

Greater Forsyth Swim League

Rules Governing Dual Meets and Championship Meets

Revised January 2020

Eligibility

Any individual or family who holds a current, [valid](#) membership to a GFSL member club or pool, and qualifies for an age group category, is eligible to participate in swim meets with the following exceptions and clarifications.

1. If an individual is a member of a GFSL club, and s/he is also a coach for another GFSL member club, then that individual is ineligible to represent his/her home club in any GFSL intra-league competition.
2. If an individual is a member of a GFSL club, and s/he coaches in another league, that individual may represent his/her home club in intra-league competition.
3. Participants may swim in their actual age group or higher for all meets. THE PARTICIPANT'S AGE GROUP WILL BE HIS/HER AGE AS OF MAY 31st. The participant will not be allowed to swim in a younger age group.
4. To be eligible for GFSL Championships, a participant must swim (exhibition or otherwise) in two (2) dual meets.
5. If membership is held in more than one GFSL club, an individual may represent only one club each season.

Underlying Principle / Spirit of the Rule:

GFSL exists to enable its associated clubs to offer a low-key, competitive, fun summer swimming league swim team venue to clubs' members. Similarly, each club sponsors a swim team as a service to its pool members. Therefore, participation in GFSL-sanctioned meets is limited to each club's pool members. GFSL strives for a level playing field to the extent possible; GFSL hopes that teams are not actively recruiting "ringers" to gain an advantage.

For the GFSL end-of-season championship meet (Finals), each participant must swim in two dual meets to promote team unity and prevent "hiring ringers" that are not emotionally invested in the club.

Meets

A schedule of swim meets will be set up by the GFSL Board prior to the opening of the pools. This schedule shall be posted at each pool on or before opening day. Visiting team is encouraged to arrive no earlier than 4:15 with a preferable arrive time of 4:30.

Meets will start at 5:30 on scheduled dates. Warm-ups will last from 5:00 to 5:30. The home team will warm up from 5:00 – 5:15 and the guest team from 5:15 – 5:30. Teams that fail to show up for a scheduled meet will forfeit participation in GFSL Finals. The home team should warm-up first to allow guests extra time to arrive. In case of inclement weather or traffic delays, teams can shorten or eliminate warm-ups with league rep approval from both teams (Referee to make the final call).

Rain Outs & Inclement Weather:

1. If a meet has not begun or has not progressed to completion of the individual medley events, then both team representatives shall agree upon a make-up date.
 1. If a team refuses to discuss a make-up date, then the disagreeable team must forfeit the meet. Their swimmers' times and participation will not be eligible for finals.
2. If a meet has progressed through the individual medley events, then the meet will be considered completed, the team points tallied, and the team in the lead declared the winner.
3. Any other arrangement than those above must be agreed upon by the pool reps from both teams and reported to the league President or Vice President.

Spirit of the Rule: A “good faith effort” on the part of both teams is expected when rescheduling rained out meets.

If the pool manager on duty of the host facility deems it prudent to halt the meet and remove swimmers and spectators to areas of safety until such time as personal danger has passed, team representatives and other meet officials should not question the action taken. Likewise, if facility management deems it prudent to close the facility due to hazardous conditions, the action should not be questioned. **Do not approach or challenge the home team's pool manager or lifeguards on duty; his/her decision is final.**

Pool Set-Up For Meets:

STANDARDIZED CHECKLIST: A standardized checklist detailing all items that need to be taken care of prior to the start of all meets will be provided to each team at the coaches' meeting/stroke judge clinic.

STARTING END DETERMINATION: The starting end shall refer to that end from which relay events are started. The starting end of a pool must be at least 4 feet deep. If both ends of the pool are at least 4 feet deep, the home team will decide which end will be the starting end for a given event. **In-water starts (no dives) must be used at any end of the pool that is fewer than four feet deep.** It is expected that coaches will prepare all swimmers and parents for lining up swimmers at the designated starting position(s).

