observe the start of all races for swimmers false starting. If the official observes a false start the Official will confirm with the Starter as to which lane false started. If this dual confirmation is not possible, no false start shall be charged. Finally the False Start /Sweep Official shall record sweeps for each race. A sweep recording page is available on the web page under League Forms - Sweeps. The Meet Referee may use sweeps only to resolve disputes that are presented by a scorekeeper.

3. Two (2) Stroke / Turn Officials

Stroke and turn official watch swimmers in individual and relay races and make the determination if the were swum legally based on the current year USA Swimming rules specified in this document starting under section 109.

A. A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. If you are assigned to lanes 1, 2, and 3 you can not disqualify a swimmer in lane 4. Only the official assigned to lanes 4, 5, and 6 who saw the infraction can cite the disqualification.

B. Upon observing an infraction, the stroke and turn official shall immediately raise one hand overhead. If the official does not do so, there shall be no disqualification.

C. Stroke and turn officials should be ideally spaced two on each end of the pool. Each official should cover half of the lanes. In the case of an L-shaped pool a third official is suggested to be placed at the end of the pool as a turn official and the other official to cover the start of the race to the end of the L so the official does not have to walk around the L for every swim.

D. For dual meets, relay take offs do not require dual confirmation, but the official must watch the feet of the swimmer on the block to make sure that when the feet leave the block that the swimmer in the water has touched the wall. Again officials can only call for disqualifications in the lanes they have jurisdiction over.

105.4 Disqualification's

1. Stroke / Relay Disqualifications (DQ): The Meet Referee will validate all disqualifications. The stroke and turn official should notify the swimmer and must notify lane clerk of any disqualifications prior to swimming any other events. DQ slips must be completed with the detailed reason for each DQ and attached to the corresponding lane slip. Dq slips must be completely filled in with name and heat and lane information or the dq will not be valid.

DQ slips will be given to the team's coaches at the conclusion of the meet.

2. Non Stroke Disqualifications:

A. Deliberate Delay or Misconduct

Any swimmer, who delays the start by entering water or by willfully or deliberately disobeying a command to step on the blocks or to take a starting position, or for any other misconduct taking place at the start, may be disqualified from the event by the Starter with concurrence of the Meet Referee. The Meet Referee shall disqualify a swimmer who fails to appear at the starting platform ready to swim in time for the initial start of his/her heat. Such disqualifications shall not be charged as a false start.

B. 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.

C. A swimmer must start and finish the race in the same lane.

D. 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.

E. Obstructing another swimmer by swimming across or otherwise interfering shall disqualify the offender, subject to the discretion of the Meet Referee. 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.

F. Should a foul endanger the chance of success of a swimmer(s), the Meet Referee may allow the affected competitor(s) to re-swim the event. In case of collusion to foul another swimmer, the Meet Referee may, at his/her discretion, disqualify the swimmer for whose aid the foul was committed, as well as the swimmer doing the fouling.

G. 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.

H. Grasping lane dividers to assist forward motion is not permitted.

I. 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.

J. 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.

K. Sample DQ slip

Disqualification

Event # ___ Heat # ___ Lane # ___

Swimmer Name _____

Stroke: Fr Rel ___ Fly ___ Back ___
Breast ___ Free ___ IM ___ MR ___

Start ___ Stroke ___ Kick ___
Turn ___ Finish ___

Infraction:

105.5 Additional Required Meet Workers (does not require DSA training):

1. **Scorekeepers - Two (2)** one from each team keeps simultaneous score for each team. See the sample score sheet for example of how to report the times and points properly.

2. **Timers:**

a. **Three Timers (3) / lane** - home team provides one (1) timer in each home (odd) lane and two (2) in each visitor (even) lane and the visitor provides two (2) timers in each (odd) home lane and one (1) in each of its visitor (even) lanes.

b. **Two Timers (2) / lane** - home team provides one (1) timer in each home (odd) lane and one (1) in each visitor (even) lane and the visitor provides one (1) timer in each (odd) home lane and one (1) in each of its visitor (even) lanes. **The use of just (2) two watches, requires that all times must be averaged.**

3. Timers will start stopwatches on the starting signal preferably on the strobe light and stop their watches when any part of a swimmer touches any part of the finish end of the pool. When automatic timing is used timers will use watches as backup to the timing and

may also press a plunger on the finish as additional back up times. Timers in need of backup should raise their hand to get the backup timers attention.

