

Starter/Referee If the home team has a PIAA official, that official is the Referee/Starter. If the home team has a certified US Swimming Official or NCAA certified Official then that official may be the Referee/Starter, unless a PIAA official from the visiting team wants to assume the duties of Referee/Starter. In any event, a certified official will take precedence over a league certified person as Referee/Starter.

The Referee/Starter should be dressed in white.

Duties of the Referee/Starter: Pre Meet: 1. Check the condition of the pool

2. Check to see the blocks are all securely fastened
3. Check to see that the lane lines are tight
4. Check to see that the skimmer openings in the swimming lanes are covered.
5. Check to see that the 15-meter distance is marked from each end of the pool.
6. If there are any questions about pool depth resolve before the start of the meet.
7. Check to see that the table has copies of the PIAA and league rules. Contact the League president after the meet to report any violations.
8. Verify that the meet lineups are at the scorer's table by 5:45 PM. After the meet, notify the league President of any team that did not comply by 5:45.
9. Make sure that each team has access to all lanes for ½ of the warm-up period and that the opposing team clears the deck area.
10. Check the starting system and recall device
11. Hold pre-meet meeting with timers, coaches scorers, stroke & turn judges and runners.

During the meet: 1. Start each race, ensuring a fair start.

2. Enforce the false start rules
3. Look for violations of the stroke, turn and finish rules.
4. Verify/sign off on DQ's by the Stroke & Turn Officials (this is a referee's option. The referee can waive this if working with experienced officials or if pool logistics make it impractical).
5. Check relay starts on the starting end of the pool.
6. Handle all questions/protests

7. If inclement weather threatens, the referee/starter may elect to hold the exhibition events at the end of the meet to try to get the meet completed that day.

After the meet: 1. Verify that both scorers agree on the score.

2. Sign both score sheets

3. Instruct scorers to take the DQ cards for their respective teams to give to the coach.

4. Contact the League president about any problems during the meet.

Starter/Referee's Instructions to the Timers 1. The responsibility of the timer is to time the race from the starting signal to the time any part of the swimmer's body touches the wall at the end of the race. Timers are not to worry about whether the finish was legal. Times are written on the card for that event. Write both decimal places even if the last place is a zero. (23.30 is NOT to be written 23.3). There are three timers on each lane. The official time is the middle time (the time between the fastest time and the slowest time). If two watches record the same time then that is the official time. If a timer's watch does not start or otherwise malfunctions and a backup time is not available then the two remaining watch times are averaged. **The digits representing the thousands place are dropped with NO rounding. Example: 23.33 and 23.42 average to 23.375. The 5 in the thousands place is dropped so the official time is 23.37.**

2. One timer in each lane is designated the head timer/recorder for that lane. All three watch times are to be recorded and the official time is to be circled.

3. Timers should start their watches for each event even if there is no swimmer in their lane in case a backup time is needed.

4. Timers should help with deck control by keeping swimmers away from the blocks until it is their turn to swim.

The Starter/Referee should conduct a test for all timers to ensure that all watches are working and record close to the same times.

The Starter/Referee Instructions to the Stroke & Turn Judges: 1. Tell the stroke & turn officials that their responsibility is to make sure that all stroke and turn rules are followed and to disqualify any swimmer who violates those rules. Notify the referee/starter if you see infractions occurring that are not being called by the responsible official. An inattentive official is unfair to both teams.

2. The swimmer is to be given the benefit of the doubt. If a stroke and turn judge is not absolutely sure of the infraction it is not to be called. This does not mean being lenient because of age or ability. Each stroke has rules and they need to be consistently enforced.

3. Point out to the stroke & turn officials that there are many ways to swim a stroke that are not pretty but are not necessarily illegal. Only true violations of the rules are to be called.

4. Instruct the stroke and turn officials that if they see a violation they are to immediately raise their hand except on a relay when the hand is not raised until the last swimmer on the offending team has entered the

water.

5. Instruct the stroke and turn officials to fill out a DQ card with the event number, the lane and the details of the violation. The stroke and turn official is to bring the DQ card to the Starter/Referee at the end of the race for the Starter/Referee to initial (unless waived by the Starter/Referee).
6. Instruct the stroke and turn officials where they are to be and what their lane responsibilities are (determined by the layout of each pool).

The Starter/Referee's Instructions to the Coaches: 1. The coaches are not to confront the stroke and turn officials about a DQ. These questions are to be directed to the Referee/Starter.

