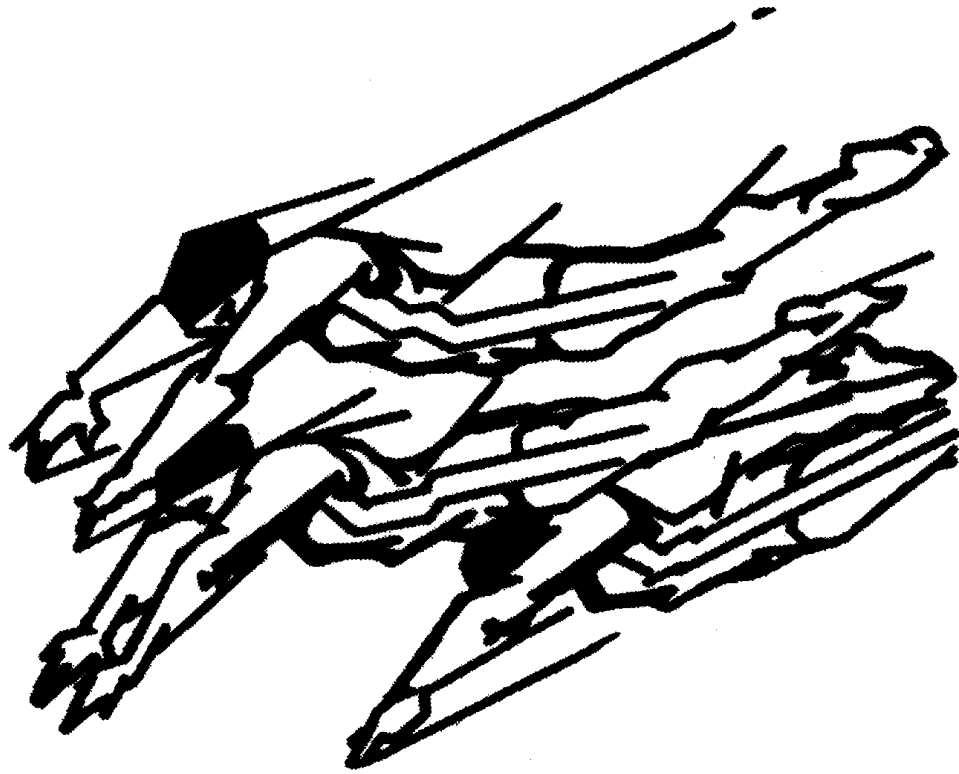


# **Atlanta Swim Association**



## **2025 Rules and Regulations**

# **Atlanta Swim Association**

## **2025 Swim League Rule Book**

### **Table of Contents**

<b>I.</b>	<b>Fees</b>	<b>Page 3</b>
<b>II.</b>	<b>2025 Swim League Dates</b>	<b>Page 4</b>
<b>IV.</b>	<b>Swim League Sportsmanship</b>	<b>Page 5</b>
<b>III.</b>	<b>Equipment and Personnel (In Person/Hybrid)</b>	<b>Page 6-8</b>
<b>IV.</b>	<b>Swim League Rules (In Person/Hybrid)</b>	<b>Page 9-17</b>
<b>V.</b>	<b>Dual Meet Format</b>	<b>Page 18-20</b>
<b>VII.</b>	<b>Order of Events</b>	<b>Page 21-22</b>
<b>VIII.</b>	<b>Swim League Records</b>	<b>Page 23-24</b>
<b>VIII.</b>	<b>Appendix and Team Contact Information</b>	<b>Page 25</b>
<b>IX.</b>	<b>League Championship Rules and Regulations</b>	<b>Page 26-28</b>
<b>X.</b>	<b>League Awards and Scholarships</b>	<b>Page 29</b>
<b>XI.</b>	<b>Schedule Calculation and Ranking</b>	<b>Page 30</b>
<b>XII.</b>	<b>Starter Evaluation Form</b>	<b>Page 31</b>
<b>XIII.</b>	<b>USA Swimming Technical Rules</b>	<b>Page 32-34</b>
<b>XIV.</b>	<b>Safe Start Certification Checklist/Guidelines</b>	<b>Page 35</b>
<b>XV.</b>	<b>Swimtopia Sample Forms</b>	<b>Page 36-37</b>
<b>XVI.</b>	<b>2025 League Schedule</b>	<b>Page 38</b>
<b>XVII.</b>	<b>League Best Practices for Safety</b>	<b>Page 39</b>

**ATLANTA SWIM ASSOCIATION  
2025 SWIM LEAGUE FEE SCHEDULE**

Total cost to swim \$42.00 per swimmer

**DUAL MEET OFFICIAL: The cost of a starter/referee will be \$100.00 per meet and is split by the 2 teams.** In the case of inclement weather the referee will be paid the full fee (split by both teams) regardless of how many events are completed. Meets lasting longer than 3 ½ hours will result in overtime pay for the official. The official shall be paid \$10 per team for each 20 minutes the meet lasts past 3 ½ hours. For a rescheduled meet the starter/referee cost should be paid by the home team.

**ENTRY FEE FOR LEAGUE CHAMPIONSHIP:**

The entry fee for the League Championship meet is \$50 per swimmer.

**Late entries are allowed for the league championship meet on a lane availability basis for individual events only at a cost of \$50 per individual event and \$70 per relay, relay only swimmers are subject to a \$50 per swimmer fee. Changing of events at the league championship will be permitted at the discretion of meet management up to 48 hours prior to that team's divisional session at the late entry fee rate.**

**ONLINE REGISTRATION**

Swimmers register for the league using our online registration process through Swimtopia. Teams must build into their registration the ASA waiver and the ASA registration fee. Teams should aim to have their registration open by January 15 each season. All swimmers for each team must be registered by April 1<sup>st</sup> or will be subject to a late registration fee of \$62.00 (instead of \$42.00). Swimmers registering after June 1 will have to pay \$67.00 to swim. All fees are subject to a processing fee of \$3.30 charged by our registration provider, that fee should be built into your team's online registration. Teams that have a significant number of unpaid swimmers as of the entry deadline for the league championship may not be allowed to participate in that meet. Any unpaid fees after August 1 of that season will be billed to the team. Unpaid fees by teams after October 1 will be billed at the full late fee.

**HEAT SHEET ADS:** Teams may sell ads for the Atlanta Swim Association Championship heat sheet each season to earn a reduction for the dues for the following season. For each ad dollar they raise teams will receive a 50 % credit toward their championship fees for the current season. For more information on heat sheet ads please see Appendix 4 in the back of this rule book.

**TEAMS WILL RECEIVE THE FOLLOWING ITEMS FOR THEIR DUES PAYMENT**

- All Ribbons for scoring and exhibition heats
- Training for Swimtopia and Meet Maestro
- Rulebooks
- Schedules and Maps to all pools in the league
- League Newsletters
- Insurance (Benefit coverage for: Accidental Medical, Dental and Death and Dismemberment as well as Liability Coverage)
- Waiver/Release Program
- Enhanced league web site [asa.swimtopia.com](http://asa.swimtopia.com)
- Access to ASA Championship meet

## ATLANTA SWIM ASSOCIATION 2025 SWIM LEAGUE DATES

### DUAL MEET DATES

#### **Season Dates- INTOWN and DEKALB Teams**

Tuesday, May 27	Dual Meet 1- Teams may reschedule meet with mutual agreement
Tuesday, June 3	Dual Meet 2
Tuesday, June 10	Dual Meet 3
Tuesday, June 17	Dual Meet 4
Monday, June 23	Dual Meet 5
Wed.-Fri., June 25 – 27	ASA Championship (Teams in this group will likely swim Weds. or Thurs.)

#### **Season Dates- EAST, CENTRAL, CHEROKEE, NORTH, and WEST Teams**

Thursday, May 29	Dual Meet 1- Teams may reschedule meet with mutual agreement
Thursday, June 5	Dual Meet 2
Thursday, June 12	Dual Meet 3
Thursday, June 19	Dual Meet 4
Tuesday, June 24	Dual Meet 5 - Teams may reschedule meet with mutual agreement
Wed.-Fri., June 25 – 27	ASA Championship (Teams in this group will likely swim Thursday or Friday)

**ASA Championship** – Entries Due – Friday, June 20 at 1 pm. For full info refer to pages 25-26

### ASA Championship Sessions

Teams will compete in one timed final session, involving all age groups. Teams that normally swim on Tuesday will have their sessions on Wednesday or Thursday; teams that normally swim on Thursday will have their sessions on Thursday and Friday. Teams may request a different day, but this will be allowed at the discretion of ASA. There will be 2 sessions per day, sessions will be conducted in two competition pools (one boys pool and one girls pool).

**All relay events will swim at the beginning of each session. The 6 and under individual freestyle events will swim after the end of the medley relays and the 6 and under backstroke events will swim after the end of the free relays. The order of events will be 6&un Free Relay, All Med. Relays, 6&un Free, All Free Relays, 6&un Back then the regular order of events.**

### **GRPA State Meet – Columbus Aquatic Center**

Friday, July 25 - 10 and Under Swimmers                      Saturday, July 26 – 11 and Over Swimmers

**GRPA State Qualifying** – Alpharetta, Atlanta/Sandy Springs, and Johns Creek use the ASA Divisional Meet to qualify for the GRPA State Meet. Roswell, Cherokee County and the City of Tucker have qualifying meets, separate from the ASA Divisionals (details are listed below). Gwinnett and DeKalb County have separate qualifying events for the GRPA state meet, contact their Parks and Recreation Departments for more info. Info on how to qualify for state can be found at <https://asa.swimtopia.com/grpa-state-and-state-qualifying>

## Atlanta Swim Association Sportsmanship

The Atlanta Swim Association has a Code of Ethics that is used as a guide for the swim league. Adherence to this code is required, and failure to comply with these standards may result in disciplinary action from the league.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators will treat other Team Representatives, Coaches, Participants, Officials, and Spectators with respect and civility.

**All** Team Representatives, Coaches, Participants, Official, and Spectators will lead by example in demonstrating fair play and sportsmanship for all participants.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators will encourage good sportsmanship by demonstrating positive support for all participants, coaches, and officials at every event, practice, and meeting.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators shall provide support for coaches and officials working with the league to provide a positive and enjoyable experience for all.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators will place the emotional and physical well being of their participants ahead of a personal desire to win.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators will treat each participant as an individual, remembering the large range of emotional and physical development of members of the same age group.

**All** Team Representatives, Coaches, and Officials will do their best to provide a safe playing situation and environment.

**All** Team Representatives, Coaches, and Officials will do their best to organize practices that are fun and challenging for all participants.

