



Chief Judge Training





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NCS CHIEF JUDGE CERTIFICATION

Introduction

- Meet Referees are the “executives”
- Admin Referees are the “accountants & lawyers”
- Deck Referees are the “managers”
- Starters are the “divas”
- Stroke & Turn Judges are the “casual observers”
-- but –
- Chief Judges ----- fill many roles!



Rule 102.13.1 Judges - Chief

An overall “Chief Judge” may assign and supervise the activities of all stroke, turn, place, and take-off judges and may report their decisions. If desired, any judging category may have a designated “Chief.” Any “Chief” may act as liaison for the judges and may serve simultaneously in one of the judging positions and shall assign those judges within the “Chief’s” category.

Responsible for:

- Assisting the Meet Referee, Admin Referee & Deck Referee
- Organizing all S&T judges
- Mentoring S&T Judges
- Assuring smooth running of the meet



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Attributes of a good Chief Judge:

- Firm knowledge of the rules & meet announcement
- Firm knowledge of deck protocol
- Must be flexible, creative, able to think on their feet, and act CALM at all times
- Must be able to work with all levels of understanding amongst officials, athletes, timers, etc.
- Must be a “team” player
 - ✓ It’s important to always help each other out and have each others back
- Must always be attentive
- Should anticipate the next responsibility for him/herself and those under their responsibility
- Must be organized

Duties and Tasks of the Chief Judge:

- May vary widely at a local LSC meet depending upon the level, needs, and staffing of the meet
- May include all, or some, of the duties expected of a championship level Chief Judge
- This training presentation outlines those duties generally expected at the championship level
- You should always check with the meet referee before the meet to see what the specific expectations are and protocols to be used
- You may not know your assignment until you arrive at the meet or walk on deck, but
- You should be prepared to complete all tasks, if asked and as assigned



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Championship Chief Judge responsibilities:

- **All Chief Judges are “assigned positions”**
 - **Usually a separate meeting is called by the Meet Referee prior to the meet for the assigned officials**
 - **An option could be for the Team Lead Chief Judge to discuss the expectations and protocols with the Meet Referee prior to conducting the CJ team meeting**
 - **Have a written set of protocols and preliminary staffing prepared and then be ready to change it at the last minute....at least once**

- **Equipment needed for the Chief Judge team**
 - **A set of radios**
 - **Laptop - with all required forms saved**
 - **Printer**
 - **Access to copier**
 - **Dedicated briefing room that is secure during the meet**

Note: This list will vary based on the level of meet, venue and available officiating staff





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Chief Judge “Team” structure:

- Includes a **Team Lead Chief** Judge whose responsibilities include:
 - Meeting with Meet Referee to discuss his/her preferences for:
 - Staffing
 - Terminology (should be the words in the rulebook)
 - Jurisdictions
 - Deck protocol
 - Discuss the Admin protocols; preferably with the Admin Referee
 - Planning for meet specific accommodations due to time, available officials or physical attributes of the pool
 - Organizes, assigns, and oversees daily responsibilities for the Chief Judge team
 - Steps in, when necessary, to back up an occupied Chief Judge on deck or to provide relief
- **Team Lead Plus** 4 Chief Judges (whenever possible)
 - Duties are spread out over the course of a multi-day meet, and are rotated each day
 - ✓ Attendance/sign-in sheet/assignments
 - ✓ Radios and headsets
 - ✓ Clipboards and heat sheets
 - ✓ Stroke briefing
 - ✓ Jurisdiction
 - ✓ PLUS, evaluations, meet shirts, guest speaker, etc.



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Pre-Meet Responsibilities



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- ✓ **Develop your list of questions for the Meet Referee and Admin Referee**

- ✓ **Prepare a Plan for Meet**

- ✓ **Staff your team**

- ✓ **Communicate early and often**

- ✓ **Expect to change all of the above several times**

Stay cool and make it happen!



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Questions for the Meet Referee:

- Who's your AR and deck team?
- How many CJ's do you want?
- Do you plan to have any team meetings?
- What's the officials' sign-up process?
- What level of deck aerobics would you like?

Questions for the Admin Referee:

- Do you have an assistant(s)?
- Do you have a printed set of admin protocols?
- What help do you need from the CJ's?

Prepare a Plan for Meet

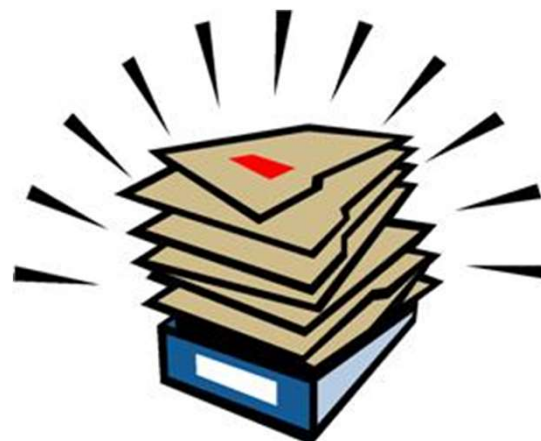
- Read the meet announcement
- Do I need help? Is this my first time? Gotta find a veteran!
- What forms do I need?
- How will I get the on-line sign-ups from the MR?
- I need admin rights to OTS!
- How sophisticated will the officials' meetings be?

Staff your team

- I've done this before....Gotta find some veteran help!
- Who are the advancing officials that would appreciate the experience?

Communicate early and often!

Expect to change all of the above several times....Stay cool and make it happen!





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Pre-meet Responsibilities - 1 of 4:

Managing of officials check-in & session attendance

- Smile & give a “warm welcome!”
- May include checking of credentials
- ✓ May be done prior to meet with advanced sign-ups
- Request each official’s planned total meet sessions (helps plan session staffing)

Stroke and Turn Officials Briefing:

- Depending upon the Meet Referee, sticking closely or not to the USA-S script
- May use a Q&A format for later in the meet – Making it different and relaxed is **OK!**

Jurisdiction and Protocol

- Turn judges
 - Last stroke in thru to the heads-up?
 - Last stroke in, plus 1st stroke (or stroke cycle) out?
- Stroke judges
 - Wall-to-wall (i.e. Overlapping with S&T)
- Lead-Lag being used? (See Appendix for more detailed explanation)
- Positioning for 15 meter mark



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Pre-meet Responsibilities – 2 of 4:

- **When to sit/stand**
 - **Short whistles or long whistle? How far is the walk? Is there a step/bulkhead?**
 - **Freestyle protocol – Judge from the corners and stand when they're in your jurisdiction**
- **Sitting and Standing position**
 - **Feet flat and legs together, no slouching, hands behind back, hands free of stuff**
- **How to make a call – Raise it like you mean it**
- **What to do until Chief Judge responds to your call – keep judging**

Equipment:

▪Radios

- **All appropriate officials should have working radios delivered to them before each session**
 - **Meet Referee, Deck Referee(s), Admin Referee(s), evaluators and fellow Chief Judges**
- **Check the radios before distributing, ensure required radios are fully charged, labeling, headset type**
- **Conduct “radio check” at some point after distribution and prior to the session start**

▪Heat sheets

- **All appropriate officials should have up-to-date heat sheets before the meet**
 - **Work with your Admin Referee to establish what the heat sheet format(s) will be**
 - ✓ **Lead team – 2 column continuous, 2 column per event, closeout requirements**
 - ✓ **Clip boards – Labeled, DR, SR, OOF**



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Pre-meet Responsibilities – 3 of 4:

Equipment (cont'd):

- **Timers - make sure they have necessary documents and supplies**
 - **Split recording sheet(s) “count sheets” for distance events**
 - **Stop watches**
 - **Sharpened pencils**
 - **Credentials**
 - **Lap counters have been located and are in place at the appropriate time**
 - **Bells, for distance events, are in place at the appropriate time**
 - **Are 8 (10) available plus extras?**
 - **Who’s ringing?**
 - **Forms to be used are in proper amount and place; coordinated with Admin Ref**
 - **Heat sheets**
 - **DQ slips**
 - **Relay T/O slips**
 - **Declared False Start (DFS)**
 - **No-show slips**
 - **Reseed slips**
- } These forms are typically no longer used!