Backup Timer - There should be at least one backup timer in the event a watch malfunctions or to relieve a timer.

3. Recorders: One (1) / lane - (may be a timer) Each team records its own lane - recording boy or girl, event number, age, event name, distance, team name, swimmers' names, lane, and times from all watches. It is critical to get all the information or a swimmer may not get credit for a time or place. Home team shall furnish lane slips, clipboards, and pencils.

B. Sample recorder sheet example of a properly filled in slip. Note the place is not filled in as the scoring table will fill that in.

Delmarva Swim League Race Recorder Sheets									
Team Name RAYS									
Girls	Boys		Exhibition Swim (x)						
Event #	75		Heat	1	2	3	4		
Lane #	1	2	3	4	5	6	7	8	
Age	6-U	7-8	9-10	11-12	13-14	15-18			
Distance	25		50	100	200	Medley Relay			
Event	Fly	Back	Breast	Free	IM	Free Relay			
Swimmer	ERIN SMITH								
Relay 2 Swimmer	JULIE SMITH								
Relay 3 Swimmer	AMY SMITH								
Relay 4 Swimmer	KATIE SMITH								
Place	3 RD								
Time 1	2 04 01 → LOW								
Time 2	2 04 10 → HIGH								
Time 3	2 04 04 → OFFICIAL TIME								

Delmarva Swim League Race Recorder Sheets									
Team Name SHARKS									
Girls	Boys		Exhibition Swim (x)						
Event #	32		Heat	1	2	3	4		
Lane #	1	2	3	4	5	6	7	8	
Age	6-U	7-8	9-10	11-12	13-14	15-18			
Distance	25		50	100	200	Medley Relay			
Event	Fly	Back	Breast	Free	IM	Free Relay			
Swimmer	BILL SMITH								
Relay 2 Swimmer									
Relay 3 Swimmer									
Relay 4 Swimmer									
Place	2 ND								
Time 1	30 00 → OFFICIAL TIME								
Time 2	30 05 → HIGH								
Time 3	29 95 → LOW								

4. One (1) Runner - run the completed recorder slips to the scoring table after each event.

5. One (1) Recorder Slip Sorter - sort the recorder slips by event and by ascending time. Order of finish will be determined by time. Time will be determined by taking the median of the three times recorded. The fastest and slowest times are thrown out and the middle time is used. In very close races the median time may change the swimmers

place and the sweep of that heat may help to ensure swimmers are properly placed, If two watches agree then that time is used. If only two watch times are available then average the two times for the official time. Write overall place on slip.

6. Ribbon Writer - One from each team to write ribbons after the scorer has completed each event. The lane slips sorted by team are passed to the ribbon writers for the respective teams.

105.6 Officials Meeting / Running a Meet:

Instructions for running a meet with Meet Manager is located at the end of the document.

- Home team warms up first usually at 5:15 p.m. - 5:35 p.m. depending on team size.
- Home team must be out of the pool in time for the traveling team to have a complete warm-up.
- Warm up - swimmers enter pool, feet first only - swim circle pattern only.
- Sprint lanes for starts - swimmers must exit the pool at the other end, not swim back. A coach must supervise swimmers during warm-ups and sprints.
- Officials and other workers should be recruited during warm-up.
- Officials, timers, recorders pre-meet meeting at 5:50 p.m.
- Set job duties / locations for stroke and turn judges, give timers instructions.
- Timers - start watches on starter strobe light not the sound. Stop your watches when any part of the swimmer's body touches the wall. Do a test start and stop with timers to make sure they are all in the right mode and working. Note who is backup timer.
- Recorders have enough slips and pencils. Recorders must fill out slips completely for the information to be read correctly at the scoring table. If the meet is running too fast, be sure to raise your hand to let recorders catch up.
- Officials be sure to raise your hand for a DQ so the other officials and starter know to hold the meet up until all officials are back in place. Be sure to fill out DQ slips so the coaches know what infraction the swimmer broke. Be specific as to the exact infraction of the DQ.
- Recall starter should blow whistle or signal that the heat can begin: , all timers and officials should be in place and ready.
- 6:00 p.m. start meet.