**All** Team Representatives, Coaches, and Officials will be knowledgeable in the rules of the league and the sport, and will teach these rules to their participants and parents.

**All** Team Representatives and Coaches will use coaching techniques appropriate for the league and the sport of swimming.

**All** Team Representatives, Coaches, Participants, Officials, and Spectators must remember that the league is for children and not for adults. The Atlanta Swim Association is an introductory program for recreational swimming. Year round and intensely competitive programs are available from several local US Swimming Clubs.

**Individuals not complying with these rules will be subject to suspension or dismissal from the league. A panel of League Officials, Team Representatives and Coaches will be responsible for hearing any complaints pertaining to this rule during the season and rendering any penalty if necessary.**

## MINIMUM EQUIPMENT AND PERSONNEL FOR IN PERSON/HYBRID MEETS

Minimum required equipment and supplies:

1. Starting blocks (provided pool meets league depth requirements)
2. Chairs behind each lane (2 deep)
3. Backstroke flags at each end
4. Lane ropes
5. Lane markers
6. P.A. System
7. Bullhorn for starter
8. Starting signal (whistle or horn)
9. Stopwatches (each team should provide their own watches)
10. Clipboards
11. Table for scoring
12. Swimtopia Team Management and Meet Maestro Meet Management software.
13. Computer Equipment (including a wifi connection) to run software prior to, and during meets.

Minimum personnel:

1. Two deck managers (one from each team)
2. One announcer (home team provides)
3. One starter/referee (provided by the league)
4. Two place judges (one from each team)
5. Timers (two for each lane from the team swimming in that lane)
6. One judges recorder (home team provides)
7. Two master recorders (one from each team)
8. One runner (home team provides)
9. Two computer operators (one from each team)
10. Two ribbon workers (one from each team)

Responsibilities of host team:

1. Provide all ribbons for non-exhibition events. Each team is responsible for providing their own exhibition ribbons.
2. Provide all computer equipment required for running the meet. This includes a computer (preferably laptop), laser printer, award labels and paper. If possible, the visiting team should bring backup equipment, just in case.
3. Prepare the pool for the meet by having all paperwork completed. Arrange seating for meet officials, set up pool and any other preparation necessary prior to turning over the meet to the starter/referee.
4. Provide water for ALL meet workers who cannot leave their positions (officials, place judges, timers, etc...)
5. Home team is responsible for calling, texting or e mailing in score of meets, **the night of the meet**. If by phone, call Franke Marsden at (404) 664-3975, leave a message if there is no answer. Teams may e mail the score instead of phoning, please e mail scores to [fmarsden@asa.swimtopia.com](mailto:fmarsden@asa.swimtopia.com).

## **JOB DESCRIPTIONS OF PERSONNEL NEEDED FOR IN PERSON/ HYBRID SWIM MEETS**

1. **Announcer.** The *host team* will arrange for someone to act as announcer. Additionally they shall provide him with equipment to perform his duty. This equipment includes loudspeaker or bullhorn and an order of events. Announcing for each meet must be loud enough to be understood by participants, officials and spectators.

Example of correct commands:

- First call, event number and event description (i.e. "Event number 1, 6 & under girls free relay. Please report to the blocks")
- After a short interval repeat the above for the second call.
- At the end of second call, wait a short interval and give final call for the event.
- The announcer should follow this procedure for all remaining events.
- Try to stay 3 events ahead of the event in the water.

At all times the announcer should know what is going on. This includes the event number, number of heats per event etc. so the calls can be made without haste. This keeps the meet running smoothly. At all times the next event should be on the deck. Working closely and communicating with the deck manager is vitally important in this position. The announcer should avoid talking while the starter is giving commands the swimmers.

2. **Deck Manager.** *Each team* will provide a deck manager. They are in charge of the ready area and shall line up all swimmers on the deck for their event. He/she shall be provided with the revised heat sheet listing names of all **swimmers in all events**. They shall notify each swimmer to wait behind the block until the starter takes over control of the race. The visiting team shall provide someone to work in the ready area to identify their swimmers, as the home team will not be familiar with those swimmers. These people should be strong natured. Getting the swimmers and making sure that they are in place is difficult yet critical **to the smooth running of the** meet. Each team is responsible for making sure that their swimmers report to the ready area from the team area in time to be checked off by the deck managers.
3. **Starter Referee.** The starter referee is provided by the league to act as an impartial third party. This person is responsible for any conflicts that may arise during the course of the meet. The starter/referee will start all races and act as a stroke and turn judge during the event. If the starter/referee decides to disqualify a swimmer during an event he/she will signal by raising his/her hand and inform the place judges of the disqualification at the end of the event. They will then notify either the swimmer or their coach of the disqualification. At times the referee may be late or may be unable to show up. In this case, a person shall be appointed with the consent of both teams to act as the starter referee. Atlanta is a big city and travel can be difficult. The two teams need to work out any of these potential difficulties between each other when they occur.
4. **Place Judges.** *Each team* shall provide a place judge. The judges must in all events and, at all times command a clear view of the race and finish line. Judges shall not serve as timers in the same race. The judges are to judge the place finishes as they see them. The judges are to write the place finish on their updated copy of the meet program. The judge's recorder at the end of the race will copy that order of finish on the Place Judge's Form. The place judges override the times and the starter/referee breaks a tie if the place judges disagree. In an 8 lane pool a third finish judge will be used to cover all non scoring places. The first 2 judges will be responsible for all scoring places plus one place. The third judge will be responsible for the remaining non-scoring places. To avoid confusion it is advised that only 6 lanes be swum

in an 8 lane pool during the scoring heat. The home team should provide the third place judge when needed in an 8 or 10 lane pool.

5. **Timers.** At all meets times shall be taken on each lane. *Each team* shall provide two timers for each of their team's lanes. In a 5 lane pool the home team will provide two timers for the fifth lane. One of the timers will operate the watch and the other will record the times on the lane timer worksheet, only one watch per lane is needed. At all times, the timer must have a clear view of the race and finish line. The timer shall look at the starter's signal and start the watch at the instant of the starting signal. The timer shall stop the watch immediately when any part of the swimmer's body touches the solid end of the pool. The second timer shall record times on the timer's worksheet and communicate these times to the master recorder who shall record them on the score sheet. Teams using automatic timing systems for their meets should have one timer from each team timing in each lane, instead of 2 timers from the same team.
6. **Judges Recorder.** The *home team* will supply a judge's recorder. This person will place himself/herself behind the place judges with their own copy of the Place Judge's Form. When the race is finished and the judges and starter/referee have ruled on the place finishes, he/she will record the places in the appropriate block on the Place Judge's Form. **For swimmers who have been disqualified** by the starter/referee the judge's recorder will write "DQ" in the place block for that swimmer. If the listed swimmer does not swim in that race NS should be placed in the spot for a time. The judge's recorder then passes the completed Place Judge's Form to the master recorder. The Judges Recorder has no say in the order of finish and should not attempt to influence the place judges on the order of finish.
7. **Master Recorder.** *Each team* will provide at least one Master Recorder. The master recorder collects the Place Judge's Form from the Judge's Recorder when the event is complete and all places have been recorded. The master recorder will then go to each lane and record each swimmer's time in the Time Column of the Place Judge's Form as noted by the recording timer. With all places and times recorded, the master recorder will deliver the completed Place Judge's Form to the scoring table either directly or via the runner. Each team can alternate this job for each race.
8. **Runners.** The *home team* shall provide a minimum of one runner at all times during the meet. Runners will be responsible for collecting the Place Judge's Form from the Master Recorder. Taking these promptly to the scorer's table. This position can be eliminated if the scoring table is in close enough proximity that the master recorders can deliver the scoresheet without slowing the meet.
9. **Computer Operator.** One computer operator shall be provided from *each team*. They shall work together at the table provided. They will input the results from each event as reflected on the completed Place Judge Form into the computer immediately after each event. A running score shall be kept at all times. Upon completion of the meet each team shall receive a copy of the final meet results. It is suggested that teams alternate this job every group of events: i.e. one operator does the short free then the other operator does the long free. The person who is not currently working on the computer should assist the computer operator with checking the input of times and places.
10. **Ribbon Writers.** Ribbon writers shall be responsible for placing the completed ribbon labels on the appropriate award and placing them into a box for the appropriate team. Ribbons should be placed in two separate boxes and given to each team at the end of the meet.



## **ATLANTA SWIM ASSOCIATION - RULES FOR IN PERSON/HYBRID DUAL MEETS**

1. **PROCEDURE:** The home team coach is responsible for setting up the meet. He or she is responsible for contacting the visiting team coach at least two days prior to the scheduled meet date to verify the time and date of the meet, time and place of lineup exchange, as well as any information pertinent to the meet.
2. **SCHEDULE:** Most inter-club dual meets are scheduled for either Tuesday or Thursday night. Meets are to be started promptly at 5:30 p.m. (DeKalb and Cherokee Division Meets Begin at 6:00 PM), unless otherwise mutually agreed upon by the two team representatives or coaches. In the case of an interdivisional meet, the meet start time will be the normal start time for the HOME team (if home team's meets normally start at 6:00 pm, that will be the start time). Each team should receive at least 20 minutes of warm-up with use of all available competitive lanes. The home team will warm up first.
3. **SIGNED WAIVERS AND ONLINE REGISTRATION:** Swimmers must register for the league using our online registration process. This must be done before a swimmer participates in any team or league activities. This must be done by using league registration provider, Swimtopia. Teams should build into their registration the ASA waiver and the ASA registration fee. Teams should aim to have their registration open by January 15 each season. All swimmers for each team must be registered by April 1<sup>st</sup> or will be subject to a late registration fee of \$57.00 (instead of \$37.00). Swimmers registering after June 1 will have to pay \$62.00 to swim. All fees are subject to a processing fee of \$2.75 charged by our registration provider.

Teams must use electronic collection of ASA fees and have those fees directly transferred to ASA. Any fee checks must be made payable to ASA and sent to 2395 Christophers Walk, Atlanta, GA 30327. Teams that have a significant number of unpaid swimmers as of the entry deadline for the league championship may not be allowed to participate in that meet. Any unpaid fees after August 1 of that season will be billed to the team. Unpaid fees by teams after October 1 will be billed at the full late fee of \$62.00 per swimmer. Parents of swimmers competing in the Atlanta Swim Association must complete a waiver release form each season via the online registration system. Swimmers not completing this waiver process for each participant, they jeopardize their league provided swimmer's insurance coverage.