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Pre-meet Responsibilities – 4 of 4

- **Stroke and Turn position assignments:**
 - **Prepare and present assignment sheet (see Appendix)**
 - **Copies are made and distributed to key personnel prior to start of meet**
 - **Determine how many chairs (at start end) will be used**
 - **If 3 chairs to be used.**
 - **Right chair – turn judge/button**
 - **Center chair – recorder/button/bell**
 - **Left chair – watch/button/relay T/O**
 - **If less than 3, must assign duties as needed**
 - **Are relief / reserve officials available? How will they be assigned?**
 - **Rotate positions from session to session**
 - **Have next sessions assignments ready before the end of current session...if possible.**
 - **Determines officials to be used for relay T/Os, and prepares slips**
 - **May have to use off-duty refs or starters, but only as a last resort**
 - **Check the status of respective quadrants/officials**
 - **Just prior to the start of the first event, use the radio to announce:**
 - **(EXAMPLE) Officials at start end, lanes 1 thru 4, all in position**



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During the Meet Responsibilities



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During the Meet Responsibilities - 1 of 6:

- **Chief Judge positions on deck**
 - **Unobtrusive in the corners of the pool with a clear view of assigned officials**
 - **Start end lane 1**
 - **Start end lane 8 (10)**
 - **Turn end lane 1**
 - **Turn end lane 8 (10)**

- **Responsibilities include:**
 - **Observing Stroke and Turn officials in their respective quadrants**
 - **Shared responsibility for the Stroke Judges**
 - **Make sure officials are observing proper protocol**
 - **Make sure officials are attentive**





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During the Meet Responsibilities - 2 of 6:

Responding to a raised hand – Part 1

Note: see Appendix for detailed examples

- **Use the Radio to announce:**
 - **Possible disqualification turn end, lanes 1 thru 4**
 - **Possible disqualification stroke judge Lane 8 side**
- **Upon arrival at the officials position, inquire as to which lane?**
- **Use the Radio to promptly announce:**
 - **Lane ____**
 - **So that the swimmer can be held, by your fellow CJ, pending confirmation of the call**
- **Question official as to the call:**
 - **What is your jurisdiction?**
 - **What did you observe?**
 - **What rule was violated?**
- **Make sure the official is confident of their call and ask questions as necessary for clarification**
- **Make sure you are confident in the details provided by the official**



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During the Meet Responsibilities - 3 of 6:

Responding to a raised hand – Part 2

- Use the Radio to announce:
 - **Event #, Heat #, Lane #, The call is non-simultaneous touch, 1st turn**
 - Do not elaborate at this time
- Your call should include a recommendation:
 - **I recommend acceptance**
- OR
- **I do it recommend acceptance**
- Chief Judge should step away from Stroke and Turn official
 - Per USAS recommendation dated 06/2012
- The referee may;
 - Ask for more clarification
 - Follow the Chief Judge's recommendation – Stating: **The call is accepted**
 - Ask to speak to the Chief Judge face-to-face – Stating: **I need further discussion**
 - **The preference at this point is to have another deck referee step in for the active deck referee to have the discussion or the CJ has to approach the deck referee**



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During the Meet Responsibilities - 4 of 6:

Responding to a raised hand – Part 3

Upon acceptance of a disqualification by the deck referee, the Chief Judge completes the Disqualification Report (DQ):

- Enter the Event, Heat, Lane, swimmer/relay team's name and team abbreviation
- Identify stroke (Butterfly, Breaststroke, etc.)
 - Or other: False start, DFS, DNF, etc.
- Place a mark for: Start, Swim, Turn, Finish
 - **Note: See Appendix for detailed example**
- Mark the infraction with an "X" or "✓"
 - NOTE: If the swim is more than 2 lengths, write the turn number on YOUR heat sheet and NOT the DQ
- If the infraction is not listed, write it next to "other" and use the rulebook terminology
- Refrain from making any other marks or writing additional information on the slip
- 100% accuracy is the goal, if you make a significant mistake – prepare a new DQ
- The official making the call prints their name in the JUDGE field
- The Chief Judge may initial next to the official's name
- Deliver the DQ to the Deck Referee who prints their name in the REFEREE field
 - Deck Referee marks SWIMMER or COACH notified as appropriate

The image shows a 'USA SWIMMING DISQUALIFICATION REPORT' form. It is a vertical slip of paper with various fields for recording a disqualification. The fields include: EVENT, HEAT, LANE, STROKE (with options for Butterfly, Breaststroke, Freestyle, Backstroke, and Relay), and a section for 'OTHER' with a line for 'Description of Infraction'. There are also fields for 'JUDGE' and 'REFEREE' with lines for names and initials. The form is tilted slightly to the right.



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During meet responsibilities – 5 of 6:

- Start-end Chief Judge is to hold the swimmer(s) – based on protocol until the DQ is confirmed by the deck referee and then informs swimmer of the infraction
- Chief Judge uses radio to announce: **Swimmer in lane __ has been informed of the disqualification**
- Start Area Chief Judge:
 - VERY busy assignment – based on meet protocol
NOTE: The more common protocol at today's meets do not utilize some of the "forms" described below, but are annotated on either the DR or SR heat sheets, or both, also the SACJ should be recording all NS and DFS
 - Fills out "No Show" slips for swimmers missing heats
 - Anticipating no-shows at Finals and readies/places alternates without delaying meet
 - Fills out DQ slips for swimmers missing finals
 - Fills out on-deck change forms if necessary
 - Fills out confirmed false start slips and hands to the Starter, ensures deck referee signs, athlete notified and DQ delivered to admin
 - Fills out, (or holds), "Declared False Start" (DFS) slips, if necessary
 - Hands completed slips (no-shows, DQ, DFS, etc.) to DR for signature as they occur
 - Observes timers and/or works with the Chief/Head Timer so adequate coverage is maintained
- All Chief Judges may have to rotate to another's area to help out should multiple disqualifications/issues occur at the same time in a quadrant – be flexible!