1. Neutrality: It is requested that all meet officials remain neutral and not show encouragement for any swimmers. Timers and recorders may cheer etc. for swimmers.

105.7 Penalties for insufficient # of officials: Failure of either team to provide the properly trained DSA officials and additional workers as specified above will be sanctioned in the amount of \$50.00 per meet. The fine will be paid to the League prior to Championships, or the team fined will not be able to participate in League Championships. The League will keep \$10.00 as a processing fee and will reimburse the remainder of the fine to the

opposing team. It is to be understood that small teams traveling may need help with officials and other meet workers.

106 Dual Meet Events:

106.1 Standard Events: For dual and triangular meets the official list of events will be used. This event list can be changed, but only by the prior mutual agreement of all coaches involved.

DSA Dual Meet Event List							
#	G/B	Age	Event	#	G/B	Age	Event
1	Girls	6 & Un	100 Free Relay	39	Girls	9 - 10	25 Breaststroke
2	Boys	6 & Un	100 Free Relay	40	Boys	9 - 10	25 Breaststroke
3	Girls	7 - 8	100 Free Relay	41	Girls	11 - 12	50 Breaststroke
4	Boys	7 - 8	100 Free Relay	42	Boys	11 - 12	50 Breaststroke
5	Girls	9 - 10	100 Free Relay	43	Girls	13 - 14	50 Breaststroke
6	Boys	9 - 10	100 Free Relay	44	Boys	13 - 14	50 Breaststroke
7	Girls	11 - 12	200 Free Relay	45	Girls	15 - 18	50 Breaststroke
8	Boys	11 - 12	200 Free Relay	46	Boys	15 - 18	50 Breaststroke
9	Girls	13 - 14	200 Free Relay				
10	Boys	13 - 14	200 Free Relay	47	Girls	6 & Un	25 Freestyle
11	Girls	15 - 18	200 Free Relay	48	Boys	6 & Un	25 Freestyle
12	Boys	15 - 18	200 Free Relay	49	Girls	7 - 8	25 Freestyle
				50	Boys	7 - 8	25 Freestyle
13	Girls	7 - 8	25 Butterfly	51	Girls	9 - 10	25 Freestyle
14	Boys	7 - 8	25 Butterfly	52	Boys	9 - 10	25 Freestyle
15	Girls	9 - 10	25 Butterfly	53	Girls	11 - 12	50 Freestyle
16	Boys	9 - 10	25 Butterfly	54	Boys	11 - 12	50 Freestyle
17	Girls	11 - 12	50 Butterfly	55	Girls	13 - 14	50 Freestyle
18	Boys	11 - 12	50 Butterfly	56	Boys	13 - 14	50 Freestyle
19	Girls	13 - 14	50 Butterfly	57	Girls	15 - 18	50 Freestyle
20	Boys	13 - 14	50 Butterfly	58	Boys	15 - 18	50 Freestyle
21	Girls	15 - 18	50 Butterfly				
22	Boys	15 - 18	50 Butterfly	59	Girls	9 - 10	100 I. M.
				60	Boys	9 - 10	100 I. M.
23	Girls	6 & Un	25 Backstroke	61	Girls	11 - 12	100 I. M.
24	Boys	6 & Un	25 Backstroke	62	Boys	11 - 12	100 I. M.
25	Girls	7 - 8	25 Backstroke	63	Girls	13 - 14	100 I. M.
26	Boys	7 - 8	25 Backstroke	64	Boys	13 - 14	100 I. M.
27	Girls	9 - 10	25 Backstroke	65	Girls	15 - 18	100 I. M.
28	Boys	9 - 10	25 Backstroke	66	Boys	15 - 18	100 I. M.
29	Girls	11 - 12	50 Backstroke				
30	Boys	11 - 12	50 Backstroke	67	Girls	7 - 8	100 Medley Relay
31	Girls	13 - 14	50 Backstroke	68	Boys	7 - 8	100 Medley Relay
32	Boys	13 - 14	50 Backstroke	69	Girls	9 - 10	100 Medley Relay
33	Girls	15 - 18	50 Backstroke	70	Boys	9 - 10	100 Medley Relay
34	Boys	15 - 18	50 Backstroke	71	Girls	11 - 12	200 Medley Relay