LANE ASSIGNMENTS: The home team shall use even number lanes, and the visiting team odd numbered lanes. The lane closest to the starter shall be referred to as Lane #1.

FIVE (5) LANE POOLS: Clubs who host meets in a five (5) lane pool shall swim two (2) heats for any event in which there are six (6) entries. The coaches and team representatives shall decide before competition begins whether the heats will be swum three and three (3/3) or four and two (4/2).

Lifeguards are to be on duty at all times during a swim meet in accordance with the home pool's normal coverage policies and procedures. Lifeguards are to be paid by the home pool.

15-METER MARKS. The home team is to mark its pool for the 15-meters (16.4 yards). There shall be two sets of marks; one set from each end of the pool. These marks must be clearly evident to swimmers and officials.

BACKSTROKE FLAGS. Backstroke flags must be in place prior to warm-ups. YARD pools - Flags are to be 15 feet (5 yards) from each end of the pool. METER pools – Flags are to be 5 meters (16 feet 5 inches) from each end of the pool. (Note: most modern lane lines change to solid color at the appropriate distance).

GFSL meter pools are: Brookwood, Clemmons West, Forsyth Country Club, Grandview, Jonestown, Oak Valley, Peace Haven, Sherwood, Town & Country, and Waterford

GFSL yard pools are: Bermuda Run, Brookberry Farms, New Sherwood, Old Town, Shallowford Lakes, Westwood and Willow Run

Bolton Pool (for the City Meet) is a yard pool.

Bermuda Run has 5 eligible lanes; Brookberry Farms has 8 lanes; all other pools have 6 lanes.

Meet Entries

Dual Meets

INDIVIDUALS: Each team will have no more than three (3) swimmers entered in any individual event, withholding the listed exceptions. EACH TEAM MAY SCORE ONLY 2 OF THEIR SWIMMERS ENTERED INTO AN EVENT. Exceptions to three-swimmer limit:

1. For 6 and under age group, there will be an open number of heats for freestyle and up to 2 heats for backstroke.
2. For 7-8 and 9-10 age groups, there will be an open number of heats for freestyle and up to two (2) heats for backstroke, butterfly, and breaststroke.
3. For the 11-12, 13-14, and 15-18 age groups, there may be up to two (2) heats of freestyle, butterfly, backstroke, and breaststroke.

4. There will be only one heat of IM, Distance Free and Relays for all age groups.
5. An individual may only swim an event one time per meet. For example, a 10 year old swimmer may swim 25 free with their age group but may NOT also swim a 50 free with the 11-18 age groups.
6. NO additional heats may be added to the entry file without the CONSENT of both coaches PRIOR to the meet merge.

Age Group	Freestyle	Backstroke	Butterfly	Breaststroke	IM	Distance Free	Relays
6 & Under	Unlimited	2	NA	NA	NA	NA	1
7/8 & 9/10	Unlimited	2	2	2	1	1	1
11 & Up	2	2	2	2	1	1	1

RELAYS: Each team may have three (3) relay teams entered in any relay event. In the event that all lanes are not filled in a relay event, teams may enter more than 3 relays until lanes are full in the relay heat. There will be only one (1) heat per relay event. POINTS WILL BE AWARDED ONLY TO ONE (1) OF THE POSSIBLE THREE (3) RELAY TEAMS FOR EITHER TEAM.

Recommendation: Faster swimmers should be entered in the first heat, *with the fastest seeded swimmers in the middle lanes*. If coaches have a fast swimmer for which there is no recorded time, they may bump a swimmer with an existing time via Hy-Tek Meet Manager to put the faster swimmer in the first heat, if they are reasonably confident that the swimmer belongs in the fastest heat.

LIMITATIONS: Each participant may compete in three (3) scoring individual events and one (1) free relay and (1) medley relay per meet. If there are fewer than 4 swimmers in a given age group and gender, then a swimmer may be entered into 2 additional exhibition individuals events for a total of 5 events at any given meet.