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During meet responsibilities – 6 of 6:

Relays

- The Chief Judge is responsible for Relay Take Off Judge assignments
 - May include one or more Chief Judges and varies based on meet protocol...example:
 - 2 on each side of the pool covering half of the pool
 - 1 on each side with 1 within the Block/Lane area covering respective halves
- Prepare and distributes the Relay Take-Off (RTO) form to the appropriate personnel
 - **NOTE: See Appendix for detail**
- After last take off:
 - Each Chief Judges checks with T/O Judges to verify any possible violations
 - Depending on the positioning of the CJ's, when one T/O judge observes an infraction it will require the CJ to check with the opposing T/O judge to confirm the call.
 - In this case, it may be appropriate to announce:
"Possible disqualification, Lane ____" & then proceed to verify the other T/O judges' slip.
 - If the infraction is indicated by both T/O judges, then the Chief Judge announces:
"Confirmed disqualification, lane ____, swimmer # ____"
 - If no confirmation, then Chief Judge uses the radio to announce:
"Lanes 1-4 clear"



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Post-Meet and Mentoring Responsibilities



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After meet responsibilities:

- **Dismiss and thank officials once permission is granted by Deck Referee**
- **Pick up all supplies used including; clipboards, radios, stopwatches, etc.**
- **Collect Deck Referee and Starter heat sheets and hand into administrative area**
- **Determine needs - if any - for Time Trials**
- **Help set up clipboards for next session**
- **Regroup back at the officials' briefing room to review any unusual issues, good or bad, what do we need to change?**

- **Additional responsibilities:**
 - **Meet Referee may ask the Chief Judge to track sessions worked by officials for purposes of distributing meet shirts**
 - **Make sure radio protocol is maintained throughout meet**
 - **Off radio communications can be initiated by using the radio to announce:**
 - **“Official’s name” may I meet you at the Admin table?**



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What is a Mentor?

- 1. a wise and trusted counselor or teacher.**
- 2. an influential senior sponsor or supporter**

One of the most overlooked roles of the Chief Judge is that of mentor

- When does it begin?**
- Why is it needed?**
- What does it consist of & what does it require of the Chief Judge?**
- Consists of five basic people skills:**
 - Patience**
 - Encouragement**
 - Listening**
 - Questioning**
 - Feedback**



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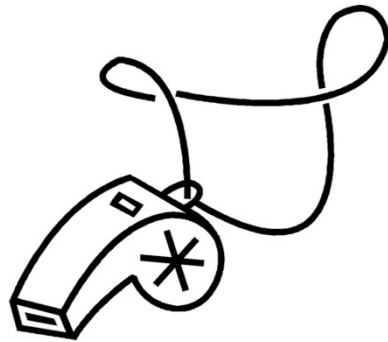
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Mentoring of: Apprentice Chief Judges!

- **Ensure that the apprentices are full participants**
 - **Let them participate in the pre-session briefing**
 - **Stroke briefing**
 - **Assignments**
 - **Jurisdiction & protocol**
 - **Equipment**
 - **Have them participate in the questioning of the judges**
 - **Let them call in the calls**
 - **Use of radios mandatory**
 - **Let them fill out the DQ slips**

They are NOT to be used simply as “runners”!

Thank you!
See you on deck!





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Appendix



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Understanding the USA Swimming Disqualification Form



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Disqualification Report – JULY 2019

USA SWIMMING DISQUALIFICATION REPORT

EVENT # _____ HEAT _____ LANE _____

SWIMMER _____ TEAM _____

BUTTERFLY START _____ SWIM _____ TURN _____ FINISH _____

KICK: ALTERNATING (1A) _____ BREAST (1B) _____ SCISSORS (1C) _____

ARMS: NON-SIMULTANEOUS (1E) _____ UNDERWATER RECOVERY (1F) _____

TOUCH: ONE HAND (1J) _____ NOT SEPARATED (1H) _____

NON-SIMULTANEOUS (1L) _____ NO TOUCH (1K) _____

NOT TOWARD THE BREAST OFF WALL (1M) _____

HEAD DID NOT BREAK SURFACE BY 15m (1N) _____ RE-SUBMERGED (1R) _____

OTHER (1T): _____

BACKSTROKE START _____ SWIM _____ TURN _____ FINISH _____

NO TOUCH AT TURN (2I) # _____

PAST VERTICAL AT TURN:

DELAY INITIATING ARM PULL (2S) _____ DELAY INITIATING TURN (2T) _____

MULTIPLE STROKES (2U) _____

TOES OVER LIP OF GUTTER AFTER THE START (2P) _____

HEAD DID NOT BREAK SURFACE BY 15m (2N) _____ RE-SUBMERGED (2R) _____

NOT ON BACK OFF WALL (2K) _____

SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) _____

OTHER (2T): _____

BREASTSTROKE START _____ SWIM _____ TURN _____ FINISH _____

KICK: ALTERNATING (3A) _____ BUTTERFLY (3C) _____ SCISSORS (3D) _____

ARMS: PAST HIPLINE (3E) _____ NON-SIMULTANEOUS (3F) _____

TWO STROKES UNDER (3G) _____ NOT IN SAME HORIZONTAL PLANE (3H) _____

ELBOWS RECOVERED OVER WATER (3I) _____

TOUCH: ONE HAND (3J) _____ NOT SEPARATED (3N) _____

NON-SIMULTANEOUS (3L) _____ NO TOUCH (3K) _____

NOT TOWARD THE BREAST OFF WALL (3M) _____

CYCLE: KICK BEFORE PULL (3Q) _____ HEAD NOT UP (3P) _____

DOUBLE PULLS/KICKS (3S) _____

OTHER (3T): _____

FREESTYLE

NO TOUCH AT TURN (4K) # _____

HEAD DID NOT BREAK SURFACE BY 15m (4N) _____ RE-SUBMERGED (4C) _____

INDIVIDUAL MEDLEY

STROKE INFRACTION(S) # _____ OUT OF SEQUENCE (5P) _____

FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE _____

RELAYS

STROKE INFRACTION: (61-64) # _____ SWIMMER # _____

EARLY TAKE OFF SWIMMER (66-68) # _____

CHANGED ORDER (6P): SWIMMER _____ STROKE _____

OTHER (6T): _____

MISCELLANEOUS

FALSE START (7O) _____ DECLARED FALSE START (7P) _____

DID NOT FINISH (7Q) _____ DELAY OF MEET (7R) _____

OTHER (7S-Z): _____

JUDGE: _____
(print name clearly)

REFEREE: _____
(print name clearly)

NOTIFIED: _____ SWIMMER _____ COACH

rev. (7/19)

Sequence of strokes in IM sequence.



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Start, Swim, Turn or Finish...when or where does a call take place?