				72	Boys	11 -12	200 Medley Relay
35	Girls	6 & Un	25 Breaststroke	73	Girls	13 - 14	200 Medley Relay
36	Boys	6 & Un	25 Breaststroke	74	Boys	13 - 14	200 Medley Relay
37	Girls	7 - 8	25 Breaststroke	75	Girls	15 - 18	200 Medley Relay
38	Boys	7 - 8	25 Breaststroke	76	Boys	15 - 18	200 Medley Relay

Order of Strokes

Individual Medley: Fly, Bk, Br, Fr

Medley Relay: Bk, Br, Fly, Fr

107 Change of program and postponement:

107.1 Cancellations: Cancellations are to occur only under extreme circumstances, and only if Executive Board authorized it ahead. **Pool water depth cancelations require Executive board notification.** Lightning and pool breakdown during a meet are the only two reasons to cancel a meet without prior Executive Board approval. Cancellations will be made as early as possible and must be made person to person. Care should be taken to notify traveling teams before their departure. The team canceling the meet is responsible to notify person to person the Executive Board Chairperson, or Vice-Chairperson, if the former is unavailable by the next business day if a meet does not go to a finish for any reason. Cancellations will not count for the record, times count.

107.2 Unauthorized cancellations: The Executive Board will impose a fine of \$100.00 for every meet a team cancels. The League will retain, for each violation, \$25 as a processing fee, and remit \$75.00 to the team whose meet was cancelled.

107.3 Curtailment: No meet may run past 9:15 p.m. A fine of \$ 25.00 will be imposed on both teams for meets running past 9:15 p.m. Only the meet referee, in consultation with both coaches in accordance with owner policies of the home pool, will do curtailment of a meet. The Meet Referee must notify the Executive Board person to person of any extenuating circumstances that resulted in the meet running past 9:15 p.m. Only meets, which have concluded the freestyle events will be counted as being official and the score for such curtailed meets, shall be the score at the end of the freestyle events. Curtailed meets which have not concluded the freestyle events should be scheduled for finish at a mutually convenient time and place, with the meet continuing from that point in the schedule of events where the first meet stopped. If the coaches cannot agree upon a time and place for the continuing of a meet curtailed before the end of the freestyle events, then the meet is canceled. Times swum in events of a curtailed meet will count for qualification in championships, and all swimmers reporting for the meet, if officially begun and not completed, are considered "in a meet" for purposes of the Championship qualification rule 109.2

107.4 Appeals: A protest against another team must be submitted in writing to the League Chairperson and must be accompanied by a \$50.00 payment payable to the Delmarva Swim Association. The team's coach must initiate the protest and it must be hand delivered or postmarked if mailed by the first working day following the protested event. The Chairperson shall certify on it, the date and time received, which must be within 72 hours of the protested event. The Executive Board reserves the right not to

act on a protest, and, in that case, the \$50.00 payment will be returned. Simple majority of the Executive Board members present when the protest is reviewed will act on all protests. Both parties to the protest are entitled to be present to discuss the protest prior to an Executive Board vote, so both teams involved will be notified of the review date by the Executive Board. Any Executive Board member involved in the protest will not vote on the matter. y The Executive Board will provide guidelines for the processing of protests as necessary.

108 The League Championships:

These rules override all information in the Championship meet information distributed by the host team.

108.1 Eligibility: All swimmers entered must have competed in at least two (2) dual or triangular meets that season in order to compete in the Championships. These meets must have been included on the official schedule, or have been make-up sessions in which both teams were originally scheduled to participate.

108.2 Individual Entry Limits: All swimmers must swim in their own age group for all individual events based on the May 31 age up date.

108.3 Relays:

1. Every DSA team is entitled to one relay team per age group. Swimmers must still meet the two meet qualifying rule even if they did not make a qualifying time for individuals at champs. Alternate relay swimmers must be designated on your entries and must not exceed the total number of entries rule (109.3).

2. Relay Swim-up: Any swimmer may be upgraded one (1) age group for relays as long as they do not exceed the maximum entries rule.

108.4 Qualifying Times: All swimmers in individual events must have met the Championship qualifying times during that year's season at official League meets. This shall include any DSA approved Invitational, except that no "split" times shall be submitted. Times established in time trials or non-league meets shall not be submitted. Qualifying times shall be set by the Executive Board. There will be no unofficial swimmers.