Underlying Principle / Spirit of the Rule:

GFSL has established these constraints on meet entries to balance the conflicting priorities of shortening the duration of the meet with encouraging maximum participation. These constraints also prevent a few swimmers from disproportionately influencing the outcome of the meet.

Championship Meet Entries (added)

Each team may enter three (3) swimmers per individual event and two (2) teams for each relay event. As in dual meets, each swimmer may be entered in a maximum of three (3) individual events, one medley relay and one freestyle relay.

Age Groups

Reiterating the eligibility rule, participants may swim in their actual age group or higher for all meets. THE PARTICIPANT'S AGE GROUP WILL BE BASED UPON HIS/HER AGE AS OF MAY 31. The participant will not be allowed to swim in a younger age group. All swimmers will swim whatever age they are on May 31. The "Age Up Date" in the Hy-Tek Meet Manager program should be set to May 31 .

Age group divisions – Individual and Relay events

1. 6 and under (Freestyle, Backstroke, and Free Relay only)
2. 7-8
3. 9-10
4. 11-12
5. 13-14
6. 15-18

Age group divisions – Distance Freestyle

1. 7-8 – 50 yd/m
2. 9-10 – 50 yd/m
3. 11-12 – 100 yd/m
4. 13-14 – 100 yd/m
5. 15-18 – 100 yd/m

Age group divisions – Individual Medley

1. 10 and under
2. 11-12
3. 13-14
4. 15-18

ESCORTS: The practice of “escorting” a swimmer in the water during a race (i.e., a coach getting in the water and coaxing a young swimmer all the way down the pool, swimming next to, in front of, or behind the swimmer) shall be used only in cases of disability.

Underlying Principle / Spirit of the Rule:

The use of escorts encourages parents of very young children to sign them up for a swim team before they are ready and able to swim safely and proficiently. This, in turn, forces coaches to spend an inordinate amount of time, energy, and other resources TEACHING young swimmers how to swim rather than coaching the whole team. More-experienced head coaches tend to delegate this task to less-experienced assistant coaches, which magnifies the safety risk. This also puts high school- and college-age coaches in the awkward position of saying no to a parent or acquiescing against their better judgment. Lastly, the use of escorts delays the meet. Joining a swim team should be seen by all involved (parents, coaches, children) as a rite of passage, something to strive for after attaining the ability to swim safely, unescorted. Joining a swim team should not be viewed as a cheap alternative to swimming lessons or as pain-free child care while older siblings are practicing.

Order of Events

The order of events shall be as follows, unless agreed upon by league representatives from both teams:

6 and under Freestyle Relay
Medley Relay
Freestyle
Butterfly
Individual Medley (IM)
Backstroke
Breaststroke
Distance Freestyle
Freestyle Relay (excluding 6 and under)

Distances To Swim

Individual Events:

25 yd/m	6-U, 7-8, 9-10
50 yd/m	11-12, 13-14, 15-18
100 yd/m	IM for all age groups
50 yd/m	Distance Free: 7-8, 9-10
100 yd/m	Distance Free: 11-12, 13-14, 15-18

Relay Events:

100 yd/m	6-U, 7-8, 9-10 (each swimmer will swim 25 yd/m)
200 yd/m	11-12, 13-14, 15-18 (each swimmer will swim 50 yd/m)

Scoring

DUAL MEETS

Scoring for Individual Events shall be:

First place	5 points
Second place	3 points
Third place	2 points
Fourth place	1 point

Scoring for Relay Events shall be:

First place	7 points
Second place	4 points

SCORING HANDICAP SYSTEM: In individual events a team may score only two places. In relays only one relay may score points for each team. Awards, however, will be given based upon actual order of finish.

CHAMPIONSHIP MEET

(also meets with more than two teams, if applicable). While each club may enter two relay teams per event, only the fastest relay from each club will score points.