USA SWIMMING DISQUALIFICATION REPORT

EVENT # _____ HEAT _____ LANE _____
SWIMMER _____ TEAM _____

BUTTERFLY START _____ SWIM _____ TURN _____ FINISH _____
KICK: ALTERNATING (1A) _____ BREAST (1B) _____ SCISSORS (1C) _____
ARMS: NON-SIMULTANEOUS (1E) _____ UNDERWATER RECOVERY (1F) _____
TOUCH: ONE HAND (1J) _____ NOT SEPARATED (1H) _____
NON-SIMULTANEOUS (1L) _____ NO TOUCH (1K) _____
NOT TOWARD THE BREAST OFF WALL (1M) _____
HEAD DID NOT BREAK SURFACE BY 15m (1N) _____ RE-SUBMERGED (1R) _____
OTHER (1T): _____

BACKSTROKE START _____ SWIM _____ TURN _____ FINISH _____
NO TOUCH AT TURN (2I) # _____
PAST VERTICAL AT TURN: _____
DELAY INITIATING ARM PULL (2S) _____ DELAY INITIATING TURN (2T) _____
MULTIPLE STROKES (2U) _____
TOES OVER LIP OF GUTTER AFTER THE START (2P) _____
HEAD DID NOT BREAK SURFACE BY 15m (2N) _____ RE-SUBMERGED (2R) _____
NOT ON BACK OFF WALL (2K) _____
SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) _____
OTHER (2T): _____

BREASTSTROKE START _____ SWIM _____ TURN _____ FINISH _____
KICK: ALTERNATING (3A) _____ BUTTERFLY (3C) _____ SCISSORS (3D) _____
ARMS: PAST HORIZONTAL (3E) _____ NON-SIMULTANEOUS (3F) _____
TWO STROKES UNDER (3G) _____ NOT IN SAME HORIZONTAL PLANE (3H) _____
ELBOWS RECOVERED OVER WATER (3I) _____
TOUCH: ONE HAND (3J) _____ NOT SEPARATED (3N) _____
NON-SIMULTANEOUS (3L) _____ NO TOUCH (3K) _____
NOT TOWARD THE BREAST OFF WALL (3M) _____
CYCLE: KICK BEFORE PULL (3O) _____ HEAD NOT UP (3P) _____
DOUBLE PULLS/KICKS (3S) _____
OTHER (3T): _____

FREESTYLE
NO TOUCH AT TURN (4K) # _____
HEAD DID NOT BREAK SURFACE BY 15m (4N) _____ RE-SUBMERGED (4C) _____

INDIVIDUAL MEDLEY
STROKE INFRACTION(S) # _____ OUT OF SEQUENCE (5P) _____
FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE _____

RELAYS
STROKE INFRACTION: (61-64) # _____ SWIMMER # _____
EARLY TAKE OFF SWIMMER (66-68) # _____
CHANGED ORDER (6P): SWIMMER _____ STROKE _____
OTHER (6T): _____

MISCELLANEOUS
FALSE START (7O) _____ DECLARED FALSE START (7P) _____
DID NOT FINISH (7Q) _____ DELAY OF MEET (7R) _____
OTHER (7S-Z): _____

JUDGE: _____
(print name clearly)

REFEREE: _____
(print name clearly)

NOTIFIED: _____ SWIMMER _____ COACH _____

rev. (7/19)

The start is:

- from the point the swimmers leave the blocks until the swimmer's head is up.

The swim is:

- from the point the head is up until the swimmer initiates the turning motion.

The turn is:

- from the initiation of the turn, last stroke in/continuous turning action, until the head is up.

The finish is:

- the last stroke in/finish move at the finish.

Steve Lottes – Olympic Trials Chief Judge 10/15/2012



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The form incorporates the disqualification codes used in Meet Manager*

* The Administrative System most commonly used in USAS meets

USA SWIMMING DISQUALIFICATION REPORT

EVENT # _____ HEAT _____ LANE _____

SWIMMER _____ TEAM _____

BUTTERFLY START _____ SWIM _____ TURN _____ FINISH _____

KICK: ALTERNATING (1A) _____ BREAST (1B) _____ SCISSORS (1C) _____

ARMS: NON-SIMULTANEOUS (1E) _____ UNDERWATER RECOVERY (1F) _____

TOUCH: ONE HAND (1J) _____ NOT SEPARATED (1H) _____

NON-SIMULTANEOUS (1L) _____ NO TOUCH (1K) _____

NOT TOWARD THE BREAST OFF WALL (1M) _____

HEAD DID NOT BREAK SURFACE BY 15m (1N) _____ RE-SUBMERGED (1R) _____

OTHER (1T): _____





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RELAY TAKE-OFF FORM

- Pre-mark the EVENT and HEAT and PRINT your name
- Mark the form to show your assigned lanes
- Mark the form to show your position as SIDE or LANE judge
- Complete the entire form for the lanes assigned
 - Circle or place an X over the swimmer number
 - X = Early Take-Off
 - O = Legal Take-Off
- Do not converse prior to heat completion
- Once last swimmer leaves the blocks
 - each official shows their form to their partner**OR**
 - each official hands the forms to the Chief Judge
 - Chief Judge will radio the violation

USA Swimming
Relay Take Off Judge
EVENT# _____ HEAT# _____
(Circle one: SIDE or LANE)
Swimmer Number

Lane 1	2	3	4
Lane 2	2	3	4
Lane 3	2	3	4
Lane 4	2	3	4
Lane 5	2	3	4
Lane 6	2	3	4
Lane 7	2	3	4
Lane 8	2	3	4

Signature _____



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Examples for using radios in response to a “raised hand”

Note:

In most cases, the Meet Referee and/or the team lead Chief Judge will provide the preferred radio protocol for each meet. The following are just training examples of a radio exchange.

EXAMPLE 1/3: 100Y BUTTERFLY

A Stroke and Turn (S&T) Judge covering turn lanes 5-8 raises their hand....

Turn End Chief Judge (TECJ) announces on the radio:

❖ Possible disqualification Turn end Lanes 5 thru 8

- TECJ walks towards the S&T judge's position
- TECJ asks S&T: "What Lane"?
- S&T responds: "Lane 6."

TECJ announces on the radio:

❖ Possible disqualification in Lane 6

- Start End Chief Judge (SECJ) moves into S&T position
- TECJ and ST judge step to side of pool
- TECJ converses with the S&T away from the immediate competition area regarding the observation
- S&T recounts the jurisdiction, the observation and the violation
- TECJ takes a few steps away from the S&T
- S&T returns to position
- SECJ returns to position

TECJ announces on the radio:

❖ Possible disqualification in Event 54, Heat 3, Lane 6

❖ One hand-touch at turn 3, right hand only

❖ I recommend acceptance of the disqualification

Deck Referee (DR) announces on the radio:

❖ Event 54, Heat 3, Lane 6. One hand touch, right hand only. I accept the disqualification

- TECJ fills out the DQ report
- S&T signs the DQ report
- TECJ initials next to the S&T
- TECJ brings/sends it to the DR
- SECJ speaks to the swimmer when the swimmer exits the pool:
 - ❖ You were observed performing a one-hand touch at turn 3, you have disqualified yourself from this event
 - ❖ Any questions you or your coach may have should be directed to the Deck Referee."