4. **COACHES BACKGROUND CHECKS AND COACHES CERTIFICATION**
  - A. All coaches ages 18 and older, as well as team reps that have regular contact with team members, must have a league approved background check done. All coaches age 15 and older must complete the coaches' certification course.
  - B. The background check must be done annually. The certification lasts for 3 years.
  - C. All checks must be done prior to first day of practice or May 15, whichever date is earlier. Coaches who do not do this prior to the deadline are subject to a league fine.
  - D. Go to <https://asa.swimtopia.com/coach-certification-slash-background> for full information on completing this requirement. ASA will pay for all background checks and coach certification courses.
  - E. Coaches must share their completed background check results and proof of certification course completion with their team managers prior to interacting with their team's swimmers.

- F. All coaches, age 18 and older **MUST** complete a background check and the coaches certification course prior to any interaction with their athletes. Failure to do so will result in immediate suspension until these requirements are met, and a \$200 fine.

## 5. PARTICIPATION:

- A. **The age control date for the league is the swimmer's age as of May 31st.**
- B. **Age Groups:** 6&Under, 7-8, 9-10, 11-12, 13-14, 15-18
- C. **19 Year Old Swimmers:** Swimmers age 19 are allowed to participate, only if they were enrolled in high school that same school year.
- D. **College Swimmers:** Swimmers who have not turned 19 prior to June 1 that current swim season may swim even if they are currently enrolled in college.
- E. **Team Membership:** A swimmer may represent only one team within the league. Only club members are eligible to swim for a member team. Club membership is determined by that club's by-laws. Each new club in the league shall provide a copy of their by-laws prior to their first year of competition. The league should be notified of any significant changes to the membership requirements of a team.
- F. **Coaches Swimming:** Coaches who are not dues paying members of the club that employs them may compete for that team. Each team is permitted to have one coach per 50 swimmers compete for that team. This number will be rounded up, i.e. a team with 101 swimmers could have 3 coaches swim. Swimmers who could otherwise be a member of that team without having to be a coach do not count toward the maximum number of coaches allowed to swim for a team. Each coach swimming under these conditions must be paid a minimum of \$600 for that season. Proof of payment may be required if the league requests it.
- G. **Non Standard Swimmers:** Teams with an open membership policy are required to submit a roster to the league of all non-standard team members over the age of 13 one week prior to the start of the season. This includes team members by definition, who do not fit the normal description of a club member or neighborhood resident. Swimmers from adjoining neighborhoods, **without ASA swim teams**, or nearby (within 5 miles of the neighborhood) are not considered non-standard swimmers. Swimmers who have been team members prior to turning 13 are not considered non-standard team members.

Swimmers who join your team and live in another ASA team neighborhood, who are over the age of 13 are considered non-standard swimmers. Teams are strongly discouraged from trying to draw swimmers of any age away from another ASA neighborhood. Swimmers who come from a neighborhood or address that is more than 5 miles away from your neighborhood, who are over the age of 13 are considered non-standard swimmers.

Swimmers who fall under the category of being a non-standard member must pay their member team a minimum team registration fee of \$75 payable to their member team. This payment should come from the swimmer or their family and can't be paid by the team. Teams are required to provide the league a photocopy of payment along with their non-standard team member roster. Any swimmer

who joins a team during the swimmer and falls under the non-standard swimmer rule, must have their name and proof of payment submitted to the league coordinator before they are allowed to compete in a league meet.

- H. Teams that violate the membership rules of the league are subject to a \$100 per meet per swimmer fine. This fine will go to a charity of ASA's choice.
- I. **Dual Meet Entry Limit:** Each club may enter three swimmers for team points in each individual event where lanes are available. In a 5 lane pool, each team receives 2 entries for points with the extra lane being used for exhibition swimmers. In an 8 lane pool teams are allowed 4 swimmers for points in heat 1.
- J. **Dual Meet Entry Limit:** Each swimmer may enter two individual scoring events and two relays(one medley and one free) with the following exceptions:

**Extra Event(s) Rule:** A swimmer may enter a third individual scoring event to fill all legal lanes provided all other swimmers from that team in that age group are entered in at least two individual scoring events. A swimmer may not be entered in more than three individual (heat 1) scoring events unless all other swimmers in that age group are entered in three individual (heat 1) scoring events and so on. Therefore, a swimmer may enter every event in the meet provided the required numbers of swimmers have been entered in the required number of individual scoring events.

A good formula is listed below for teams to figure out if your team can enter swimmers in more than the allowed 2 heat 1 individual events and how many extra events they can be entered in without creating a rules infraction:

Take the number of scoring lanes the pool has for each team (4 & 5 lane pools have 2, 6 & 8 lane pools have 3, 8 lane pools have 4), multiply that number by 6 (the number of individual events a swimmer can swim). This calculates how many heat 1 scoring swims are available.

Divide the number of scoring swims (calculated above) by the swimmers you have for that meet in a particular age group that you will enter for that meet by. The number you have is the maximum number of heat 1 scoring events allowed in an age group. The remainder is the number of extra swimmers that can swim in one additional extra events above what you calculated.

Example: 5 swimmers in 11-12 boys in a 6 lane pool. 6 total events x 3 scoring lanes = 18. Divide 18/5 = 3 with a remainder of 3. This means all swimmers in that age group can be entered in a maximum of 3 heat 1 scoring events with 3 swimmers in that age group being allowed to be entered in 4 heat 1 scoring events.

- K. **Exhibition Entry Limit:** Coaches may enter swimmers in exhibition events with the following limitations: A swimmer may not be entered in more than one exhibition event unless they are only swimming exhibition events, and the maximum number of exhibition events that a swimmer can compete in is two events.

- L. **Exhibition Event Limit:** Teams are only allowed to have a maximum of one exhibition heat of long free, IM, Medley Relay and Free Relay.
  - M. **Swimming Up (Individual Event):** A swimmer may be entered in an older age group. However, swimmers may swim in only one age group for all individual events for the entire meet. Teams should avoid using this rule to “hide” swimmers in an age group with a large number of swimmers to allow them to place swimmers into more individual scoring events.
  - N. **Swimming Up (Relay Event):** A swimmer may enter an older age group in relays, without affecting their standing for individual events. For example, an 8 year old could swim the 13-14 medley relay and still swim their individual events as an 8 year old. Each swimmer may enter only one medley and one free relay.
  - O. **Swimming Up (Extra Event Rule):** Once a swimmer is swum up in an age group, they are now a member of that swim up age group and no longer a member of their actual age group as far as the maximum allowable events. A swimmer may swim up on a relay and still remain in their age group as far as the extra event rule event count applies.
6. **TEAM ROSTER:** Each team must maintain a team roster starting the Monday prior to the first dual meet of the season. This roster shall contain each swimmer's name, date of birth, age, address, e mail address and phone number and all Primary Contact information included in the according fields in Swimtopia. Swimmers must be in that team’s Swimtopia system as a member of their team to be eligible to be entered in the meet.
  7. **LINEUP EXCHANGE:** Weekly lineup exchanges will take place in the Swimtopia system, via the linking feature. The coaches of both teams complete their lineups and mark those entries as ready to exchange by 3:00 P.M. the day preceding swim meets. Teams may mutually agree to exchange lineups past the listed deadline, but both teams must agree to the later time. Teams should not exchange lineups later than 8 pm the night before the meet. We advise teams create a printout or pdf export of their entries (Meet Entries Matrix) as a safeguard for any mistakes. Teams should communicate with each other if they will have issues meeting the agreed upon deadline for lineup exchange.
  8. **SUBSTITUTIONS:** Any individual event substitutions must be made in Swimtopia up to **30 minutes** before the meet starts. These substitutions should be completed in Meet Maestro if the meet has been merged. Coaches must communicate and individual event substitutions to the opposing team as early as possible. This may require the home team to unlock the meet in Meet Maestro and input those changes. No individual event substitutions are allowed after the 30 minute deadline for any reason. Individual event substitutions are only for swimmers who are unable to participate in the meet! Switching events of scheduled swimmers in scoring spots is not allowed. The swimmer who is substituted into an event cannot already be changed out of a scoring individual event. Swimmers may be moved from an exhibition event to fill an opening in a scoring event though. Teams may not place swimmers into open lanes in scoring events where they did not originally enter a swimmer. Relay substitutions may be made up to the event during the meet.
  9. **LANE ASSIGNMENTS:** The home team is in even lanes the visitor in the odd lanes.

10. **EXHIBITION HEATS:** The scoring heat is always swum first. The exhibition heats are swum after the scoring heats and are designated as Event # Heat X (for example the first exhibition heat of the 6 & Under Girls 25 Free is event 13 Heat 2). **Teams are only allowed to have a maximum of one exhibition heat of long free, IM, Medley Relay and Free Relay.**
11. **SWAP DEADLINE:** Unless two teams mutually consent to swap lineups after the 3:00 p.m. deadline, a \$50 penalty will be assessed to the team failing to swap their lineup with the opposing team. The league coordinator must be contacted within one hour of the infraction for the penalty to be enforced at the meet. No two teams should swap lineups later than 8:00 p.m. the day before a scheduled meet.
12. **STARTER/REFEREE:** This person is supplied by the league and should arrive 15 minutes before the start of the meet. Prior to the start of the meet, the starter/referee will call a brief meeting so that the starter/referee can go over the rules with the two coaches, timers and judges. The starter/referee has final responsibility for all judgments and conduct of the meet.
13. **DUAL MEETS ARE JUDGED FINAL:** The finish judges will pick the order of finish by sight. Watches will not be consulted for places. If the finish judges cannot agree, the starter/referee will break the tie if possible. If the starter/referee cannot break the tie, a tie place will be awarded, dual ribbons will be awarded, and points will be split.
14. **DISQUALIFICATIONS:** The starter referee will notify the coach of the swimmer in the event of a disqualification. They will also notify the place judges of the DQ and reason before starting the next race. Heat 1 swimmers are the only swimmers who will be disqualified in a dual meet.
15. **USE OF ELECTRONIC TIMING EQUIPMENT:** Teams may elect to purchase or lease electronic timing for their meets. In the event that this equipment is used an experienced operator must operate it. **Teams using automatic timing systems for their meets should have one timer from each team timing in each lane, instead of 2 timers from the same team.** Teams using this equipment must use an average of 2 buttons for the official order of finish, place judges are still needed for these meets, but only serve as a backup in the event of equipment malfunctions as described below. Teams are required to have one stopwatch per lane as a backup in the event of equipment or operator error. Times from the electronic equipment should be transmitted directly to Hy Tek Meet Manager software at the end of each race.

In a heat 1 race if there is a >0.3 second differential between the two button times then the place judges will be consulted to determine the official order of finish for that lane where the differential occurred. For all other heats the timing equipment will be used to determine the order of finish.

Use of this equipment eliminates the need for Judges Recorders and Master Recorders for the meet. It is advised that the home team provide at least one runner to get backup times/places for the timing operator when needed. It is advisable for teams to still have one place judge from each team in place for a backup. If the equipment does not work during the meet, teams should return to the old system of place judges and recorders for the meet.