Scoring for Individual Events shall be:

First place	20 points
Second place	17 points
Third place	16 points
Fourth place	15 points
Fifth place	14 points
Sixth place	13 points
Seventh place	12 points
Eighth place	11 points
Ninth place	9 points
Tenth place	7 points
Eleventh place	6 points
Twelfth place	5 points
Thirteenth place	4 points
Fourteenth place	3 points
Fifteenth place	2 points
Sixteenth place	1 point

Scoring for Relay Events shall be:

First place	40 points
Second place	34 points
Third place	32 points
Fourth place	30 points
Fifth place	28 points
Sixth place	26 points
Seventh place	24 points
Eighth place	22 points
Ninth place	18 points
Tenth place	14 points
Eleventh place	12 points
Twelfth place	10 points
Thirteenth place	8 points
Fourteenth place	6 points
Fifteenth place	4 points
Sixteenth place	2 points

Submitting Dual Meet Entries

All GFSL-member teams shall use the Hy-Tek Meet Manager program to prepare its entries for dual meets. The “visiting” team coach shall merge their entries **no later than 11:30am** the morning of the meet. Submitting entries to the home team via email shall be allowed provided both teams’ coaches agree to do so.

Once the entries have been merged, both coaches shall review the file to ensure the data merged correctly. At that point, the home team shall provide the master meet file to the visiting team so that each team may print or email its own heat sheets.

Changes to Submitted Dual Meet Line-Ups

The head coaches shall meet during warm-ups to exchange last minute changes to their line-ups and enter them into Hy-Tek Meet Manager.

1. Swimmers may be added to the meet, but additional heats will not be created to accommodate additions.
2. Substitutions may be made ONLY to accommodate (i.e., make room for) the added swimmer. All such additions and substitutions **must be completed by 5:30.**
3. Swimmers added after 5:30 will be entered as “exhibition only.” If a scheduled relay swimmer becomes sick after the 5:30 deadline or leaves the meet early, an eligible substitute may be added.
4. The league will not allow either team to adjust its line-up in reaction to viewing the opponent’s line-up.

Underlying Principle / Spirit of the Rule:

It is inevitable that mistakes will be caught after the two team’s files have been merged and heat sheets reviewed. The meet entry process involves a huge amount of data entry and depends on volunteers and parents to feed it accurate, timely information. In the “old days” before Hy-Tek Meet Manager, coaches would copy each other’s line-ups during warm-ups. We do wish to keep meets to a reasonable duration. Adding a swimmer to the meet entries with the constraint that no heats are to be added can have a cascading effect throughout a team’s age group. For that reason, substitutions of swimmers will be allowed to accommodate forgotten or overlooked swimmers. If we did not allow substitutions, adding a swimmer to an event could mean scratching a teammate to “make room”. This will allow coaches the flexibility to ensure maximum possible participation across the team’s age group. It is the hope of the league that the two teams’ coaches and/or league representatives can work together to correct mistakes and ensure that no swimmers are penalized due to honest clerical mistakes. At the same time, however, the league will not allow either team to adjust its line-up in reaction to viewing the opponent’s line-up. This would be burdensome to prove, hence the explanation of the SPIRIT of this rule.

Stroke Rules

GFSL will, unless noted otherwise, adhere to the current USA Swimming stroke rules found in the Technical Rules – Article 101.1 – 101.7. We have made provision for three exceptions: the backstroke turn, which will use NFHS (high school) language, “head catchers”, and relay starts, which will use language drafted by our league. Any other similarity to NFHS rules is merely coincidental and not intentional.

Backstroke: USA swimming rules will apply with the exception of the turn: - 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.

1. 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 an upward or 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;

Head catchers: Adults and coaches only are permitted to serve as “head catchers” for swimmers in the 10 and under age groups for backstroke. Hand(s) must be flat against the wall to avoid disqualifying the swimmer.

Relay starts: 2nd, 3rd, 4th leg swimmers must use a track style start, having at least one foot planted on the pool edge at the start of the leg. No walking or running starts allowed.