SECJ: announces on the radio

❖ Event 54, Heat 3, Lane 6 athlete notified

USA SWIMMING DISQUALIFICATION REPORT

EVENT # **54** HEAT **3** LANE **3**
SWIMMER **Swimmer** TEAM **XYZ**

BUTTERFLY START ___ SWIM ___ TURN ___ FINISH ___
KICK: ALTERNATING (1A) ___ BREAST (1B) ___ SCISSORS (1C) ___
ARMS: NON-SIMULTANEOUS (1E) ___ UNDERWATER RECOVERY (1F) ___
TOUCH: ONE HAND (1J) **X** NOT SEPARATED (1H) ___
NON-SIMULTANEOUS (1L) ___ NO TOUCH (1K) ___
NOT TOWARD THE BREAST OFF WALL (1M) ___
HEAD DID NOT BREAK SURFACE BY 15m (1N) ___ RE-SUBMERGED (1R) ___
OTHER (1T): _____

BACKSTROKE START ___ SWIM ___ TURN ___ FINISH ___
NO TOUCH AT TURN (2I) # ___
PAST VERTICAL AT TURN:
DELAY INITIATING ARM PULL (2S) ___ DELAY INITIATING TURN (2T) ___
MULTIPLE STROKES (2U) ___
TOES OVER LIP OF GUTTER AFTER THE START (2P) ___
HEAD DID NOT BREAK SURFACE BY 15m (2N) ___ RE-SUBMERGED (2R) ___
NOT ON BACK OFF WALL (2K) ___
SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) ___
OTHER (2T): _____

BREASTSTROKE START ___ SWIM ___ TURN ___ FINISH ___
KICK: ALTERNATING (3A) ___ BUTTERFLY (3C) ___ SCISSORS (3D) ___
ARMS: PAST HIPLINE (3E) ___ NON-SIMULTANEOUS (3F) ___
TWO STROKES UNDER (3G) ___ NOT IN SAME HORIZONTAL PLANE (3H) ___
ELBOWS RECOVERED OVER WATER (3I) ___
TOUCH: ONE HAND (3J) ___ NOT SEPARATED (3N) ___
NON-SIMULTANEOUS (3L) ___ NO TOUCH (3K) ___
NOT TOWARD THE BREAST OFF WALL (3M) ___
CYCLE: KICK BEFORE PULL (3Q) ___ HEAD NOT UP (3P) ___
DOUBLE PULLS/KICKS (3S) ___
OTHER (3T): _____

FREESTYLE
NO TOUCH AT TURN (4K) # ___
HEAD DID NOT BREAK SURFACE BY 15m (4N) ___ RE-SUBMERGED (4C) ___

INDIVIDUAL MEDLEY
STROKE INFRACTION(S) # ___ OUT OF SEQUENCE (5P) ___
FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE ___

RELAYS
STROKE INFRACTION: (61-64) # ___ SWIMMER # ___
EARLY TAKE OFF SWIMMER (66-68) # ___
CHANGED ORDER (6P): SWIMMER ___ STROKE ___
OTHER (6T): _____

MISCELLANEOUS
FALSE START (7O) ___ DECLARED FALSE START (7P) ___
DID NOT FINISH (7Q) ___ DELAY OF MEET (7R) ___
OTHER (7S-Z): _____

JUDGE: **Stroke & Turn Judge /TECJ**
(print name clearly)

REFEREE: **Deck Referee**
(print name clearly)

NOTIFIED: **X** SWIMMER ___ COACH

rev. (7/19)

EXAMPLE 2/3: 50Y FREESTYLE

A false start is observed by the starter, the starter indicates the observation to the Deck Referee...


Deck Referee (DR) announces on the radio:

❖ **Event 54, Heat 3, Lane 6, False Start**

- Start End Chief Judge (SECJ) walks to Lane 6
- Start Area Chief Judge (SACJ) prepares Disqualification Report (DQ)
- Starter signs the DQ
- SACJ brings the DQ to the Referee, DR signs and SACJ delivers the DQ to the Administration area
- SECJ speaks to the swimmer when the swimmer exits the pool:
 - ❖ You were observed in a false start, you have disqualified yourself from this event
 - ❖ Any questions you or your coach may have should be directed to the Referee."

SECJ: announces on the radio

❖ **Event 54, Heat 3, Lane 6, athlete notified`**

 **DISQUALIFICATION REPORT**

EVENT # **54** HEAT **3** LANE **3**
SWIMMER **Swimmer** TEAM **XYZ**

BUTTERFLY START ___ SWIM ___ TURN ___ FINISH ___
KICK: ALTERNATING (1A) ___ BREAST (1B) ___ SCISSORS (1C) ___
ARMS: NON-SIMULTANEOUS (1E) ___ UNDERWATER RECOVERY (1F) ___
TOUCH: ONE HAND (1J) ___ NOT SEPARATED (1H) ___
NON-SIMULTANEOUS (1L) ___ NO TOUCH (1K) ___
NOT TOWARD THE BREAST OFF WALL (1M) ___
HEAD DID NOT BREAK SURFACE BY 15m (1N) ___ RE-SUBMERGED (1R) ___
OTHER (1T): _____

BACKSTROKE START ___ SWIM ___ TURN ___ FINISH ___
NO TOUCH AT TURN (2I) # _____
PAST VERTICAL AT TURN: _____
DELAY INITIATING ARM PULL (2S) ___ DELAY INITIATING TURN (2T) ___
MULTIPLE STROKES (2U) ___
TOES OVER LIP OF GUTTER AFTER THE START (2P) ___
HEAD DID NOT BREAK SURFACE BY 15m (2N) ___ RE-SUBMERGED (2R) ___
NOT ON BACK OFF WALL (2K) ___
SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) ___
OTHER (2T): _____

BREASTSTROKE START ___ SWIM ___ TURN ___ FINISH ___
KICK: ALTERNATING (3A) ___ BUTTERFLY (3C) ___ SCISSORS (3D) ___
ARMS: PAST HIPLINE (3E) ___ NON-SIMULTANEOUS (3F) ___
TWO STROKES UNDER (3G) ___ NOT IN SAME HORIZONTAL PLANE (3H) ___
ELBOWS RECOVERED OVER WATER (3I) ___
TOUCH: ONE HAND (3J) ___ NOT SEPARATED (3N) ___
NON-SIMULTANEOUS (3L) ___ NO TOUCH (3K) ___
NOT TOWARD THE BREAST OFF WALL (3M) ___
CYCLE: KICK BEFORE PULL (3Q) ___ HEAD NOT UP (3P) ___
DOUBLE PULLS/KICKS (3S) ___
OTHER (3T): _____

FREESTYLE
NO TOUCH AT TURN (4K) # _____
HEAD DID NOT BREAK SURFACE BY 15m (4N) ___ RE-SUBMERGED (4C) ___

INDIVIDUAL MEDLEY
STROKE INFRACTION(S) # _____ OUT OF SEQUENCE (5P) ___
FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE _____

RELAYS
STROKE INFRACTION: (61-64) # _____ SWIMMER # _____
EARLY TAKE OFF SWIMMER (66-68) # _____
CHANGED ORDER (6P): SWIMMER _____ STROKE _____
OTHER (6T): _____

MISCELLANEOUS
FALSE START (7O) **X** DECLARED FALSE START (7P) ___
DID NOT FINISH (7Q) ___ DELAY OF MEET (7R) ___
OTHER (7S-Z): _____

JUDGE: **Starter** _____
(print name clearly)

REFEREE: **Deck Referee** _____
(print name clearly)

NOTIFIED: **X** SWIMMER _____ COACH _____

rev. (7/19)

EXAMPLE 3/3: 200Y BACKSTROKE

A Stroke and Turn (S&T) Judge covering start lanes 5-8 raises their hand....