16. **ROPED OFF AREA:** At least one side of the pool must be completely roped off. This area should be accessible to only authorized meet personnel.

17. **SCORING**

A. Dual Meets

Individual Events: (only two swimmers per team may score points)

1st - 5 points

2nd - 3 points

3rd - 1 point

Relays: (only one relay per team may score points)

1st - 7 points

2nd - 3 points

**Exhibition Events: Do not score points**

B. Ties

Example for first place tie:

Individual: 1st place 5 points

2nd place +3 points

8 points (**4 points to each team**)

**The next place is awarded 3rd place points.**

Relays: 1st place 7 points

2nd place +3 points

10 points (5 points to each team)

**Sweep:** No team can score first, second and third place points in an individual event; nor can a team score first and second place points in a relay event. If one team takes first and second place in a relay event; or first, second and third place in an individual event the opposing team can receive second place points in the relay, or third place points in the individual event as long as they have a relay or swimmer legally complete the race. However, the team can receive both first and second place ribbons for relays; or first, second and third place ribbons for individual events.

C. **Championship Meet Scoring**

Championship Sessions Scoring

Places: 1<sup>st</sup> Place ----->-----8th->---9th----->----->----->--16th--->17th-----24<sup>th</sup> Place

=====

Points: 32, 28, 27, 26, 25, 24, 23, 22 20, 17, 16, 15, 14, 13, 12, 11 9, 7, 6, 5, 4, 3, 2, 1

Relays events double the above scoring

1. A team may only enter 3 relays per event.
2. Top 24 will score in individual events and relays.
3. A team may only score one relay per relay event in the divisional.

18. **ATTIRE**

Per USS Rules, full body suits will not be allowed in ASA meets. The suit restrictions are as follows: Boys suits are limited to a jammer or brief design that can extend no further than the knee and cannot cover the upper torso or arms. Girl's suits may not extend below the knee and cannot extend past the shoulders in coverage. All suits must be made from a "permeable" material and cannot compress the swimmer's body and meet current FINA/USS approval standards. Technical suits are not allowed for swimmers age 12 and under.

## 19. BASIC RULES FOR STROKES, TURNS AND STARTS:

A. No swimmer shall use an illegal stroke; turn or kick to better their performance against their competition, or in violation of basic accepted swimming techniques. Violation will result in disqualification from that event at the discretion of the stroke and turn judge consistent with the rules.

B. All rules herein have been adapted from the current edition of the United States Swimming Rules and Regulations Publication. With the following clarification:

**False Start:** If the starter charges a false start in an event, the first false start will be charged to everyone in the heat. If a second false start is charged in an event, it will be charged only to the individual(s) false starting and that (those) individual(s) will be disqualified and not permitted to swim that event. False starts in the League Championship will be charged to the individual and not the field.

C. Coaches are not allowed to be in the water with swimmers during a race. This rule applies to all age groups and exhibition swimmers. An exception to this rule will be made in the case of a disabled swimmer.

## 20. STARTING BLOCKS

A. In pools with water depth of less than 4 feet at the start end all swimmers MUST start from in the water at the start end of the pool that the swimmer is entering the water from. Normal backstroke starts are permitted in this water depth. Swimmers are not required to start from a block or the side even if the water depth permits that entry. At any time, swimmers may start from in the water.

B. In pools with water depth of 4 feet or greater at the start end, all swimmers may start from starting platforms no higher than 30 inches above the water surface, or swimmers may start from the pool deck or in the water.

C. Water depth should be measured from 1 meter to 5 meters from the end of the pool that the swimmer is entering the water. Measurements should be taken in ALL lanes on BOTH ends of the pool. The shallowest measurement in that range shall be the depth for that lane, the shallowest lane for that end of the pool will determine if blocks may or may not be used, or if swimmers MUST start in the water

D. All teams must adhere to these standards in all dual meets and during practices.

## 21. RACING START PROCEDURE AND TRAINING

Racing starts should only be taught in at least six feet of water to and should only be taught under the direct supervision of a coach. No swimmer who has not been certified as proficient by his or her coach should be performing racing starts into less than six feet of water, or should not use the blocks at all and should start from in the water, unless the coach feels the swimmer is properly prepared to use a block to start. Full information on safe starting procedure can be found at <https://www.usaswimming.org/docs/default-source/coaching-resourcesdocuments/ongoing-compliance/racing-start-certification/teaching-racing-starts-safety-and-backstroke-and-forward-start-protocols.pdf?sfvrsn=8> . A checklist on the proper steps to train a swimmer for safe starts can be found in the Appendix of the ASA Rule Book.

22. **CANCELLATION / POSTPONEMENT OF MEETS:** Every effort must be made to swim each meet as scheduled. In the event of inclement weather, each team must show up at the pool on time. If at 5:30 the weather still precludes the meet from starting, the two team representatives, two head coaches, and starter/referee will meet and decide whether to postpone or reschedule the meet. **Care for the safety of the swimmers and spectators should be of the utmost importance in deciding whether or not to continue competition.**

**Teams should adhere to generally accepted aquatic safety policies for thunder and/or lightning. No one should be in the pool for a minimum of 30 minutes when lightning is seen or thunder is heard. The clock resets each time either lightning or thunder occurs. Teams should also take any active weather Warning (tornado, severe thunderstorm or flash flood) with the utmost seriousness and take that into consideration as to how to proceed.**

IF the meet is delayed more than 30 minutes due to Inclement Weather AND half the events have been completed (43 events for a standard ASA meet, 38 events for an ASA DeKalb meet) AND there is a decisive winner (40 point lead or more), THEN, the meet will be called and the leader takes the win.

IF the meet is delayed more than 30 minutes due to Inclement Weather AND less than half the events have been completed (less than 43 events) OR if there is no decisive lead (less than a 40 point spread), THEN, one Parent Rep and one Coach from each team should:

Agree to continue the delay for an additional 15 minutes, OR

Agree to complete the remaining events virtually, OR

Agree to reschedule (if there is sufficient time remaining in the season), OR

Agree to a tie and both teams will be credited with a win.

**If the meet is at or past Event 66 (end of 15-18 boys breaststroke) and a team is ahead by 30 points or more and the meet can't continue due to inclement weather that the meet will be called and the leader wins the meet.**

NOTE: If no agreement can be reached, then the Parent Rep of the leading team makes the decision to either reschedule or take the tie. The option to continue the delay must be agreed to by both teams.

If a meet is to be rescheduled or completed virtually, teams should make all efforts possible to swim the meet within a week of the postponed meet. The home team should notify the league office of a rescheduled meet and the need, if any, for a replacement starter/referee. A rescheduled meet will require each team to repeat the original procedures for a dual meet, including the exchange of revised lineups for each team. **This will require unlocking the meet in Meet Maestro and updating your entries in Meet Maestro for lineup exchange at an agreed upon time.** Teams may change their lineups to deal with the rescheduled date. The postponed meet does not impact the participation of swimmers in the rescheduled meet.

### 23. RESCORING OF CLOSE MEETS

Meets decided by 10 or fewer points should be rescored and audited by each team prior to announcing the score. Teams should carefully review all heat 1 races to ensure the times and places were correctly recorded and scored. Teams may mutually agree to waive this review. If teams announce the score, that score is final. Any calculation or data recording/input errors, caught after the announcement of the score that change the outcome of the meet will result in the meet being declared a tie with both teams being credited with a win. If teams



notice the score is close after the end of the breaststroke, they can begin the audit process of completed events to get a jump on things.

#### **24. PROTESTS, PENALTIES, AND INFRACTIONS FOR CHEATING**

A. Interference with the smooth operation of a dual meet in the discretion of the starter will result in the following penalties: (all infractions should be reported to league coordinator):

First Offense	10 points
Second Offense	25 points and ejection of offending party
Third Offense	100 points

B. Lineup or participation infractions, not caught prior to the meet, should be immediately reported by the deck manager, computer table, and to the starter/referee before the start of the next event. The following are the penalties for lineup or participation infractions:

First Offense	Forfeit all points in event
Subsequent Offenses	Forfeit all points in event plus 10 more points.

D. All protests must be submitted in writing to league office specifying the rules infraction and supporting evidence within 48 hours of the conclusion of the meet (Sat. and Sun. excluded).

E. All coaches, age 18 and older MUST complete a background check and the coaches certification course prior to any interaction with their athletes. Coaches age 15 and older must complete the coaches certification only. Failure to do so will result in immediate suspension until these requirements are met, and a \$200 fine.

F. All coaches must attend the coaches meeting or face a \$50 fine, to be paid by the team. Coaches may only miss the meeting if they provide the league coordinator with sufficient advance notice of their reason for missing the meeting.

G. Failure to swap lineup by 3:00 p.m. (unless coaches agree to a later time) deadline will result in \$50 penalty for offending team. Infraction must be reported to league coordinator within one hour of infraction to be enforced.

H. Protests will be decided by a panel of team representatives that have not competed against either team involved in the protested meet. This panel will decide all protests within one week of the filing of the protest. Decisions of the panel are final.

I. Teams that violate the membership rules of the league are subject to a \$100 per meet per swimmer fine. This fine will go to a charity of ASA's choice or the choice of the team filing the protest.

J. DON'T CHEAT!

## **ASA Dual Meet Procedure for Swimtopia Meet Maestro**

### **STEP 1: Lineup Swap (by 3:00 p.m. day prior to meet).**

The HOME TEAM should contact the visitor two days prior to the meet to arrange the lineup swap and go over any details of the meet including warmup times, team seating areas, parking, concessions and other important meet details. Each team should complete their lineup using Swimtopia to assign swimmers to their lanes (home team in the even lanes visitors in the odd lanes) for heat 1 races. All other heats can be seeded based on times, or teams can manually assign swimmers to their heat and lane if that swimmer does not have a time in the system. In a five-lane pool lane 5 is the exhibition lane in the first (scoring) heat and can be used by either team. In a five lane pool, in heat 1 only, the swimmer in lane 5 should be checked off as Exh. in the race screen for that event. For all subsequent heats in that event, lane 5 does not need to be checked off as Exh.

The lineup swap should take place by 3:00 p.m. the day preceding the meet, unless both teams mutually agree to a later time. For the swap, teams will complete their entries in Swimtopia and mark them as Ready for exchange, the meet cannot be merged until both teams have marked their entries as ready for exchange. When completing your team's entries be sure to manually assign heat and lane for your heat 1 entries for individuals as well as your relays, all other heats can be assigned based on times. We advise teams print or create a pdf version of their Meet Entry Matrix to have a hard copy, just in case there are technical issues, but this does not need to be part of the exchange. After this swap the two coaches should check the other team's entries for errors so you can work out any problems the day before the meet and avoid lineup infractions during the meet. Always check each other's entries to make sure there are no rule infractions in the lineup. If you discover any mistakes please work this out as soon as possible, prior to the meet. Teams should also work together to plan for consolidating events that can be combined when all lanes are not used in heat 1.