Underlying Principle / Spirit of the Rule:

There is no sense re-inventing swimming rules when the United States’ governing body for the sport of swimming has already firmly established its rules. Many swimmers in our league compete in USA Swimming meets, as well. A decision has been made to use USA Swimming’s set of stroke and turn rules, to the exclusion of other sets of possibly conflicting rules such as NFHS.

Dual Meet and Championship Meet Conduct

No repeated whistling will be permitted to pace a swimmer, or for any other reason, during breaststroke or the breaststroke portion of the individual medley or medley relays.

Underlying Principle / Spirit of the Rule:

Whistling to pace gives an unfair advantage to the swimmer trained to respond to the whistler. Whistling can also be interpreted as a false start recall to the other swimmers in the heat, causing them to slow or stop during his/her race. Summer-only swimmers are at a greater disadvantage when whistling to pace is allowed.

Disqualifications

1. A disqualification will be made only by the official within whose jurisdiction the infraction has been committed.
2. Disqualification slips will be given to each coach after the meet. (Note to scorekeeping table: it is a good idea to create two separate piles of DQ slips and add to each pile as the meet progresses)
3. A swimmer must start and finish the race in his assigned lane.
4. Obstructing another swimmer by swimming across or otherwise interfering shall disqualify the offender, subject to the discretion of the stroke judge and /or referee.
5. Merely touching, or stopping and standing on the bottom of the pool shall not be grounds for disqualification. Walking or pushing off the bottom of the pool is a disqualification. The observing official must be in a position to determine if a swimmer has gained an advantage over his/her opponents.
6. A False Start may be called by the starter or referee.
7. A "False Start" may be called
 - a. If a swimmer is moving at the start in anticipation of the starting signal;
 - b. If a swimmer enters the water before the starting signal;
 - c. If a swimmer fails to come to a motionless position following the command "Take your mark".
8. False starts are always called against the individual swimmer, never the field.
9. If a false start is called, the heat must be recalled and reswum. If the swimmer false starts a second time, the swimmer is disqualified, and the heat progresses until completion.
10. Two (2) false starts against the same swimmer shall result in disqualification.
11. If a swimmer beginning a Medley Relay or Backstroke event enters the water headfirst, THE SWIMMER AND RELAY TEAM WILL BE DISQUALIFIED.

Meet Officials

REFEREE

To become a referee, the individual must:

- 1) Attend a GFSL Board-designated stroke and turn clinic at the beginning of each season they plan to referee.
- 2) Have served as a stroke judge for two years.

ALL REFEREES AT FINALS MUST HAVE SERVED AS A REFEREE AT A MINIMUM OF SIX (6) DUAL MEETS BEFORE BEING ALLOWED TO REFEREE FINALS.

1. S/He is in charge of conducting the meet according to the rules. All questions of rule interpretation shall be decided by the referee.
2. S/He should meet with coaches, officials, and GFSL League representatives prior to the meet to answer any questions regarding rules or conduct of the meet.
3. S/He shall judge the order of finish of any event, and declare the official placement of participants if necessary. S/He may delegate this responsibility to another volunteer. *Refer to "Place Judging in Dual Meets" section below for details.*
4. S/He may disqualify any swimmer for any overt violation of a rule, if it was personally observed.
5. S/He may suspend the meet after conferring with both team representatives when the personal safety of swimmers is in question (i.e. weather, etc.).
6. S/He may stop the meet to restore order in the event of unsportsmanlike conduct.
7. S/He may disqualify, or expel from the meet, anyone who acts in an unsportsmanlike manner, and has been forewarned of the fact.
8. S/He may, after conferring with both team representatives, rule on a point not covered by these rules.
9. S/He must review all disqualification slips and confer with the stroke judge to ensure completeness and/or correctness. S/He must sign a disqualification slip for it to be valid and effect the scoring of the meet. S/He does not have the authority to overrule a disqualification by a stroke judge. However, see special point of emphasis below.