108.5 Qualifying Times: Table 2008

Event #	Event	YARDS	METERS
9	9 - 10 Girls 100IM	1.40.00	1.51.00
10	9 - 10 Boys 25 100 IM	1.44.00	1.55.44
11	7 - 8 Girls 25 Fly	25.00	27.75
12	7 - 8 Boys 25 Fly	28.22	31.32
13	9 - 10 Girls 25 Fly	19.10	21.20
14	9 - 10 Boys 25 Fly	21.90	24.31
15	7 - 8 Girls 25 Back	25.00	27.75
16	7 - 8 Boys 25 Back	27.00	29.97
17	9 - 10 Girls 25 Back	20.90	23.20
18	9 - 10 Boys 25 Back	23.31	25.87
19	7 - 8 Girls 25 Breast	28.50	31.64
20	7 - 8 Boys 25 Breast	29.30	32.52
21	9 - 10 Girls 25 Breast	22.60	25.09
22	9 - 10 Boys 25 Breast	24.00	26.64

23	7 - 8 Girls 25 Free	20.32	22.56
24	7 - 8 Boys 25 Free	21.37	23.72
25	9 - 10 Girls 25 Free	16.60	18.43
26	9 - 10 Boys 25 Free	17.80	19.76
39	11 - 12 Girls 50 Fly	39.74	44.11
40	11 - 12 Boys 50 Fly	40.74	45.22
41	13 - 14 Girls 50 Fly	36.94	41.00
42	13 - 14 Boys 50 Fly	36.00	39.96
43	15 - 18 Girls 50 Fly	33.58	37.27
44	15 - 18 Boys 50 Fly	31.00	34.41
45	11 - 12 Girls 50 Back	39.90	44.29
46	11 - 12 Boys 50 Back	42.54	47.22
47	13 - 14 Girls 50 Back	38.50	42.74
48	13 - 14 Boys 50 Back	38.75	43.01
49	15 - 18 Girls 50 Back	37.50	41.63
50	15 - 18 Boys 50 Back	36.00	39.96
51	11 - 12 Girls 50 Breast	43.25	48.01
52	11 - 12 Boys 50 Breast	46.24	51.33
53	13 - 14 Girls 50 Breast	42.39	47.05
54	13 - 14 Boys 50 Breast	40.50	44.96
55	15 - 18 Girls 50 Breast	39.00	43.29
56	15 - 18 Boys 50 Breast	36.50	40.52
57	11 - 12 Girls 50 Free	33.24	36.90
58	11 - 12 Boys 50 Free	34.00	37.74
59	13 - 14 Girls 50 Free	31.50	34.97
60	13 - 14 Boys 50 Free	30.63	34.00
61	15 - 18 Girls 50 Free	29.89	33.18
62	15 - 18 Boys 50 Free	26.50	29.42
63	11 - 12 Girls 100 IM	1.26.69	1.36.23
64	11 - 12 Boys 100 IM	1.27.69	1.37.34
65	13 - 14 Girls 100 IM	1.22.09	1.31.12
66	13 - 14 Boys 100 IM	1.20.28	1.29.11
67	15 - 18 Girls 100 IM	1.19.37	1.28.10
68	15 - 18 Boys 100 IM	1.13.08	1.21.12

108.5 Maximum Entries: Swimmers may swim in a maximum of 4 events in one of the following combinations ONLY:

- | | |
|----------------------------------|---------------------------|
| 3 individual events and 1 relay | 2 relays only |
| 3 individual events only | 1 relay only |
| 2 individual events and 2 relays | 1 individual and 2 relays |
| 2 individuals and 1 relay | 1 individual and 1 relay |
| 2 individual events only | 1 individual event only |

108.7 DSA Champ Event List:

AM Session

- Girls 8 & Under 100 Freestyle Relay
- Boys 8 & Under 100 Freestyle Relay
- Girls 9 - 10 100 Freestyle Relay

- Boys 9 -10 100 Freestyle Relay
- 10 Minute Break**
- Girls 8 & Under 100 Medley Relay
- Boys 8 & Under 100 Medley Relay