### **STEP 2: Meet Merge (by 10:00 p.m. night before meet.)**

The home team is merging the meet in Meet Maestro once both teams have uploaded their entries. This should be done no later than 10:00 p.m. the night before the meet. This will automatically minimize the number of heats and use all available lanes in heat 2 and beyond. In the exhibition heats teams do not need to adhere to the odd-even lane assignments if heats can be saved as a result. The home team should look for opportunities to combine events where there are very few swimmers in those events (ex. 13-14 and 15-18 relays). Teams should be moved into lanes that will permit this. For example, move the 13-14 girls relays into lanes 2 and 3 in their event, and move the boys 13-14 relays into lanes 4 and 5 in their event.

Once the lineups have been merged the home team should notify the visiting team the meet is merged. This should be done as soon as the meet is merged. If the home team is unable to merge the meet by 10:00 p.m. or a mutually agreed upon deadline by both teams, the visiting team should merge the meet. Every effort possible should be made to complete the merge by the agreed upon deadline though in an effort to minimize the number of exhibition heats. Once the meet is merged teams can print the paperwork needed for the meet.

### **STEP 3: Report Completion Prior To The Meet**

The HOME TEAM should generate the following reports to operate the meet:

The following can be done as early as the night before the meet.

A Heat Sheet that can be sold or handed out during the meet for spectators (I suggest a 3 column).

This should include entry times, heat start times, and relay names.

Timer Sheets (Continuous Format, Single Spaced) should be printed for each lane for ALL lanes for all timers (home and visitor).

Place Judge's Forms should also be completed for the Judges Recorder. Teams can print updates for the events with substitutions the day of the meet. **These forms should be cut in half to allow the Judges recorder to work with one race at a time and keep the flow of information moving.**

Teams should have the following supplies on hand to make their job easier: a stapler, laser labels, paper, shade, a Surge Protector, and a flash drive.

The VISITING TEAM should generate the following reports prior to the meet.

Heat sheets for their coaches, swimmers and parents. It is not the responsibility of the home team to provide unlimited heat sheets for the visitor.

Athlete Check In forms for their coaches, swimmers and parents.

**STEP 4: Pre-Meet Meeting and Substitutions (Up to 30 minutes prior to meet start)**

Once the visitor arrives at the pool for the meet they should communicate all legal substitutions (according to ASA Rule #8) as soon as possible. **These substitutions should be completed in Meet Maestro. Coaches must communicate and individual event substitutions to the opposing team as early as possible. No individual event substitutions are allowed after the 30 minute deadline for any reason. Relay substitutions may be made up to the event during the meet.** Substitutions should be made in the computer as soon as possible so the remaining forms can be printed. Teams are encouraged to communicate via phone, text or e mail the afternoon of the meet to exchange all substitutions they figure out after that morning's practice.

Once all substitutions have been made the home team should print the following forms:

At least 7 copies of the updated heat sheet (3 column format). One copy for the Starter, once copy for each place judge, one copy for each coach and one copy for each Deck Manager should be printed. New timer sheets do not need to be created.

Print the pages of the Place Judge's Report that were affected by the substitutions. Only print the pages of the events that were affected, this will save time and paper. If time permits additional copies can be printed for the place judges as well. It is strongly suggested that these revised forms should be printed on colored paper so they are easily distinguishable from outdated information.

**STEP 5: Meet Operation**

The meet should begin with a welcome to the visiting team followed by instructions such as quiet for all starts, no smoking on the deck, etc...The announcer should make multiple calls for swimmers to report for their event and stay at least three events ahead of what is in the water.

The first three events should be called to the Deck Manager. It is the responsibility of each team to get their swimmers to the Deck Manager in a timely fashion during the meet. Swimmers should report three events prior to their event.

At this point the Deck Manager (Updated Heat Sheet in hand) is responsible for the swimmers reaching the starting blocks in their proper lanes according to the updated Heat Sheet. The Starter/Referee then takes over and instructs the swimmers on the event and starts the race.

At the conclusion of the race the Place Judges (one from each team) record the order of finish on their Heat Sheet and the timers record the time for their lane on the Lane Timer Sheet for their lane. In an 8 lane pool a third finish judge will be used to cover all non-scoring places. The first 2 judges will be responsible for all scoring places plus one place. The third judge will be

responsible for the remaining non-scoring places. To avoid confusion it is advised that only 6 lanes be swum in an 8 lane pool during the coring heat. The Judges Recorder (from the home team) records the Place Judge's official order of finish on their copy of the Place Judge's Form in the Place column next to the swimmer's name. Once places from the race have been recorded then the Judge's Recorder gives the form to the Master Recorder. The Master Recorder (one from each team) then goes from lane to lane recording the times for each lane in the Time column for the race listed on the sheet. Once the times have been recorded the Master Recorder or a runner should take the completed form to the computer operator.

In the event of a disqualification, the starter/referee will notify the coach of the swimmer as well as the place judges of the disqualification and reason for the disqualification. The starter/referee should also note the lane and reason for the DQ on their heat sheet. This process should happen before the start of the next race.

During the meet one computer should be used to tabulate results and score the meet. Each team should provide a computer operator for the meet. Teams should alternate entering times every group of events (i.e. Medley Relays, Short Freestyle, Backstroke). Attention should be paid to correct results in the event that the Place Judges differ with the times for the event. Corrections should be made via the Judge's Decision feature. After each event has been completed (all heats have been entered) the software will automatically update the scores, teams do not need to print results from each event as the meet proceeds. Coaches and Team Reps should have access to the results and completed Place Judges forms (with times and places recorded) throughout the meet.

Award labels (provided by the home team) should be printed every 5 to 10 events during the meet and given to the ribbon workers. Labels should be printed sorted by Team/Event and should be Award Type by Heat, and then given to each team. Labels are placed on the corresponding ribbons and given to each team. Please remember that ribbons are only given to first and second place relays and that each team is responsible for providing their own exhibition ribbons.

#### **STEP 6: Post Meet**

At the conclusion of the meet a Report for the Results and the Scores should be completed for each team and the score of the meet should be announced. The score of the meet should be phoned or texted to the coordinator's office (404) 664-3975. Teams may e mail the score to [frankem355@aol.com](mailto:frankem355@aol.com) instead of phoning. Teams will have access to the meet files and results via Meet Maestro to do with as they please.

## ASA ORDER OF EVENTS — DUAL MEET

### MEDLEY RELAY EVENTS

1. 6 & Under Girls 100 Free Relay
2. 6 & Under Boys 100 Free Relay
3. 7-8 Girls 100 Med. Relay
4. 7-8 Boys 100 Med. Relay
5. 9-10 Girls 100 Med. Relay
6. 9-10 Boys 100 Med. Relay
7. 11-12 Girls 200 Med. Relay
8. 11-12 Boys 200 Med. Relay
9. 13-14 Girls 200 Med. Relay
10. 13-14 Boys 200 Med. Relay
11. 15-18 Girls 200 Med. Relay
12. 15-18 Boys 200 Med. Relay

### FREESTYLE EVENTS

13. 6 & Under Girls 25 Freestyle
14. 6 & Under Boys 25 Freestyle
15. 7-8 Girls 25 Freestyle
16. 7-8 Boys 25 Freestyle
17. 9-10 Girls 25 Freestyle
18. 9-10 Boys 25 Freestyle
19. 11-12 Girls 50 Freestyle
20. 11-12 Boys 50 Freestyle
21. 13-14 Girls 50 Freestyle
22. 13-14 Boys 50 Freestyle
23. 15-18 Girls 50 Freestyle
24. 15-18 Boys 50 Freestyle
25. 7-8 Girls 50 Freestyle
26. 7-8 Boys 50 Freestyle
27. 9-10 Girls 50 Freestyle
28. 9-10 Boys 50 Freestyle
29. 11-12 Girls 100 Freestyle
30. 11-12 Boys 100 Freestyle
31. 13-14 Girls 100 Freestyle
32. 13-14 Boys 100 Freestyle
33. 15-18 Girls 100 Freestyle
34. 15-18 Boys 100 Freestyle

### BACKSTROKE

35. 6 & under Girls 25 Backstroke
36. 6 & under Boys 25 Backstroke
37. 7-8 Girls 25 Backstroke
38. 7-8 Boys 25 Backstroke
39. 9-10 Girls 25 Backstroke
40. 9-10 Boys 25 Backstroke
41. 11-12 Girls 50 Backstroke
42. 11-12 Boys 50 Backstroke
43. 13-14 Girls 50 Backstroke
44. 13-14 Boys 50 Backstroke
45. 15-18 Girls 50 Backstroke

46. 15-18 Boys 50 Backstroke

### INDIVIDUAL MEDLEY EVENTS

47. 7-8 Girls 100 Indiv. Medley
48. 7-8 Boys 100 Indiv. Medley
49. 9-10 Girls 100 Indiv. Medley
50. 9-10 Boys 100 Indiv. Medley
51. 11-12 Girls 100 Indiv. Medley
52. 11-12 Boys 100 Indiv. Medley
53. 13-14 Girls 100 Indiv. Medley
54. 13-14 Boys 100 Indiv. Medley
55. 15-18 Girls 100 Indiv. Medley
56. 15-18 Boys 100 Indiv. Medley

### BREASTSTROKE EVENTS

57. 7-8 Girls 25 Breaststroke
58. 7-8 Boys 25 Breaststroke
59. 9-10 Girls 25 Breaststroke
60. 9-10 Boys 25 Breaststroke
61. 11-12 Girls 50 Breaststroke
62. 11-12 Boys 50 Breaststroke
63. 13-14 Girls 50 Breaststroke
64. 13-14 Boys 50 Breaststroke
65. 15-18 Girls 50 Breaststroke
66. 15-18 Boys 50 Breaststroke

### BUTTERFLY EVENTS

67. 7-8 Girls 25 Butterfly
68. 7-8 Boys 25 Butterfly
69. 9-10 Girls 25 Butterfly
70. 9-10 Boys 25 Butterfly
71. 11-12 Girls 50 Butterfly
72. 11-12 Boys 50 Butterfly
73. 13-14 Girls 50 Butterfly
74. 13-14 Boys 50 Butterfly
75. 15-18 Girls 50 Butterfly
76. 15-18 Boys 50 Butterfly