Point of Emphasis: At any time during a meet, if a situation arises which is not specifically covered by a rule, the Referee and a representative from each pool shall confer and mutually rule on that situation. *If the league reps are unable to agree on a resolution, the ruling of the referee will stand.* The ruling on the situation will be limited to the meet in progress. The GFSL President should be informed of the situation and decision as soon as possible so that all representatives can be notified and a formal addition or amendment be made to the rules, if necessary.

STARTER

To become a starter, the individual must attend a GFSL Board-designated stroke and turn clinic and starter/officials clinic at the beginning of the season.

1. S/He shall take a position within ten (10) feet of the starting edge of the pool. S/He shall have full control of competitors from the time they are in proper position until after the signal to start has been given. S/He should explain to swimmers:
 - a. Starting signal to be used
 - b. Distance to be covered
 - c. Stroke to be used
2. S/He gives the preparatory command "Take your mark," allowing all participants to become motionless, then gives the starting signal.
3. A whistle or air horn are the recommended starting devices.
4. If, in the starter's opinion, a false start has occurred s/he shall recall swimmers with one or more signals.
5. The starter shall request the referee or nearby stroke judge to prepare a disqualification slip in the event that a swimmer is disqualified for two false starts.

STROKE JUDGES

All stroke judges are required to be certified for each swimming season in which they judge. Certification is achieved by participation in a GFSL Board-designated stroke and turn clinic. ALL STROKE JUDGES AT CHAMPIONSHIP MEETS (FINALS) MUST HAVE TWO (2) SEASONS OF EXPERIENCE BEFORE BEING ALLOWED TO STROKE JUDGE AT FINALS.

Underlying Principle / Spirit of the Rule:

The intent is to ensure we have qualified, knowledgeable officials at all dual meets and at Finals. It also helps ensure that officiating is as uniform as possible at all dual meets. This, in turn, helps the swimmers by giving them consistent feedback regarding what is legal and what is not. You may want to consider only using stroke judges at Finals that the league reps from each pool approve. Just because someone has judged for 2 seasons doesn't mean that he/she is a good stroke judge! Likewise, someone with less experience may act as a stroke judge with the approval of the Final's referee.

1. The stroke judge may not serve as referee.
2. S/He shall disqualify on both ends of the pool for turns, finishes, and relay starts.
3. Each judge shall be assigned to one end of the pool, and his/her jurisdiction shall extend from his/her end to the midpoint of the pool.
4. Stroke Judges should be placed at Lane 2 and Lane 5. Judge in lane 2 will be responsible for lanes 1-3. Judges in lane 5 will be responsible for lanes 4-6.
5. Stroke judges shall switch sides after the IMs are complete.
6. S/He shall ensure that rules relating to the designated style of swimming are followed and report any violation to the score table via the disqualification slip, detailing event, lane number, and offense. For this DQ slip to be valid, it must be signed by both the stroke judge and referee.
7. Teams may split this responsibility between people.
8. Teams are encouraged to have new stroke judges shadow experienced judges.
9. Shadow judges are to observe only and cannot make or influence any DQs.

TIMERS AND TIMING

1. Shall be accomplished with a digital watch capable of one-hundredths of seconds (00:00.00).
2. Each timer shall watch the starter at the beginning of each heat. If a sounding device is used, the watch shall be started immediately at the sound. If a light/flash device is used, the watch shall be started immediately at the flash.
3. All watches shall be stopped immediately when any portion of the swimmer's body touches the solid end of the pool.
4. In no case will the timers judge the placement or legality of the finish.
5. The time on each watch is recorded in the appropriate space on the timer sheet.
6. A back-up timer shall be present and start a watch for each event in the case of watch or operator malfunction. This back-up timer must be in the starting area where s/he can observe both the starter and all of the timers.
7. Good timing technique dictates that timers in lanes with no swimmer still start their watch in order to provide back-up if necessary.
8. Both watch times will be recorded unless there was a malfunction in one watch and there was no back up available. In the latter instance, the single time shall then be the official time.