2. Review the procedure to change event entries after the meet has started with the coaches.
3. Inquire about any unusual starts or turns, hearing impaired swimmers etc.
4. Warn the coaches about deck control and to keep the swimmers quiet behind the blocks.
5. Remind the coaches to check for any jewelry that might pose a safety hazard to the swimmer.

Procedure for a coach to change the entries for an event after the meet has started: 1. The coach writes out a card with the following information:

- a. Swim team name
 - b. The event number and description for which the change is being made
 - c. The lane number and name of the swimmer being added or dropped.
2. The coach will take the card to the scorer's table and give it to the scorer for the opposing team.
 3. The scorer receiving the card will write the number of the event currently being swum and circle it.
 4. Both scorers will make the appropriate changes to the score sheets and the announcer's copy.
 5. The card is to be stapled to the home team's score sheet at the end of the meet.

Stroke & Turn Judges 1. The primary responsibility of a stroke and turn judge is to fairly enforce the stroke and turn rules for each event.

2. Always remember that the benefit of the doubt goes to the swimmer. If an official is not absolutely certain of the infraction it is not to be called. There are many ways to swim a stroke that while may not be pretty are still not illegal.
3. Before each meet each official should review the rules for each stroke.
4. If there is a stroke infraction raise your hand immediately (except on a relay where the hand is not to be

raised until the last swimmer on the offending team has entered the water). Fill out the DQ card with the event number, the lane and the details of the infraction. Take the card to the starter/referee as soon as the event is over (unless waived by the referee/starter). Remember, DQ cards are learning tools for coaches to instruct their swimmers on correct stroke technique.

5. It is legal to stand up on the freestyle stroke. Walking or pushing off the bottom is not permitted but it is ok to stand up and then resume swimming. The same is true of the back stroke provided that the back remains facing the end of the pool toward which the swimmer was swimming and the swimmers body does not pass vertical toward the breast.

6. On the freestyle leg of the medley relay or the freestyle leg of the individual medley NO stroke position on the back is permitted.

7. Swimmers are to be disqualified for stroke infractions during exhibition events the same as during the regular event.

8. STROKE RULES FROM 2001-2002 National Federation Rule Book:

SECTION 8.2 FORM OF INDIVIDUAL EVENTS ART. 1 ... The Backstroke:

(a) The backstroke start shall be used.

(b) 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) Any stroke is permitted.

(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 ... The 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 leg kick may be made while the swimmer is underwater. The head must break the water surface prior to the arms beginning the recovery part of the second arm stroke, which is the forward movement of the hands. Thereafter:

(1) 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 arm stroke 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 ... The 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 hand 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, 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, the head must have broken the surface of the water.

(d) 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:

(a) Begins with the forward start.

(b) 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.

(c) Competitors shall adhere during each quarter of the race to the position, stroke, kick and turn rules governing the stroke being swum.

NOTE: Turns at the end of the first three strokes are considered turns. The finish is the end of the final lap of the race. PENALTY FOR EVENT FORM VIOLATIONS: Swimmer is disqualified from the event.

SECTION 8.3 RELAY EVENTS ART. 1 ... The medley relay is swum by a team of four 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 four 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.

DUAL MEET RULES: The Suburban Swim League will abide by the National Federation Rules and Regulations with the following exceptions:

Swimmers and Divers Eligibility:

1. Age group eligibility will be based on a competitor's age as of May 31st. (Example: a competitor turning 11 on June 1st would be eligible to compete in the 10 and under age group that year.) A swimmer may compete through the summer season following the last year of high school.
2. A Swimmer or Diver participating in the Suburban Swim League from June 1st, until the Suburban Swim League Championship Meet, in any one Summer season, may only represent a single Suburban Swim League Team.. Swimmers and divers may not represent a team from any other similar Summer League, (example: ABE League, Allentown Inner-city League, Bethlehem Inner-city League, Bux-Mont, Norwin, etc.), during the same Summer season the Swimmer swims or dives for the Suburban League Team. Exception: A diver may dive for another Suburban team if his team does not offer a diving program.
3. All Swimmers must be members in good standing of their respective pools. Exception Ñ employees are ineligible to swim the first year of employment unless they were members or employees of the respective pool the previous year. Second year employees are eligible without membership.
4. Infraction of eligibility rules will result in forfeiture of individual event and relay event points earned by the individual or individuals found to have swum while being ineligible. Forfeited points will be awarded to the opposing team. A \$10.00 Penalty will be issued to the offending team.
5. Swim Team Rosters including (first and last names and date of birth Ñ month, day and year) must be sent to the President and each Team Coach before the first scheduled meet. Rosters must be postmarked three days before the first meet. All additions to the rosters must be sent to the President and each Team Coach before a swimmer or diver is eligible to compete and these must be postmarked 3 days before the meet. All rosters may be added to until the fourth scheduled meet date, then no further additions may be made. Failure to comply with any of the above will result in a \$10.00 Penalty.
6. Swimmers do not have to wear suits of the same color or pattern; however,, they must be decent
7. Coaches must advise swimmers about the appropriate body markings and jewelry safety issues.
7. The league will use the mathematically correct conversion factors to convert swim times from the various pool lengths of the league. The conversions will be:

25 yards to 25 meters	1.094
25 meters to 25 yards	0.9141
30 yards to 25 yards	0.8333
30 yards to 25 meters	0.9113
25 meters to 30 yards	1.0973
25 yards to 30 yards	1.2000

Swimming Events

1. The individual swimming events to be contested will be freestyle, butterfly, backstroke and breaststroke for all five age groups and individual medleys for the 12&under, 14&under and 15&over age groups and a free relay for the 8 & under age group. (See Event Sheet Attached)
2. A person may compete in four events, one of which must be a relay.
3. The order of events will be as follows: 8 & Under Free Relay, 15&over 50 Freestyle, Medley Relays, Breaststroke, Individual Medleys, Butterfly, Backstroke, remaining Freestyle, and Freestyle Relays.
4. In dual meets, Swimmers may move up any number of age groups to compete in individual events or on relays.
5. An Exhibition Swimmer must swim the stroke being swum in that event, unless both coaches agree on something else two events prior to the event. This will be a Coaches agreement. Exhibition heats may be swum as specified on the meet schedule and should be recorded on the Exhibition meet sheets.
6. False starts for swimmers will be as follows: Events for ages 8-10-12 will be allowed 1 fast false start. Events for ages 14&15 will be allowed No false starts. (Note: If a 10 year old swims in a 14&U event, the No false start rule will be in effect for that swimmer.)
7. Protests of rule infractions will be as follows:
 - a. Infractions of the rules must be brought verbally to the attention of the Meet Referee before the next event.
 - b. Protests not resolved by the Meet Referee must be submitted in writing by the team protesting to the President of the League. The President will call a special meeting of the teams involved and the Arbitration Board. The Arbitration Board shall pass final judgement of the protest. The protest must be postmarked no later than 48 hours following the meet. Two alternatives will be appointed to the Arbitration Board made up of the officers), if members of the Board are involved in the protest.
8. Only 2 swimmers/teams may score for each team in each relay and individual event.

Swim Teams & Coaches Responsibility:

1. Pools are to be available as follows:
 - a. Starting time for warm-ups is 5:00 p.m.
 - b. Starting time for meets is 6:00 p.m. (6:30 p.m. is the latest starting time at the Referee's discretion.)
 - c. If a meet has been started and then postponed due to inclement weather, the Head Coaches turn all Event Sheets over to the Referee, and plan a scratch meeting 10 minutes prior to the start of the rescheduled meet for changes. An entirely new line-up may be submitted from the point of the last event swum at the postponed meet, taking into account the number of events in which a swimmer may have already participated.
2. In dual meets, the two clubs competing will each furnish the following:
 - a. 1 timer for each lane 9 timers

- b. 1 stroke and turn official
- c. 1 score keeper
3. If available, a PIAA Official will be in charge of the meet as Referee. (Home team responsibility)

By mutual consent, the two teams may agree to some other acceptable method of selecting officials if either club has difficulty supplying it's quota.