### FREESTYLE RELAY EVENTS

77. 7-8 Girls 100 Freestyle Relay
78. 7-8 Boys 100 Freestyle Relay
79. 9-10 Girls 100 Freestyle Relay
80. 9-10 Boys 100 Freestyle Relay
81. 11-12 Girls 200 Freestyle Relay
82. 11-12 Boys 200 Freestyle Relay
83. 13-14 Girls 200 Freestyle Relay
84. 13-14 Boys 200 Freestyle Relay
85. 15-18 Girls 200 Freestyle Relay
86. 15-18 Boys 200 Freestyle Relay

## ASA DeKalb Swim League Dual Meet Order of Events

#	AGE/SEX	EVENT	#	AGE/SEX	EVENT
1	6 & Under Girls	100 Yard Freestyle Relay	47	7-8 Girls	25 Yard Breastroke
2	6 & Under Boys	100 Yard Freestyle Relay	48	7-8 Boys	25 Yard Breastroke
3	7-8 Girls	100 Yard Medley Relay	49	9-10 Girls	25 Yard Breastroke
4	7-8 Boys	100 Yard Medley Relay	50	9-10 Boys	25 Yard Breastroke
5	9-10 Girls	100 Yard Medley Relay	51	11-12 Girls	50 Yard Breastroke
6	9-10 Boys	100 Yard Medley Relay	52	11-12 Boys	50 Yard Breastroke
7	11-12 Girls	200 Yard Medley Relay	53	13-14 Girls	50 Yard Breastroke
8	11-12 Boys	200 Yard Medley Relay	54	13-14 Boys	50 Yard Breastroke
9	13-14 Girls	200 Yard Medley Relay	55	15-18 Girls	50 Yard Breastroke
10	13-14 Boys	200 Yard Medley Relay	56	15-18 Boys	50 Yard Breastroke
11	15-18 Girls	200h Yard Medley Relay			
12	15-18 Boys	200 Yard Medley Relay	57	7-8 Girls	25 Yard Butterfly
			58	7-8 Boys	25 Yard Butterfly
13	7-8 Girls	100 Yard I.M.	59	9-10 Girls	25 Yard Butterfly
14	7-8 Boys	100 Yard I.M.	60	9-10 Boys	25 Yard Butterfly
15	9-10 Girls	100 Yard I.M.	61	11-12 Girls	50 Yard Butterfly
16	9-10 Boys	100 Yard I.M.	62	11-12 Boys	50 Yard Butterfly
17	11-12 Girls	100 Yard I.M.	63	13-14 Girls	50 Yard Butterfly
18	11-12 Boys	100 Yard I.M.	64	13-14 Boys	50 Yard Butterfly
19	13-14 Girls	100 Yard I.M.	65	15-18 Girls	50 Yard Butterfly
20	13-14 Boys	100 Yard I.M.	66	15-18 Boys	50 Yard Butterfly
21	15-18 Girls	100 Yard I.M.			
22	15-18 Boys	100 Yard I.M.	67	7-8 Girls	100 Yard Free Relay
			68	7-8 Boys	100 Yard Free Relay
23	6 & Under Girls	25 Yard Freestyle	69	9-10 Girls	100 Yard Free Relay
24	6 & Under Boys	25 Yard Freestyle	70	9-10 Boys	100 Yard Free Relay
25	7-8 Girls	25 Yard Freestyle	71	11-12 Girls	200 Yard Free Relay
26	7-8 Boys	25 Yard Freestyle	72	11-12 Boys	200 Yard Free Relay
27	9-10 Girls	25 Yard Freestyle	73	13-14 Girls	200 Yard Free Relay
28	9-10 Boys	25 Yard Freestyle	74	13-14 Boys	200 Yard Free Relay
29	11-12 Girls	50 Yard Freestyle	75	15-18 Girls	200 Yard Free Relay
30	11-12 Boys	50 Yard Freestyle	76	15-18 Boys	200 Yard Free Relay
31	13-14 Girls	50 Yard Freestyle			
32	13-14 Boys	50 Yard Freestyle			
33	15-18 Girls	50 Yard Freestyle			
34	15-18 Boys	50 Yard Freestyle			
35	6 & Under Girls	25 Yard Backstroke			
36	6 & Under Boys	25 Yard Backstroke			
37	7-8 Girls	25 Yard Backstroke			
38	7-8 Boys	25 Yard Backstroke			
39	9-10 Girls	25 Yard Backstroke			
40	9-10 Boys	25 Yard Backstroke			
41	11-12 Girls	50 Yard Backstroke			
42	11-12 Boys	50 Yard Backstroke			
43	13-14 Girls	50 Yard Backstroke			
44	13-14 Boys	50 Yard Backstroke			
45	15-18 Girls	50 Yard Backstroke			
46	15-18 Boys	50 Yard Backstroke			

## Atlanta Swim Association League Championship 2023 Records

<u>Ev#</u>	<u>Event Description</u>	<u>Time</u>	<u>Date</u>	<u>Swimmer/Team</u>
1	Girls 6&U 100 Free Relay J. Rohal, T. Dickson, C. Cohen, K. Smith	1:17.73	7/12/2001	WINDWARD WAVES
2	Boys 6&U 100 Free Relay A Mitten, L Canova, G Davies, T Meredith	1:21.14	6/29/2012	BROOKWOOD HILLS SWIM TEAM
3	Girls 7-8 100 Medley Relay K. Smith, J. Rohal, C. Cohen, T. Dickson	1:12.63	6/27/2003	WINDWARD WAVES
4	Boys 7-8 100 Medley Relay N Harrison, S King, J Marte, M Gibbs	1:14.10	6/28/2015	2015 HLHK SHARKS
5	Girls 9-10 100 Medley Relay K Smith, T Dickson, C Cohen, J Rohal	1:00.79	6/25/2005	WINDWARD WAVES
6	Boys 9-10 100 Medley Relay M Clayton, S Shah, L Weddington, E Hoppenfeld	59.85	6/29/2014	CHASTAIN PARK TIDAL WAVES
7	Girls 11-12 200 Medley Relay C Gaines, C James, I Achanti, N Johnson	1:58.29	6/29/2019	CITY OF ALPHARETTA SHARKS - ALPH
8	Boys 11-12 200 Medley Relay M Gumbrill, A Chen, T Rice, T Gumbrill	1:55.08	7/2/2016	GEORGETOWN DOLPHINS - GTWN
9	Girls 13-14 200 Medley Relay H Rozenboom, G Johnson, K Hart, E Hicks	1:54.00	7/1/2017	CHASTAIN PARK TIDAL WAVES - CHAS
10	Boys 13-14 200 Medley Relay J Aikins, G Egolf, N Bohn, B Sasser	1:41.20	7/1/2017	POLO GCC DOLPHINS - POLO
11	Women 15&O 200 Medley Relay A Sutter, H McNay, A Heizer, H Sutter	1:46.82	6/26/2024	WINDING VISTA VIPERS SWIM TEAM - WINDI
12	Men 15&O 200 Medley Relay O Mcdonald, G Schwandt, W Mcdonald, C Cook	1:32.94	7/2/2022	EDENWILDE BARRACUDAS -
13	Girls 6&U 25 Free	16.97	1986	KATIE RICHARDSON - BROOKFIELD CC
14	Boys 6&U 25 Free	16.97	6/29/2019	JORDAN COLLINS - ST. MARLO
15	Girls 7-8 25 Free	14.92	7/1/2022	AL8 HALEY BOLDUC - ALPHARETTA
16	Boys 7-8 25 Free	13.94	6/29/2019	LUKE GERDES - GATORS
17	Girls 9-10 25 Free	13.01	6/28/2015	SADIE CLAYTON - CHAS
18	Boys 9-10 25 Free	12.86	6/27/2018	ISAIAH LEWIS - LINDMOOR WOODS
19	Girls 11-12 50 Free	22.57	6/28/2024	ALISA VLAIC - PB PIRANHAS
20	Boys 11-12 50 Free	23.57	6/28/2010	JACOB RUBIN - WELL-WAVES-GA
21	Girls 13-14 50 Free	24.04	6/28/2015	TATUM SMITH - HHLN
22	Boys 13-14 50 Free	21.61	7/2/2016	CAM AUERBACH - SKRG
23	Women 15&O 50 Free	23.26	6/26/2024	ABIGAIL HEIZER - WINDING VISTA
24	Men 15&O 50 Free	19.89	6/26/2021	JACK AIKINS - POLO-GA
25	Girls 7-8 50 Free	30.50	1988	KATIE RICHARDSON - BROOKFIELD CC
26	Boys 7-8 50 Free	30.07	7/1/2012	CARSON KENNEDY - OXFORD MILL
27	Girls 9-10 50 Free	27.11	6/27/2024	HALEY BOLDUC - ALPHARETTA
28	Boys 9-10 50 Free	26.91	6/29/2014	NATHAN JIN - ALP
29	Girls 11-12 100 Free	53.50	7/2/2016	HAILEY GALBRAITH - LAKE FOREST
30	Boys 11-12 100 Free	50.38	7/2/2022	TOM CUI - MEDLOCK BRIDGE
31	Girls 13-14 100 Free	52.32	6/27/2018	GIGI JOHNSON - CHAS
32	Boys 13-14 100 Free	47.27	7/2/2016	CAM AUERBACH - SKRG
33	Women 15&O 100 Free	49.65	6/26/2024	ABIGAIL HEIZER - WINDING VISTA
34	Men 15&O 100 Free	44.43	6/28/2015	KNOX AUERBACH - SKRG
35	Girls 6&U 25 Back	20.21	6/28/2015	PILAR KING - 15 HLHK SHARKS
36	Boys 6&U 25 Back	19.96	6/29/2013	LUKE SANDBERG - FONTAINEBLEAU
37	Girls 7-8 25 Back	17.10	6/29/2014	SADIE CLAYTON - CHAS
38	Boys 7-8 25 Back	16.62	6/29/2019	LUKE GERDES - GATORS
39	Girls 9-10 25 Back	15.05	6/26/2024	ALICE URAZHDIN - IN TOWN DOLPHINS
40	Boys 9-10 25 Back	14.67	6/28/2023	LUKE BLACK - WINDING VISTA
41	Girls 11-12 50 Back	28.08	6/27/2018	JAYLA THOMPSON - HLHK
42	Boys 11-12 50 Back	27.31	6/29/2014	IAN GRUMM - VPCA
43	Girls 13-14 50 Back	27.12	6/29/2014	LAINIE BELL - AVONDALE