Start End Chief Judge (SECJ2) announces on the radio:

❖ **Possible disqualification Start end Lanes 5 thru 8**

- SECJ2 walks towards the S&T judge's position
- SECJ2 asks S&T: "What Lane"?
- S&T responds: "Lane 6."

SECJ2 announces on the radio:

❖ **Possible disqualification in Lane 6**

- SECJ1 stays in position
- SECJ2 asks ST: What did you see?
- S&T states: Swimmer missed the wall at turn 2. He did not get any push off from the wall
- SECJ2 questions the S&T: Did you see a gap between the swimmer's toes and wall?
- S&T responds: With water reflection and waves I could not clearly see the feet. The swimmer did not appear to push off the wall
- SECJ2 further questions: Just bear with me, one more time. Did you see the swimmer's feet?
- S&T responds: I could not see the feet
- SECJ2 responds: Thank you...and steps back from the edge of the pool.

SECJ2 announces on the radio:

❖ **Possible disqualification in Event 62, Heat 1, Lane 2. Swimmer missed the wall on Turn 2. I need further discussion.**

Deck Referee (DR) announces on the radio:

❖ **Event 62, Heat 1, Lane 2. Missed wall on turn. I understand you have concerns. What is your concern?"**

SECJ2 recounts on the radio:

❖ **Because of water reflection, the official could not see the feet relative to the wall. The call was made based solely on the appearance of no push off from the wall. It is possible the swimmer's toes could have brushed the wall**

DR responds on the radio:

❖ **"I accept your concern. The disqualification is not allowed."**

- SECJ2 informs the S&T of the disallowed disqualification
- SECJ2 mentors the official at the end of the session



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Radio Helpful Hints:

If assigned “Radio” responsibility by Team Lead Chief Judge:

- Hand out radios prior to each session
- Collect radios at the end of each session
- Remember the invigilators and evaluators
- Make sure that radios are in a secure location between sessions
- Make sure radios are charging when not in use
- Conduct a radio check prior to each session

When using a radio during the meet:

- Depress the “TALK” button and pause a second before speaking
- Hold the microphone feature away from your lips when speaking
- Speak slowly and distinctly



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LEAD-LAG STROKE JUDGING

- Lead-Lag Stroke Judging uses two judges walking on each side of the pool
- This method insures more consistent observation of all swimmers
- 1 or 2 ? If you have 1 or 2 athletes = 1 stroke judge; If you have 3 or 4 athletes = both judges

How does it work?

- For wall-to-wall jurisdiction, the lead judge starts at the 15m mark
- The lag judge is positioned at the start-end flags
 - For breast, both judges start at or about the flags
- As the heat begins, the lag judge watches the initial strokes and kicks
- The lead judge observes that the swimmers conform to the 15m rule
- Once the swimmers have all passed the 15m mark, both judges follow them down the course, observing strokes and kicks.
- The two judges separate as to maintain balanced observation of their half of the pool
 - The lead judge observes the lead swimmer(s)
 - The lag judge observes the remainder of the group
- Approaching the turn end of the pool, the lag judge stops at the turn end 15m mark
- The lead judge continues observing into the turn and the initial actions of the next leg
- The lag judge then becomes the lead and the lead judge becomes lag.
- This continues until the race finishes.

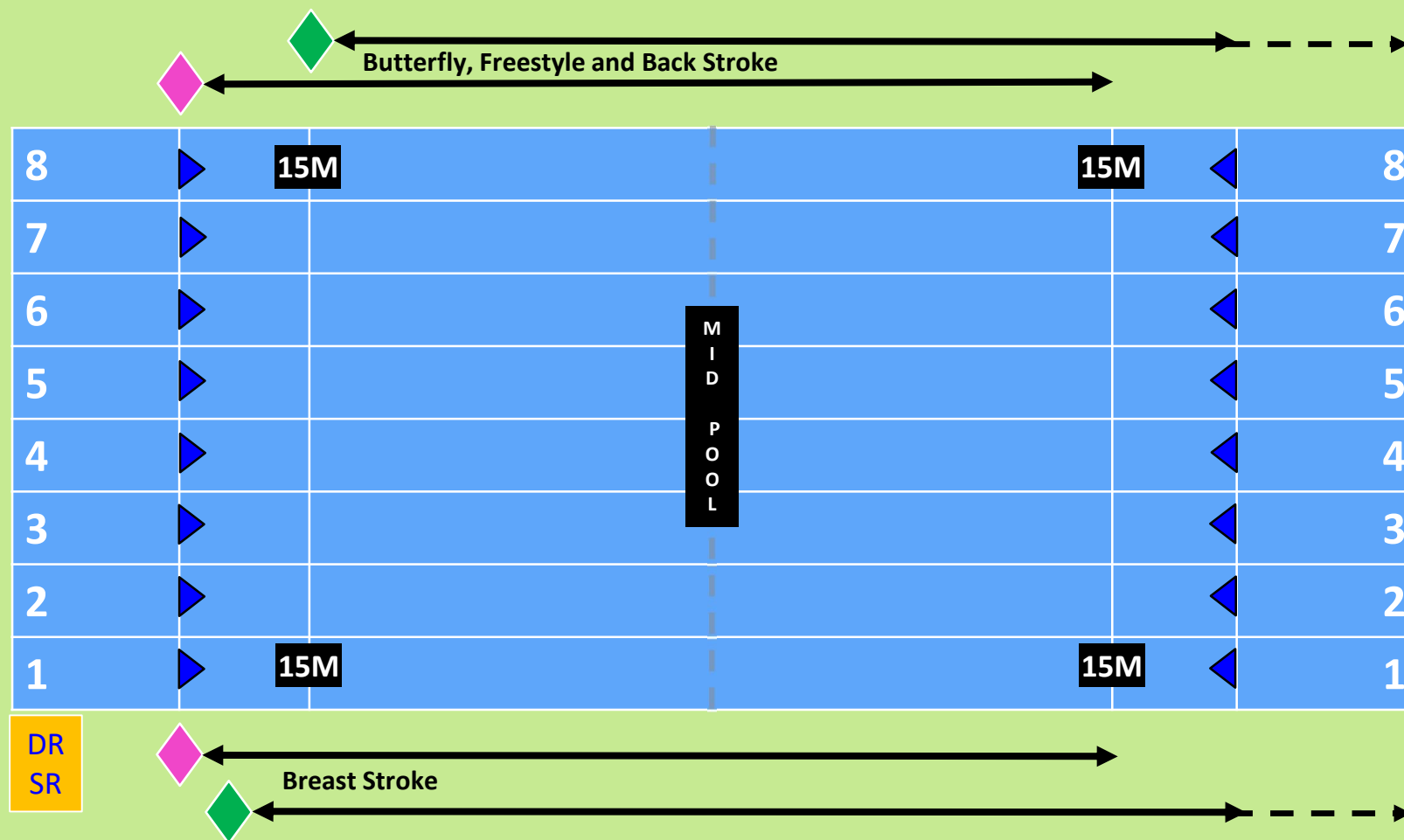


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Basic Stroke Protocol

Note: The Meet Referee will communicate their preferred protocol for stroke to the Team Lead Chief Judge based on the type of meet, number of officials and pool configuration (such as ladders, life guard stands and other obstacles).