RUNNERS

1. The home team should provide runners.
2. S/He collects timer sheets from each lane every few events and delivers them to the scorers' table.
3. S/He collects disqualification slips from the stroke judges and brings them to the meet referee for his/her signature. S/he then delivers the disqualification slips to the score-keeper's table.
4. Based on the configuration of the pool, it may be necessary to have a runner for each side of the pool. This will allow the referee to see the DQ slips in a timely manner.

Underlying Principle / Spirit of the Rule:

The runner is a crucial role to the management of a swim meet. However, this has historically been the most-overlooked volunteer role at a meet. The runner needs to establish a "milk run" between the timers, stroke judges, referee, and score-keeping table to keep the process as efficient as possible.

PLACE JUDGING FOR DUAL MEETS

1. When possible, referees will position themselves near the timer's end of the pool in order to be in the proper position to place call close events.
2. If time allows, referees should pre-scan the heat sheets and highlight those races which are likely to be close, so that they can be in position to make a call.
3. Referees will only place call the races they deem to be close enough that a judges' decision may be necessary
4. Places will be recorded on a heat sheet to be turned in to the scorer's table after all the events on a given page have been completed.
5. Referees may choose to recuse themselves if their child/children are in a given race. In that case, they may select a substitute place caller; someone who has attended either the starter's clinic or the stroke judges' clinic.

Underlying Principle / Spirit of the Rule:

While accurate results are always our goal, in a dual meet , a referee's call should be sufficient. Realizing that accurate timing is the key to accurate results, please follow the follow recommendations when possible:

1. Teams should make every effort to have accurate, quality watches with fresh batteries available for all timers. Plenty of backup watches should be on hand as well.
2. A script will be provided to all starters with detailed instructions for timers.
3. Starters should take time to sync the watches prior to the start of the meet. Have each timer practice starting and stopping their watches, and each lane pair of timers should compare their watches. If the watches are consistently "off", the starter should try replacing the watches. If that doesn't solve the problem, the starter should spend a minute helping the timers work out timer use.
4. If the scorer's table notes that the two watches in a given lane are frequently out of sync, they should ask a team rep to give the two timers replacement watches. If this doesn't solve the problem, they can bring this to the attention of the referee, who can choose to either help the two timers or make more consistent place calls to help with the problem.
5. Prior to the half-way point of the meet, a team rep or volunteer should go over steps 1 – 3, so that the 2nd half timers will be well prepared.

PLACE JUDGING FOR FINALS (in the event of a non-electronic system)

The place judge cannot be the meet referee. This position can filled by two separate individuals. *These individuals should have had at least six meets' experience as a stroke judge or referee.* The place judge shall record the order of finish of each heat on his/her place sheets. The place judges shall record the finish order for each heat of each event. These sheets will be collected by the runners and turned in to the scorer's table. For races that are close, it is up to the referee to notify the scorer's table. The official finish order shall be made by the place judges if the finish order noted by both place judges agrees. If the order does not agree, times prevail.

SCORE-KEEPERS

1. The score-keepers' table will have two seats. Each team must provide one score-keeper position throughout the meet. Teams may split this responsibility at the mid-point of the meet (after IM). The score-keepers responsibility is to assimilate all of the data coming to the score-keepers' table (timer sheets, disqualification slips, and notes from the referee or place judge). GFSL will use Hy-Tek Meet Manager software to facilitate this process. Swimmers who are disqualified cannot score points or win ribbons, so disqualifications must be entered into Hy-Tek Meet Manager. Both the stroke judge and the referee must sign the disqualification slip for it to be valid. Swimmers designated as "exhibition swimmers likewise cannot score points. The score-keepers' table must capture their times anyway because those times may be used as entry times for Finals.
2. There will be occasions when the referee or place judge declares the order of finish for close races. The referee or place judge will write the official order of finish on the timer sheets for the lanes in question. The score keeper must verify that the 2 watch times are outside of a 0.3 second differential to override the order of finish.
3. The score-keepers must print two copies of the meet results to be certified and signed by the referee and one GFSL league representative from each team. Meet results are not official until signed by the referee and one GFSL league representative from each team.
4. The score-keepers must print ribbon labels for both the home team and the visiting team. (Note: be sure to group the labels so that each team gets only labels for its team)

Underlying Principle / Spirit of the Rule:

The score-keeping function at a meet is critical and needed some clarity, particularly on the subject of overriding timer data in favor of place judge data. GFSL is also creating a Hy-Tek Meet Manager instructional document to serve as a reference document for the score-keeping process.