44	Boys 13-14 50 Back	24.61	6/28/2018	IDRIS MUHAMMAD - COOL SHARKS
45	Women 15&O 50 Back	26.15	6/28/2023	JORY RICHARDSON - LC WAHOO
46	Men 15&O 50 Back	21.94	7/2/2022	OWEN MCDONALD - EDENWILDE BARRAC
47	Girls 7-8 100 IM	1:17.78	6/29/2014	SADIE CLAYTON - CHAS
48	Boys 7-8 100 IM	1:16.09	6/29/2012	CARSON KENNEDY - OXFORD MILL
49	Girls 9-10 100 IM	1:07.19	7/2/2016	SADIE CLAYTON - CHAS
50	Boys 9-10 100 IM	1:06.30	6/29/2014	NATHAN JIN - ALP
51	Girls 11-12 100 IM	1:01.18	6/27/2018	ELLA JONES - OXFORD MILL
52	Boys 11-12 100 IM	59.35	7/1/2017	THOMAS XIAO/TOM CUI - GATORS/MEDLOCK B
53	Girls 13-14 100 IM	58.59	6/29/2014	LAINIE BELL - AVON -DK
54	Boys 13-14 100 IM	53.14	6/28/2015	LIAM BELL - AVON -DK
55	Women 15&O 100 IM	58.08	6/28/2023	JORY RICHARDSON - LC WAHOO
56	Men 15&O 100 IM	48.38	7/2/2022	OWEN MCDONALD - EDENWILDE BARRAC
57	Girls 7-8 25 Breast	18.74	6/28/2015	SARELL TUTT - MARLINS
58	Boys 7-8 25 Breast	19.07	7/1/2012	SAAVAN SHAH - COOLSHARKS
59	Girls 9-10 25 Breast	15.87	6/30/2017	GIANNA VARRONE - FIELDSTONE
60	Boys 9-10 25 Breast	16.03	6/28/2015	THOMAS XIAO - GATORS
61	Girls 11-12 50 Breast	31.52	7/2/2016	MIA SHAFFER - LAKE FOREST
62	Boys 11-12 50 Breast	29.63	7/1/2017	AL-8 THOMAS XIAO - GATORS
63	Girls 13-14 50 Breast	30.14	7/2/2016	ADDIE FARRINGTON - FALLS FINS
64	Boys 13-14 50 Breast	26.37	6/28/2015	LIAM BELL - AVON -DK
65	Women 15&O 50 Breast	29.81	6/29/2023	EVELYN ENTREKIN - ROXBORO SHARKS
66	Men 15&O 50 Breast	24.97	6/29/2019	LIAM BELL - AVON -DK
67	Girls 7-8 25 Fly	15.73	1989	ZIBBY STOKES - BROOKWOOD HILLS
68	Boys 7-8 25 Fly	15.34	6/25/2005	BLAKE RABIN - COOL SHARKS
69	Girls 9-10 25 Fly	13.09	7/2/2016	SADIE CLAYTON - CHAS
70	Boys 9-10 25 Fly	13.33	6/28/2023	PARKER WHEELER - COOL SHARKS
71	Girls 11-12 50 Fly	26.43	7/1/2013	TATUM SMITH - HHLN -GA
72	Boys 11-12 50 Fly	26.21	6/26/2024	PARKER WHEELER - COOL SHARKS
73	Girls 13-14 50 Fly	25.70	6/28/2015	TATUM SMITH - HHLN -GA
74	Boys 13-14 50 Fly	24.05	6/28/2024	TY MCGINN - FIELDSTONE FINS
75	Women 15&O 50 Fly	24.54	6/26/2024	ABIGAIL HEIZER - WINDING VISTA
76	Men 15&O 50 Fly	21.76	6/25/2021	PETER SACCA - MALLARDS
77	Girls 7-8 100 Free Relay	1:04.03	6/27/2003	WINDWARD WAVES
78	Boys 7-8 100 Free Relay	1:03.15	7/8/2000	KENNEDY REC CENTER
79	Girls 9-10 100 Free Relay	54.14	6/27/2024	CITY OF ALPHARETTA SHARKS - ALPHA
M Coleman, K Haygood, A Retana, H Bolduc				
80	Boys 9-10 100 Free Relay	53.60	6/25/2014	CITY OF ALPHARETTA SHARKS
A Lu, A Grottle, N Makarishchev, A Jin				
81	Girls 11-12 200 Free Relay	1:48.40	6/27/2018	CHASTAIN PARK TIDAL WAVES - CHAS
C Masterson, L Foglesong, M Kinerman, S Clayton				
82	Boys 11-12 200 Free Relay	1:44.43	7/2/2016	OXFORD MILL STINGRAYS - OXFOR
J Kennedy, B Spann, J Bao, J Margarite				
83	Girls 13-14 200 Free Relay	1:43.88	7/1/2017	CHASTAIN PARK TIDAL WAVES - CHAS
G Johnson, E Hicks, K Hart, H Rozenboom				
84	Boys 13-14 200 Free Relay	1:31.44	7/1/2017	POLO GCC DOLPHINS - POLO
N Bohn, G Egoal, B Sasser, J Aikins				
85	Women 15&O 200 Free Relay	1:38.84	6/29/2019	CHASTAIN PARK TIDAL WAVES - CHAS
86	Men 15&O 200 Free Relay	1:24.78	7/2/2022	EDENWILDE BARRACUDAS -
C Cook, G Schwandt, W Mcdonald, O Mcdonald				



# Appendices

**League Championship Rules**

**Meet Awards**

**League Ranking Calculations**

**Heat Sheet Ad Rates and Information**

**Starter Evaluation Form**

**Current US Swimming Rules**

**Safe Starting Procedure and Training**

**Swimtopia Sample Forms**

**Meet Entry Matrix Report**

**Heat Sheet**

**Place Judge's Form**

**Lane/Timer Form**

**Roster of ASA Teams, Contacts and Pool Info - Visit -**

**<https://asa.swimtopia.com/asa-teams>**

**2025 Schedule**

**<https://asa.swimtopia.com/schedule>**

**ASA Best Practices for Team Safety**

## Appendix 1

### Atlanta Swim Association Championship Rules and Regulations

1. **Participation Requirements:** A swimmer must have participated in at least one regularly scheduled dual or virtual meet to be eligible for the championship meet.
2. **Team Status Form:** Teams must provide information on their team, and select volunteer job preferences. Please complete the team status form <https://forms.gle/e7UuRqNiKterv8jw8> by Wednesday, June 11.
3. **Entry Fees:** Entry fees for the 2025 meet will be \$50 per swimmer. The entry fee check should be made payable to Atlanta Swim Association and should be brought to each team's session or team checkin. Teams must submit ONE CHECK for their entry fees. Entry fees along with a final balance of team dues must be delivered by the first day of the league championship your team competes. Late entries are allowed for the league championship meet on a lane availability basis for individual events only at a cost of \$50 per individual event and \$70 per relay, relay only swimmers are subject to a \$50 per swimmer fee. Changing of events at the league championship will be permitted at the discretion of meet management up to 48 hours prior to that team's divisional session at the late entry fee rate.
4. **Entry Format and Deadline:** Entries must be completed using Swimtopia. Teams do not need to include heat/lane assignments, entries will be seeded based on entry time. Entries submitted without entry times will be seeded last at NT's (no time). All entries are due no later than Friday, June 20 at 1 pm and marked as ready from the team on their Swimtopia page.
5. **Entry Limits:** Each swimmer is allowed to enter two individual events and two relays. Teams may enter and score as many swimmers as they want in any individual event. There is an allowance for swimmers who are declaring as eligible to qualify for state (and are marked as such in the entries) to swim ONE additional event, this must be an exhibition event and marked as exhibition when entered.
6. **Relay Entry Limit:** For the championship, teams may only enter 3 relays in each relay event and only one relay per team per relay event can score. If a team places more than one relay in the top 24 they will receive awards for the swim, but they will not receive the points. Those points will be given to the remaining teams displaced by second relays.
7. **Meet Format:** This is a timed final event. Teams will swim in one session only. The meet will be conducted in 2 pools (one boys and one girls)
8. **Meet Warmups:** Scheduled warmups for each session will be offered 90 minutes prior to the start of your scheduled championship session. Feet first entries for all warmups only, except for designated one way sprint lanes. Teams failing to follow these procedures will be removed from their warmup session.
9. **Swimming Up:** The rules regarding swimming up in age group in dual meet competition apply for the League Championship Meet.
10. **Team Awards:** For the Championship we will provide team trophies for first through eighth place for each session. Trophies will be presented at the end of each session.
11. **Scoring:** The top 24 places for the championship score.

12. **Meet Bullpen and Athlete Staging:** All swimmers must go through the bullpen/staging areas to participate in any individual race. Teams will take their relays directly to the blocks. All swimmers should report to the bullpen on the first call. No swimmer will be paged to the bullpen. Only competitors and authorized meet workers are allowed in the bullpen.
13. **Coaches Passes:** Teams must submit the names of all coaches age 15 and over who will be attending the meet by Wednesday, June 20 via <https://forms.gle/UhinvHkKvXVs8iju8> . All submitted coaches must have completed the required background checks and certifications or they will not receive a credential.
14. **Coaches Area:** Only coaches will be allowed in the coach's area.
15. **Late Entries and Changes** – Late entries are allowed for the league championship meet on a lane availability basis for individual events only at a cost of \$50 per individual event and \$70 per relay, relay only swimmers are subject to a \$50 per swimmer fee. Changing of events at the league championship will be permitted at the discretion of meet management up to 48 hours prior to that team's championship session at the late entry fee rate.
16. **Required Orientation Meeting: All teams must participate in a required orientation Zoom meeting held Saturday, June 14 at 1 pm. Teams not represented at this meeting will be subject to a \$250 fine or removal from the meet. We strongly suggest all members of your coaching staff and team reps participate in the meeting.**

Join Zoom Meeting

<https://us06web.zoom.us/j/93804786502>

Meeting ID: 938 0478 6502

One tap mobile

+19292056099,,93804786502# US (New York)

+13017158592,,93804786502# US (Washington DC)

17. **Spectators** are allowed for the meet. Spectators should remain in the designated spectator area and stay out of the team areas upstairs unless they have credentials to be there. Spectators are not allowed on the pool deck at any time, only credentialed team members can be on the deck.
18. **Athlete Supervision:** Each team will be provided a limited number of extra credentials for the meet to allow for meet volunteers, as well as parent supervisors to help teams oversee their athletes.
19. **Credentials:** All coaches, meet workers and team helpers must display their credentials at all times. Anyone without a credential will be asked to leave the venue.
20. **Heat Sheets:** Heat sheets will be emailed to coaches and team reps as well as posted online at least 48 hours prior to your session at <https://asa.swimtopia.com/championship> . Heat sheets will also be available free of charge via the Hy Tek Meet Mobile app as well. Printed copies will not be provided for teams, please print your own copies for your team use. Please remind your parents of this as well.
21. **Team Arrival and Building Entry:** Each team will have a scheduled arrival time that they can enter the building. This will be based on their scheduled warmup time; their building entry time will be 30 minutes before their scheduled warmup time. Teams must enter the building as one group. Any stragglers may be collected by a coach or team representative that can escort the swimmer into the venue to your team area. There will be a meeting area outside of the Campus

Recreation Center entrance where coaches and team coordinators can collect their team members before entering the venue as one group. Teams must go directly to their assigned team seating location upon building entry and remain there until their scheduled warmup time.