7 Girls 9 - 10 100 Medley Relay

8 Boys 9 - 10 100 Medley Relay

10 Minute Break

9 Girls 9 - 10 100 IM

10 Boys 9 - 10 100 IM

11 Girls 8 & Under 25 Butterfly

12 Boys 8 & Under 25 Butterfly

13 Girls 9 - 10 25 Butterfly

14 Boys 9 - 10 25 Butterfly

15 Girls 8 & Under 25 Backstroke

16 Boys 8 & Under 25 Backstroke

17 Girls 9 - 10 25 Backstroke

18 Boys 9 - 10 25 Backstroke

19 Girls 8 & Under 25 Breaststroke

20 Boys 8 & Under 25 Breaststroke

21 Girls 9 - 10 25 Breaststroke

22 Boys 9 - 10 25 Breaststroke

23 Girls 8 & Under 25 Freestyle

24 Boys 8 & Under 25 Freestyle

25 Girls 9 - 10 25 Freestyle

26 Boys 9 - 10 25 Freestyle

PM Session

27 Girls 11 - 12 200 Freestyle Relay

28 Boys 11 - 12 200 Freestyle Relay

29 Girls 13 -14 200 Freestyle Relay

30 Boys 13 - 14 200 Freestyle Relay

31 Girls 15 - 18 200 Freestyle Relay

32 Boys 15 - 18 200 Freestyle Relay

10 Minute Break

33 Girls 11 - 12 200 Medley Relay

34 Boys 11 - 12 200 Medley Relay

35 Girls 13 -14 200 Medley Relay

36 Boys 13 - 14 200 Medley Relay

37 Girls 15-18 200 Medley Relay

38 Boys 15-18 200 Medley Relay

10 Minute Break

39 Girls 11 - 12 50 Butterfly

40 Boys 11 - 12 50 Butterfly

41 Girls 13 - 14 50 Butterfly

42 Boys 13 - 14 50 Butterfly

43 Girls 15 - 18 50 Butterfly

44 Boys 15 - 18 50 Butterfly

45 Girls 11 -12 50 Backstroke

46 Boys 11 - 12 50 Backstroke

47 Girls 13 - 14 50 Backstroke

48 Boys 13 - 14 50 Backstroke

49 Girls 15 - 18 50 Backstroke

50 Boys 15 - 18 50 Backstroke

51 Girls 11 - 12 50 Breaststroke

52 Boys 11 - 12 50 Breaststroke

53 Girls 13 - 14 50 Breaststroke

54 Boys 13 - 14 50 Breaststroke

55 Girls 15 - 18 50 Breaststroke

56 Boys 15 - 18 50 Breaststroke

57 Girls 11 - 12 50 Freestyle

58 Boys 11 - 12 50 Freestyle

59 Girls 13 -14 50 Freestyle

60 Boys 13 -14 50 Freestyle

61 Girls 15 - 18 50 Freestyle

62 Boys 15 - 18 50 Freestyle

63 Girls 11 - 12 100 IM

64 Boys 11 - 12 100 IM

65 Girls 13 - 14 100 IM

66 Boys 13 -14 100 IM

67 Girls 15 - 18 100 IM

68 Boys 15 - 18 100 IM

108.8 Entries:

1. All Champs entries must be received by the Meet Entries Director by 8:00p.m. Saturday the week before Champs. Entries must be submitted using Hytek Team Manager via email as an attached file, or by mail using a 3.5 disk. Entries not on a disk or email file will not be entered in the meet.

2. All entries must include:

A. Hytek report of entries by swimmer including relay entries with alternates

B. Hytek report of the meet fees

C. A single check payable to "DSA"

3. Entry reports: must be received by the Meet Entries Director by 5 p.m.

Tuesday prior to Champs. All packages sent that require a delivery signature must complete the 'Waiver of Signature' or the delivering agent will not leave

the package.

4. **Championship entry fees:** All fees are to be sent directly to the League Treasurer by 5 P. M. Tuesday prior to Champs. See the meet notice for current address.
5. **HYTEK Team Manager-** It is required that all teams buy the HYTEK Team Manager program (approx \$75). Team Manager may be purchased through <http://www.hytekLtd.com/>. Ask for the DSA discounted price - 25 %, All entries made must include swimmer's first and last name, date of birth, age as of May 31, team and events being swum. Downloadable event files for Champs will also be available on the DSA web page.
6. **Event Fees:** A per-event entry fee will be charged for a swimmer entered in individual and relay events in the Championships. The Executive Board will determine the amount annually.
7. **Penalties:** Any team that has not paid its League Dues, fines, Championship entry fees, or has outstanding sanctioned Invitational fees for the current year shall not participate in the League Championships. Swimmers, even if they are seeded in Champs, will not swim if any outstanding fees are unpaid.

