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## *Information for Officials*

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*National YMCA Short Course Swimming Championship*

*Wednesday through Saturday April 3-6, 2012*

*Greensboro Aquatic Center*

*Greensboro, North Carolina*

*336-315-8498*

[www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org)



## Key Meet Information

Set forth below is key information you will need to know in order to properly fulfill your officiating duties this week.

### Reporting Places and Times

#### Mandatory Meeting for All Officials – Tuesday, April 2, 2012

There will be a **mandatory** meeting for all officials working the meet on Tuesday afternoon, April 2<sup>nd</sup>, 4:30 pm at the **Greensboro Coliseum Special Events Center**, which is located next to the Aquatic Center on **West Lee Street**. Important information about the meet will be discussed. This meeting should take about one and one-half hours, so do not plan dinners before 6:00 pm.

#### Daily Officials' Briefings Wednesday – Saturday, April 3-6, 2013

There will be **mandatory** Briefing sessions for all officials working a session at the times indicated below. All meetings will be held in the **Officials' Meeting Room** in the **Special Events Center**:

Date/Time:	Wed. April 3 <sup>rd</sup>	Thur. April 4 <sup>th</sup>	Fri. April 5 <sup>th</sup>	Sat. April 6 <sup>th</sup>
<b>Prelims</b>	7:30 am	7:45 am	7:45 am	7:45 am
<b>Finals</b>	4:15 pm	4:45 pm	4:45 pm	4:45 pm

### Officials' Attire

The uniform for the Preliminaries will be the appropriate colored meet shirt of the day, as set forth below, and navy blue pants, shorts, skirts or capris.

Wed. April 3 <sup>rd</sup>	Thur. April 4 <sup>th</sup>	Fri. April 5 <sup>th</sup>	Sat. April 6 <sup>th</sup>
Light Blue	White	Light Blue	White

The uniform for Finals will be your **white** YMCA officials' shirt with your patch on the left sleeve and **navy blue pants** (no shorts or skirts please).

### Officials' Roles and Assignments

In addition to the **Referees** and **Starters**, there are basically five groups of officials working the meet:

**Timers** – These officials are responsible for operating a stopwatch, pushing a button at the end of the race and recording the times from their watch and the watch of the finish judge. Timers do not have to be Level I or Level II certified officials.

**Finish Judges** – These officials work at the start end of the pool in a multi-faceted role. They serve as stroke & turn judges for the starts, swims, turns and

finishes of each race, operate a watch for their lane and push the button for the secondary timing system at the end of each race. They may also be assigned to watch relay take-offs. They are all Level I or Level II certified officials.

**Turn Judges** – These officials are all Level I, or Level II certified officials who work at the turn end of the pool judging swims and turns.

**Stroke Judges** – These judges are all Level I, or Level II certified officials who observe swims from the side of the pool, and are assigned to observe the 15 meter marks in each pool.

**Head Timers** – These officials are Level II certified officials with considerable experience. Located at the start end of each pool and supervising the Timers, they also operate a stopwatch as a back-up Timer.

**Chief Judges** – These officials are all Level II certified officials with considerable experience. They will discuss any potential disqualification with the official making the call, report the details of the call to the Deck Referee and give a recommendation to accept the call or convey their reservations concerning the call. If the call is accepted, they will then write up the DQ slip. They do not make calls themselves; their principal responsibility is to observe the position and actions of the officials on the deck.

Assignments to the various roles are generally made prior to registration, based on the certification and experience of the various officials working the meet. Officials working both Preliminaries and Finals are typically assigned to the Championship Course (Diving Well Course). Officials working only Preliminaries or working only a few sessions are normally assigned to the Score Board Course.

Some officials will be designated as relief officials each session to provide for breaks and for officials to get a chance to see their children compete. If you wish to leave the immediate deck area so you can watch and cheer for your swimmer, please let a Chief Judge at your pool know in advance.

This year, we are again going to rotate Level I and II officials where possible to allow officials to gain as much experience at different deck positions as possible. However, we do have a championship meet to conduct and it may not always be possible to fulfill everyone's wishes.