1. The home team will swim even lanes and the away team will swim odd lanes. These lanes are to be noted by each Swimmer's name on the score sheets prior to the beginning of the meet. If a swimmer swims in the wrong lane, he or she will be disqualified.
2. The 9 timers per team per meet will be assigned as follows: Home team lanes Ñ 2 visitor timers, 1 home timer; Visitor team lanes Ñ 2 home timers, 1 visitor timer. Timers will use the middle time of the 3 recorded as the swimmers time.
3. Cards are to be used (not paper) for the times of each lane in dual meets. These cards should include: Event #, Lane #, Time and swimmer's name.
4. All lanes will count in a six-lane pool. Individual events will be scored 5-3-1. Relay points will be 8-4-2 in a six lane pool and 6-3-1 for less than six lanes. In a pool with eight lanes, the six deepest will be used.
5. Every pool must have a recall device for false starts.
6. The Home coach has the option to call a meet off by 3:30 p.m. because of cold or foul weather. Once both teams are at a meet, if at all possible, the meet is to proceed. The Meet Referee makes the ultimate decision. Deadline to start is 6:30 p.m.
7. The home club MUST have available at the scorer's table a copy of the current National Federation Rule Book, plus a current copy of the Suburban Swim League Rules and Regulations.
8. 3 copies of the Score Sheets are to be at the scorer's table by 5:45 p.m. Failure to do so will be a \$10.00 penalty to the offending team. However Coaches may change the entries for an event by informing the scorer's table of changes on a 3 x 5 card. Changes must be made two events prior to the event currently being swum. (SEE RULE 14)
9. The home team must notify the League President within 48 hours of the meet score. There will be a \$10.00 Penalty for not complying.
10. Records that have been broken must be placed on a 3x5 card and handed in at the seeding meeting. The league will keep two sets of records. One set will contain the best times in yard pools and the other will contain the best times in meter pools. All records will be kept to the hundreds.
11. All communication to the Suburban Swim League must be handled by the Coach or Club Representative of the respective Club.
12. Of the three score sheets presented at the scoring table by 5:45 p.m., the home and visitor scorekeeper sheets are official. The third copy is for the use of the announcer and should be marked as Announcer Copy. This copy is to be used only for the purpose of announcing the meet, never as an official copy for the purpose of scoring the meet. It is the responsibility of the announcer to update this copy as changes are made so that the announcing of the meet is accurate.

Meetings:

1. It is a must that one parent representative and one Coach be at all meetings. Failure to do so results in a \$10.00 Penalty per person.
1. All penalties must be paid at, or by, the Seeding Meeting or the entire team will be disqualified from Championships.

Dual Meet Order of Events

1. Girls 8 & Under 100 Free Relay
2. Boys 8 & Under 100 Free Relay
3. Girls 15 & Over 50 Free
4. Boys 15 & Over 50 Free
5. Girls 10 & Under 100 Medley Relay
6. Boys 10 & Under 100 Medley Relay
7. Girls 12 & Under 100 Medley Relay
8. Boys 12 & Under 100 Medley Relay
9. Girls 13 & Over 200 Medley Relay
10. Boys 13 & Over 200 Medley Relay
11. Girls 8 & Under 25 Breast
12. Boys 8 & Under 25 Breast
13. Girls 10 & Under 25 Breast
14. Boys 10 & Under 25 Breast
15. Girls 12 & Under 50 Breast
16. Boys 12 & Under 50 Breast
17. Girls 14 & Under 50 Breast
18. Boys 14 & Under 50 Breast
19. Girls 15 & Over 50 Breast
20. Boys 15 & Over 50 Breast
21. Girls 12 & Under 100 IM
22. Boys 12 & Under 100 IM

23. Girls 14 & Under 100 IM
24. Boys 14 & Under 100 IM
25. Girls 15 & Over 100 IM
26. Boys 15 & Over 100 IM
27. Girls 8 & Under 25 Fly
28. Boys 8 & Under 25 Fly
29. Girls 10 & Under 25 Fly
30. Boys 10 & Under 25 Fly
31. Girls 12 & Under 50 Fly
32. Boys 12 & Under 50 Fly
33. Girls 14 & Under 50 Fly
34. Boys 14 & Under 50 Fly
35. Girls 15 & Over 50 Fly
36. Boys 15 & Over 50 Fly
37. Girls 8 & Under 25 Back
38. Boys 8 & Under 25 Back
39. Girls 10 & Under 25 Back
40. Boys 10 & Under 25 Back
41. Girls 12 & Under 50 Back
42. Boys 12 & Under 50 Back
43. Girls 14 & Under 50 Back
44. Boys 14 & Under 50 Back
45. Girls 15 & Over 50 Back
46. Boys 15 & Over 50 Back
47. Girls 8 & Under 25 Free
48. Boys 8 & Under 25 Free
49. Girls 10 & Under 25 Free

50. Boys 10 & Under 25 Free

51. Girls 12 & Under 50 Free

52. Boys 12 & Under 50 Free

53. Girls 14 & Under 50 Free

54. Boys 14 & Under 50 Free

55. Girls 15 & Over 100 Free

56. Boys 15 & Over 100 Free

57. Girls All Age Crescendo

58. Boys All Age Crescendo