108.9 Scoring:

1. **Individual:** 16, 13, 12, 11, 10, 9, 7, 5, 4, 3, 2, 1
2. **Relays:** 32, 26, 24, 22, 20, 18, 14, 10, 8, 6, 4, 2

108.10 Stroke Rules: The meet will be officiated using USA Swimming rules from section 109 of this document.

108.11 False Starts:

1. Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "Stand up" command and will step off the blocks if instructed to do so. The Starter shall restart the race upon signal by the Referee.
2. **No Recall Start:** If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the Referee independently observes and confirms the Starter's observation that a violation occurred, the swimmer or swimmers who have false started shall be notified of the disqualification upon completion of the race.
3. If the recall signal is activated inadvertently, no swimmer shall be charged with a false start and the Starter shall restart the race upon signal by the Referee.
4. Any swimmer who delays the start by entering water or by willfully or deliberately disobeying a command to step on the blocks or to take a starting

position, or for any other misconduct taking place at the start, may be disqualified from the event by the Starter with concurrence of the Referee.

5. The Referee shall disqualify a swimmer who fails to appear at the starting platform ready to swim in time for the initial start of his/her heat. Such disqualifications shall not be charged as a false start.

108.12 Violation Penalties: Any team that willfully violates the meet rules at the Championships shall be penalized the maximum number of points (i.e. first place points), which could be awarded in the event in which the infraction occurred. Relays entered with ineligible swimmers will be disqualified during or after the meet.

108.13 Plaques / Trophies / Medals / Ribbons: Plaques shall be presented to the teams finishing first through third in each of three divisions, to be determined annually, immediately following the conclusion of the meet. High point team age group trophies for boys and girls are also awarded. Prior year champs and old trophies are on the web page. Individual medals are awarded for first thru third and ribbons for fourth thru eighth in every division.

108.14 Results: Results of team ranking, team age group ranking and individual event results will be posted on the web page, www.delmarvaswim.org at the conclusion of the meet. A downloadable file of the meet results for Team Manager II will also be made available on the web page.

108.15 Records: Championship records will be maintained in yard format, and will be updated each year and posted on the web page.

109 Stroke and Turn Rules - scanned directly from the current year 2008

USA Swimming Rules and Regulations

101.1 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 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 back 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 each turn, a single downward butterfly kick followed by a breast-stroke 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 outwards during the propulsive part of the kick. A scissors, flutter or downward butterfly kick is not permitted except as provided herein. Breaking the surface of the water 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 the last complete or incomplete cycle preceding the touch.

101.2 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.

101.3 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.

101.4 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.

101.5 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..

101.6. 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 continuously 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 touch plate 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. All second and fourth leg relay swimmers ages 6 & under, 7-8, and 9-10 swimmers will start in the water.

- In the water Relay swimmers may enter the water when the incoming swimmer passes the starting end flags.
- In the water Relay swimmers may reposition themselves but must have one hand touching the wall at the time the incoming swimmer touches the wall. If the swimmer leaves the wall without touching they can retouch with the hand and continue swimming, as long as the touch is observed.

Meets Run under Hytek Meet Manager

- .1 Teams are highly encouraged to buy and use Hytek Meet Manager (MM) to run home meets.
- .2 Either team may offer to run the meet under MM but the home team has preference.
- .3 Both teams will exchange electronic entry files to assure the visitor that the host will not alter their entries after seeing the visitor entries. The host team will import both the opposing teams entry file and their own entry file. The host team may not make any changes to their lineup after they import the opposing teams file. Both teams may still make changes to the line up at the meet if the scoring table is notified prior to the event.
- .4 The host team is responsible for printing the meet program for all officials, starters, coaches etc at no charge. The host will also print the lane timer sheets from MM or supply DSA recorder slips.
- .5 Teams must download and use the blank MM meet from the website as it has been set up to correctly score. The meet location and pool type, number of lanes has to be edited.
- .6 The host will supply the visitor with meet results via disk file following the meet.
- .7 MM run meets also requires the host to print ribbon labels as the meet progresses and have them completed by the end of the meet.