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A detailed look at Stroke Officiating Protocol

Note: The Meet Referee will communicate their preferred protocol for stroke to the Team Lead Chief Judge based on the type of meet, number of officials and pool configuration (such as ladders, life guard stands and other obstacles).

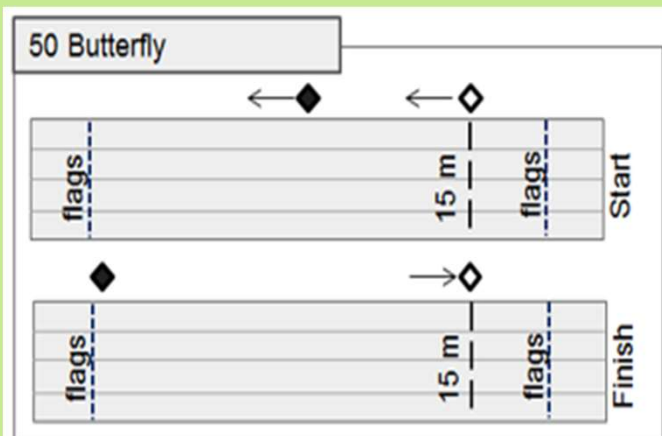


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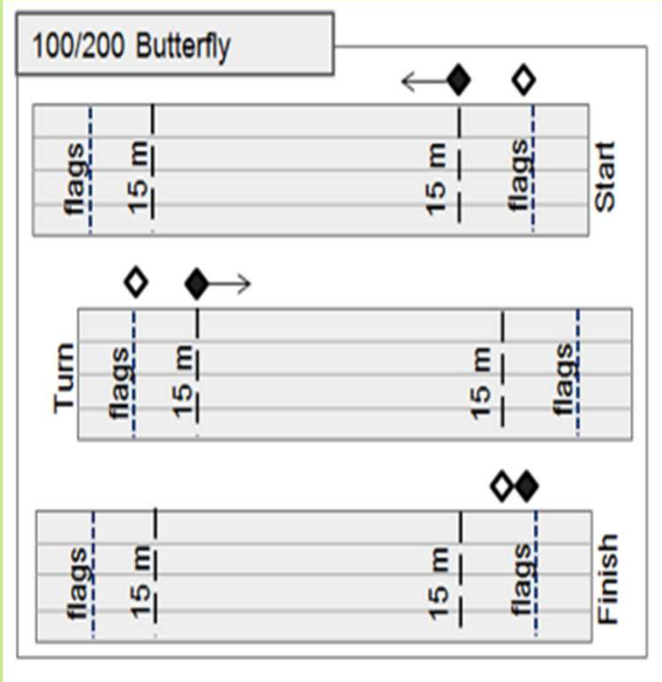


Jurisdiction and Deck Protocols



50 Butterfly

At Start: LEAD is mid-pool, LAG observes 15m mark then follows behind feet of last swimmer to mid-pool.



100/200 Butterfly

At Start: LEAD is at 15m, LAG is near flags. LEAD observes 15m mark, then follows behind feet of 2nd swimmer. LAG follows behind feet of last swimmer.

At Turn: LEAD walks to flags at turn end, then stops at 15m mark – ready for the next heat at 15M mark

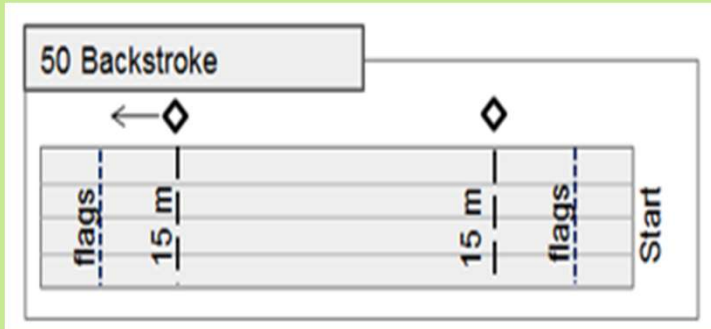


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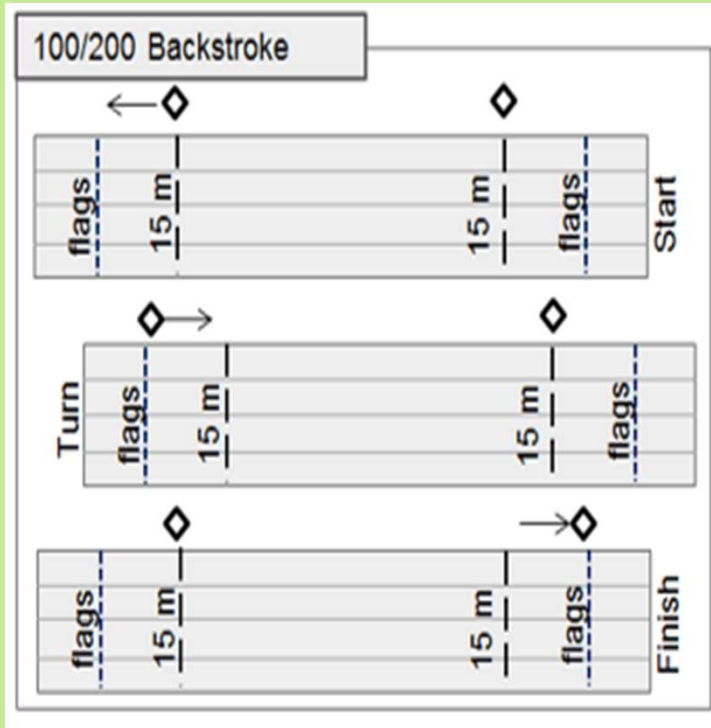
◆ - Lead
◇ - Lag

Jurisdiction and Deck Protocols



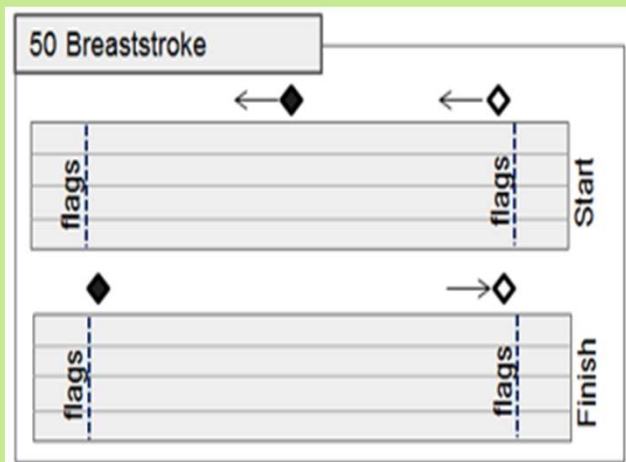
ALL Backstroke (SC & LC)

Stroke judges stand at the two 15m marks and walk between 15m mark and flags to observe turns and finishes for their respective ends of the pool.