## **Rules**

As you know, we follow USA Swimming Technical Rules for the conduct of the National Championship Meets. Thus, we will be following the current (2012) USA-Swimming Technical Rules and related Interpretations. (The 2013 USA-Swimming Rules do not take effect until May 1, 2013.)

In addition, as we now follow USA-S Technical Rules, the meet is an Approved Meet, so we no longer need separate USA-S Certified Observers.

## **Jurisdictions**

Individual jurisdictions will be discussed with you in more detail by the Chief Judges on Wednesday morning and reiterated each day thereafter. Basically, Turn Judges/Finish Judges at each end of the pool will have jurisdiction over their lane from the “start” of the race to the end of the first stroke, and on turns from the “last stroke in” to the touch/finish, the turning action and through the end of the first stroke following the turn. Stroke judges will have ‘wall to wall’ jurisdiction, judge the 15 meter mark and drop the recall rope, if necessary.

## **Disqualifications**

Whenever any Stroke & Turn Judge sees a potential infraction within his/her jurisdiction, he or she must immediately raise a hand over his/her head with an open palm, except in the case of relay take-off infractions, where no hands are raised. Once a Chief Judge or Referee acknowledges your signal, you should lower your hand. The Chief Judge will come over to you and ask what you saw, the applicable rule, your jurisdiction and where you were when you saw the infraction. He or she will radio the potential disqualification in to the appropriate Deck Referee, along with a recommendation to accept the call or their reservations concerning the call. If the Deck Referee accepts the DQ, the Chief Judge will write up the DQ slip, which he or she will then ask you to sign. Please read the DQ slip carefully and if it does not describe the infraction you saw, or it does not conform to the Event, Heat and Lane numbers and the swimmer’s name, please discuss it further with the Chief Judge, so that the infraction clearly and properly described.

## **Time Trials**

Time Trials are held each day approximately one half hour after the last Preliminaries end, and generally take about an hour and a half. We need officials each day to work the Time Trials and it is a good opportunity for you to meet some of the more senior officials in a less hectic session. We provided you with the opportunity to sign up for Time Trials on the Officials’ Registration Form and we will be soliciting additional volunteers each morning. We urge everyone to sign up to work Time Trials for one or more days.

Time Trials also provide an opportunity for officials to work other positions on the deck and become better known to the leadership team for consideration when other positions become available. Virtually all the people asked over the last four years to step up to a more responsible position at both the Short Course and Long Course Championships were people we identified through Time Trials.

## **USA-S National Qualifying Meet**

This meet has been accepted by USA-Swimming as a National Qualifying Meet. YMCA Stroke and Turn judges who are also certified USA Swimming Judges may request observation for USA Swimming National Certification at the N2 or N3 level. Observation must occur over three (3) sessions to qualify for N3 Stroke and Turn. The prospect must have been an official in grade for at least one year prior to the observation. If you desire to be observed for the position of N2 or N3 “Stroke and Turn,” apply with our Chief Judge, Jim O’Neill, at the Tuesday Officials’ Briefing Meeting. If you already

hold N2 or N3 certification and wish to be observed for 'renewal' of your certification, apply to Jim.

If you wish to receive LSC or National meet credit for the sessions worked, you must also register with Jim. Any questions you have should be addressed to him as well.

### **Credentials**

When you registered, you received an identification badge. You must wear and display this badge to be admitted to the deck. Admission to the deck is only for the sessions at which you are working as an official. For all other sessions, you will be expected to sit in the stands with the other spectators. The identification badges have been coded with the days and sessions you are working to facilitate this process.

### **Food and Beverages**

Each morning before and during the meeting, bagels, doughnuts, fruits and beverages will be available in the meeting room. There will also be water available there throughout the day.

Lunch will be served immediately following the completion of Preliminaries.

Snacks and beverages will be available during the meeting before Finals.

### **Other Matters**

Please turn off your cell phones before going on deck. If you are a physician and need to stay in touch with patients, please put the phone on vibrate and leave the deck before talking on the phone. Please alert the Chief Judges if you may be in this situation.

There shall be no consumption of alcoholic beverages between Preliminaries and Finals.

If you are driving to the Pool, you may park in the facility lot for a daily fee of \$5.00.

It would probably be better if you didn't bring valuables with you to the aquatic center, as we do not have dedicated, secure locker facilities available solely for our use.