COACHES

1. A coach shall not be allowed to represent their team as a member of the GFSL League Board.
2. All head coaches, and as many assistant coaches as possible shall attend a GFSL stroke clinic.
3. According to the constitution of the GFSL, (Article IX), coaches will be invited to a meeting of the GFSL Board prior to the first meet to review rules and points of emphasis.

Official Time Determination

DUAL MEETS

1. If the times of both watches are identical, that time shall be the official time.
2. If both watches are different, then their average shall be the official time.
3. A tie will occur only when recorded times for two or more swimmers are exactly the same, or the meet referee is unable to determine the order of finish.

CHAMPIONSHIP MEETS (FINALS)

1. Three (3) watches must be used for each lane.
2. If two (2) of the three (3) watches have identical times, that time shall be the official time.
3. If all three (3) watches disagree, the intermediate time of the three shall be the official time.
4. If an electronic system is used, only 2 watches are required for backup to the electronic system.

Awards

DUAL MEETS

1. Ribbons will be given at each dual meet for the following individual and relay places: First, Second, Third, and Fourth (***awarded according to the swimmers' actual finishes***). A distinctive colored "participant" ribbon may be awarded to the subsequent finishers in the 10 and younger age groups, even though no points are scored.
2. The home team will print ribbon labels for each team, but each team will be given its requirement of ribbons prior to each season. Each team's volunteers or coaches are expected to affix ribbon labels to its own cache of ribbons the morning after the meet.

CHAMPIONSHIP MEETS (FINALS)

- 1) Custom medals will be given for individual and relay events: First, Second, and Third
- 2) Custom ribbons will be given for individual and relay events: Fourth through twelfth place.
- 3) Team awards will be provided as follows:
 - a) Finals Swimming Champions :
 - i) Overall winner
 - ii) 10 and under winner
 - iii) 11 and up winner
 - b) Season-long Sportsmanship

Records

DUAL MEETS

- 1) Hy-Tek Meet Manager Results report shall be prepared at each dual meet to consist of the following:
 - a) Each event
 - b) Each entrant; his/her official time and place
 - c) Each relay entry; its official time and place
- 2) The Meet Manager Results shall be certified and signed by the meet referee and one league rep from each team, and a copy will provided to each team's GFSL League Representative.
- 3) Each GFSL League Representative shall keep Hy-Tek Meet Manager Meet Results reports for the purpose of documentation of eligibility to participate in the GFSL Championship Meet (Finals).
- 4) GFSL League Representatives shall keep timing sheets for each home meet for the duration of the season.
- 5) Visiting teams are encouraged bring a storage device to capture meet results to be imported in their own Meet Manager records.

Protests

1. Protests affecting the eligibility of any swimmer to compete or to represent an organization in any race shall be made in writing to the Meet Referee before the race is held. The swimmer may compete under protest, and it shall be announced as such to GFSL League Representatives and coaches. The meet Referee shall, as soon as practical, refer the matter to the GFSL Board for adjudication.
2. Protests against judgment decisions of Starters and Judges can only be considered by the Referee of the meet.
3. Any other protest arising from the competition itself shall be made within 30 minutes after the race in which the alleged infraction took place. If the protest is not resolved immediately, the protester shall at that time file a written protest with the GFSL Board.
4. Until final action is determined, results of any race conducted under protest, or of any protested race, shall not be announced, and no prizes for that race shall be awarded or scoring points allowed unless the protest is officially withdrawn.