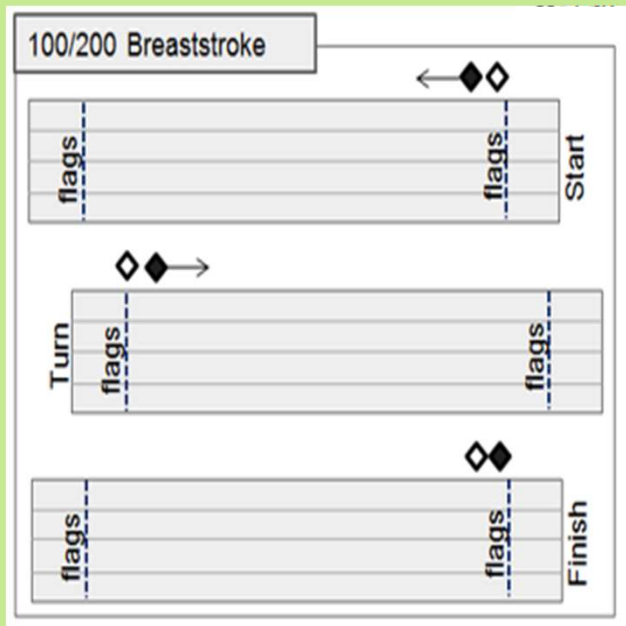
Jurisdiction and Deck Protocols



50 Breaststroke

At Start: LEAD is mid-pool, LAG is near flags; Lead walks to turn-end flags, Lag follows behind feet of last swimmer to mid-pool (or 15m mark).

At Finish: LEAD follows behind feet of last swimmer from mid-pool to flags and observes the finish. LAG returns to start-end flags.



100/200 Breaststroke

At Start: LEAD and LAG are near flags. LEAD follows behind feet of 2nd swimmer. LAG follows behind feet of last swimmer.

At Turn: LEAD and LAG walk to flags at turn end. LAG becomes LEAD and follows behind feet of 2nd swimmer. LEAD becomes LAG follows behind feet of last swimmer.

At Finish: LEAD and LAG walk to flags to observe finish.

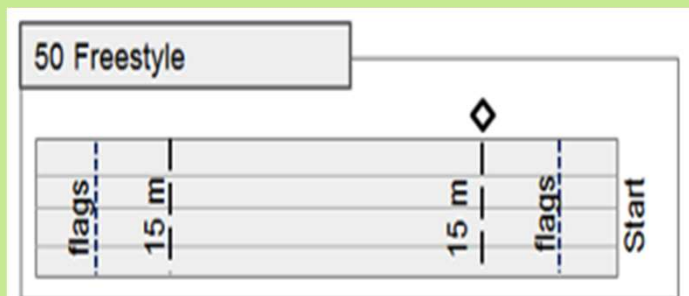


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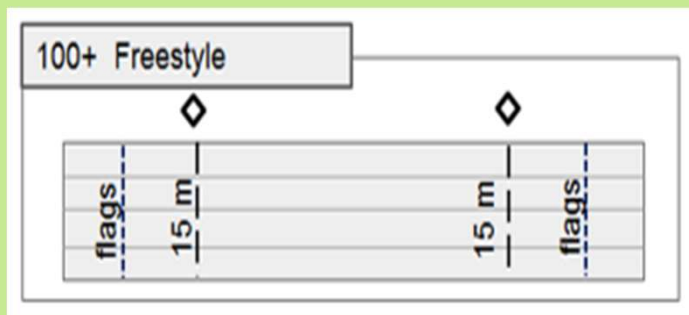


Jurisdiction and Deck Protocols



Freestyle

50m LC- Start end stroke judges stand and observe the start-end 15m mark.



100m LC - Stroke judges stand and observe at both 15m marks.

200(+) - Start-end 15m judges stand for the start, then sit. Turn-end 15m judges stand until swimmers pass turn-end 15m mark, then sit for remainder of race.

NOTE: When two officials are present, each judges all 8 (10) lanes



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Unique Jurisdictions and Deck Protocols

200 Individual Medley

Butterfly: As above, LAG observes 15m mark for start of backstroke

Back: LEAD and LAG walk to Breaststroke start positions to observe Backstroke finish and Breaststroke start

Breaststroke: LEAD and LAG walk flag to flag

Freestyle: Breaststroke LAG observes 15m mark, then returns to Butterfly start positions

400 Individual Medley

Butterfly: As above, LAG observes 15m mark for start of backstroke

Back: LEAD only walks to turn end to observe turn and 15m mark, then returns to Breaststroke start position. **Breaststroke:** LEAD and LAG walk flag to flag

Freestyle: Breaststroke LAG observes 15m mark, then both judges return to Butterfly start positions

Medley Relays

Start in Backstroke Positions, move to Breaststroke start position, then follow LEAD-LAG protocol as above



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EXAMPLES OF FORMS USED BY A CHIEF JUDGE



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DECK ASSIGNMENT SHEET

This is an 8 LANE version that includes TIMERS – it is commonly referred to as the ‘National’ format.

Name of Meet: _____						Session Number: _____	
Deck Officials Assignments: _____ PRELIMS _____ TIMED FINALS _____ FINALS _____ TIME TRIALS							
Meet Referee: _____				Head Starter: _____		Day/Date: _____	
Referees: _____				Starters: _____		Meet Day Number: _____	
Chief Judges: Team Lead Chief Judge: _____							
S/L 1		S/L 8		T/L 1		T/L 8	
Stroke Judges							
S/L 1		S/L 8		T/L 1		T/L 8	
Chief Timers: Lane 1: _____				Lane 8: _____			
START END							
LEFT CHAIR		CENTER CHAIR		RIGHT CHAIR		TURN END	
Ln.	Watch/Button/Relay Take-off		Recorder/Button/Bell		Turn-Finish Judge/Button		Ln.
1							1
2							2
3							3
4							4
5							5
6							6
7							7
8							8
Relief Officials							



NORTH CAROLINA SWIMMING

NCS CHIEF JUDGE CERTIFICATION

DECK ASSIGNMENT SHEET

This is a 10 LANE version – it is considered a ‘non-National’ format.

Meet Name: _____		Session # _____		Date: _____	
Relief Turn End (1 - 5):		Relief Stroke Judge:		Relief Start End (1 - 5):	
C.J.:		Stroke Judge:		C.J.:	
1	Turn Judge:			Turn Judge:	1
2				Turn Judge:	2
3	Turn Judge:			Turn Judge:	3
4				Turn Judge:	4
5	Turn Judge:			Turn Judge:	5
6				Turn Judge:	6
7	Turn Judge:			Turn Judge:	7
8				Turn Judge:	8
9	Turn Judge:			Turn Judge:	9
10				Turn Judge:	10
C.J.:		Stroke Judge:		C.J.:	
Relief Turn End (6 - 10):		Relief Stroke Judge:		Relief Start End (6 - 10):	
		Deck Referee:		Starter:	
		Lead Chief Judge:			

START END



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ON DECK LANE CHANGE FORM

NOTE: The Meet Referee and the Administrative Referee will determine the general use forms on deck

On Deck Lane Change

Name:			
Team:			
MOVE	Event	Heat	Lane
FROM:			
TO:			
SCRATCH			
FROM:			
ADD			
TO:			

Referee _____



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**Questions?
Comments?
Feedback?**