22. **Team Areas:** For the 2025 ASA Championship each team will have a specifically designated team area located in the spectator stands upstairs or on the pool deck. In even years we will try to seat teams A-M on the deck, in odd numbered years teams N-Z will get priority seating on the deck, space provided. Swimmers are required to remain in their team area unless they are going to the bullpen for their scheduled event. Swimmers should promptly return to their team area as soon as their event is completed and they have warmed down after their swim.
23. **Meet Results:** Results from each session will be posted at <https://asa.swimtopia.com/championship> as soon as that session has concluded. Live results can be viewed by using the Meet Mobile ap.
24. **Awards:** The top 30 swimmers will receive awards for each championship session. Medals will be provided for the top 10 individual finishers and top 3 relays in each championship session; ribbons will be provided for all other places.
25. **Parking:** Cars illegally parked will be towed immediately at the owner's expense. Please carpool whenever possible, this is a very large event. Coaches and team vehicles will NOT receive free parking passes. Prepaid parking will be available in the W10 parking deck that is adjacent to the CRC. To park in this deck, you must prebuy a parking pass, you cannot pay at the gate. To prepurchase parking please visit <https://gatech.parkmobile.io/events> . Parking costs will be between \$12-15. Overflow parking for W10 and any day of parking for those who did not prepay is located at the W23 lot at 905 State St. These are relatively short walks from the pool. A map of the area can be found at [Georgia Tech General Parking Map](#) and [ASA Parking Diagram and Map](#) Please plan accordingly

#### **Venue Requirements for the Georgia Tech Campus Recreation Center and GTAC**

1. There is no smoking allowed in the GTAC.
2. Glass objects are prohibited in the GTAC.
3. All teams are to set up camp in their assigned team upstairs, please see the facility map and seating chart to figure out where your team is seated. Please only sit in your team area.
4. Swimmers should report for their events when called. Swimmers should enter the pool deck either via the back hallway beneath the upstairs spectator seating and report to your respective bullpens (please see the map in the heat sheet).
5. Swimmers should exit the pool deck via the double doors located by their competition pool.
6. The warmup pool located by the scoreboard is for warmup and warmdown ONLY. Horseplay in this area during the meet will result in the pool being closed. The diving well will NOT be available during the meet for this purpose. All warmups and warmdowns should be supervised by a coach. Feet first entries for all warmups only, except for designated one way sprint lanes. Teams failing to follow these procedures will be removed from their warmup session.
7. Only swimmers going to their race, coaches and credentialed meet workers are allowed on deck during the meet. Please try to keep the downstairs hallway clear during the meet.
8. Please keep all stairways and hallways clear during the meet. Team setup is not allowed in those areas for any reason. Do not stand in the stairways or aisleways for spectator seating.
9. Results will be posted on the second level beneath the spectator seating area.
10. Official Meet T Shirts and Heat sheets are on sale at the Fine Designs/Friend's Unlimited Swim Shop located on the second level beneath the spectator seating area.

## APPENDIX 1 - AWARDS

### DUAL MEET AWARDS

#### A. Dual Meet Ribbons

1. In individual events, swimmers will be awarded first through however many lanes a pool has place ribbons in scoring and individual events.
2. In relay events, swimmers will be awarded with first and second place ribbons only, no ribbons will be awarded for other places in relay events.
3. **The home team will provide all ribbons for heat 1 events, Each team is responsible for providing their own exhibition ribbons.**

#### B. Dual Meet Season Trophies: Trophies are awarded by ranking all teams in the order of the number of wins during the dual meet season.

- Teams with a 5-0 record will receive a Dual Meet Champion Trophy
- Teams with a 4-1 record will receive a Dual Meet Second Place Trophy
- Teams with a 3-2 record will receive a Dual Meet Third Place Trophy
- Teams must call in results of each meet within 24 hours of the end of the meet.

### LEAGUE CHAMPIONSHIP AWARDS

- A. Team awards for the Divisional Session will be awarded for the top 8 teams in each session.
- B. **Coach of the Year: Each team is encouraged to submit a nomination letter to the league coordinator for the coach that they feel merits this award. This letter will weigh heavily in the selection of the recipient of this award. This letter must be submitted no later than the entry deadline for the League Championship entries.**
- C. Swimmers will receive medals for 1<sup>st</sup> through 10<sup>th</sup> place for individual events and 1<sup>st</sup> through 3<sup>rd</sup> place for relays during each championship session, ribbons will be provided for remaining swimmers through 30<sup>th</sup> place  
**ALL awards will be given out at the conclusion of each Championship meet.**

### EDUCATIONAL SCHOLARSHIP AWARDS

ASA is pleased to announce the creation of two \$750 scholarships to be awarded to an eligible graduating senior, male and female, planning to continue their education after high school. Our goal is to encourage our swimmers, help promote the positive benefits of swimming, the importance of community involvement and offer educational support.

Eligibility will be based on the following selection criteria:

- Must be a graduating Senior and registered in the ASA swim league
- A written Letter of Recommendation must be submitted to the league for the swimmer to be considered
- Points scored in the ASA Championship Meet (individual & relays events)

The scholarship will be based on the combination of the above criteria and will be presented at the conclusion of the ASA Championship meet. **The deadline for nomination letters is the same date as ASA Championship entries.**

**APPENDIX 2**  
**CALCULATION OF TEAM RANKINGS AND SCHEDULING**

Each team is ranked according to their performance and team size during the previous year. For every dual meet win a team receives 3 ranking points, **a team is credited one ranking point for each 20 swimmers on their previous season's roster with swimmers 8 and under counting as ½ of a swimmer**, a team also receives one ranking point for every 50 points scored at the League Championship Meet. In the case of a tie the teams with the higher point total at the league championship meet will receive the higher ranking.

No team may jump more than six ranking places from one year to the next. This rule includes teams that are moved up a place due to a team falling under this requirement. Teams may however fall more than six places in the rankings from one year to the next.

Team schedules are comprised of a team swimming teams ranked no more than 6 places above or below their current ranking. However, teams in the top 9 spots are subject to swimming a team in the top 3 spots in the league. Teams will swim in their geographic division when possible. However, inter-divisional (super division) meets may be scheduled with teams in the Super Division as follows: Teams that rank in the top 2 spots in their geographic division or have more than 42 ranking points will be considered "Super Division" teams. Teams with fewer than 30 ranking points would be excluded from the Super Division unless they elect to swim with those teams. In certain case a home and away meet will be scheduled in the same season for teams meeting the following 2 criteria. A team size of over 175 swimmers and ranking score of over 35 ranking points. In some cases, odd numbers of teams in divisions from year to year may require inter-divisional meets or tri meets.

There will be a North Super Division consisting of the North, West, East and Roswell Divisions. There will be a South Super Division consisting of the South and ASA-DeKalb Divisions. Teams in the Super Division MAY be matched with teams outside of their immediate geographic area, but still in their Super Division area. All interdivisional meet will be governed by ASA rules, event order (86 events), and will begin at 5:30 pm.

Teams with 2 home meets one season should have 3 home meets the next season. In certain cases this may not be possible. All efforts will be made to maintain a home and home situation will apply for teams swimming each other in consecutive seasons.

**ATLANTA SWIM ASSOCIATION - - - STARTER EVALUATION FORM**

DATE OF MEET \_\_\_\_\_ MEET: \_\_\_\_\_ VS. \_\_\_\_\_

STARTER: \_\_\_\_\_ TEAM REPRESENTATIVE: \_\_\_\_\_

		<u>Low</u>			<u>High</u>	
1	PROMPTNESS .....	1	2	3	4	5
2.	APPEARANCE .....	1	2	3	4	5
3.	ATTITUDE .....	1	2	3	4	5
4.	COMMAND OF MEET .....	1	2	3	4	5
5.	RULE KNOWLEDGE .....	1	2	3	4	5
6	RAPPORT .....	1	2	3	4	5

COMMENTS:

Please complete and send to:

Atlanta Swim Association  
 2395 Christopher's Walk  
 Atlanta, Georgia 30327  
 Attention: Franke Marsden

## UNITED STATES SWIMMING TECHNICAL RULES (Rev. 4/1/19)

### 101.1 STARTS

1. Equipment — A loudspeaker start system conforming to 103.18, with or without an underwater recall device, and an electronic strobe signal visible to all manual timers for forward and backstroke starts, shall be the preferred starting device.
2. The Start
  - A. At the commencement of each heat, the Referee shall signal to the swimmers by a short series of whistles or the verbal instruction "STEP UP" to remove all clothing except for swimwear, followed by a long whistle indicating that they should take and maintain their positions on the starting platform, the deck, or in the water. In backstroke and medley relay events, at the Referee's first long whistle or the instruction "STEP IN", the swimmers shall immediately enter the water and at the second long whistle shall return without undue delay to the starting position.
  - B. When the swimmers and officials are ready, the Referee shall signal with an outstretched arm to the Starter that the swimmers are under the Starter's control.
  - C. On the Starter's command "take your mark", the swimmers shall immediately assume their starting position, in the forward start, with at least one foot at the front of the starting platform or the deck. Swimmers starting in the water must have at least one hand in contact with the wall or starting platform. When all swimmers are stationary, the Starter shall give the starting signal.
  - D. When a swimmer does not respond promptly to the command "take your mark," the Starter shall immediately release all swimmers with the command "stand up" upon which the swimmers may stand up or step off the blocks.
  - E. A swimmer shall not be disqualified for an illegal starting position at the start if the race is permitted to proceed. Enforcement of the correct starting position is the responsibility of the Starter.
3. False Starts
  - A. Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms the Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "stand up" command and may step off the blocks.
  - B. If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the Referee independently observes and confirms the Starter's observation that a violation occurred, the swimmer or swimmers who have false started shall be disqualified upon completion of the race.
  - C. If the recall signal is activated inadvertently, no swimmer shall be charged with a false start and the Starter shall restart the race upon signal by the Referee.
  - D. A swimmer who would otherwise be charged with a false start may be relieved of the charge if the false start was caused by the swimmer's reaction to the "stand up" command.
4. Deliberate Delay or Misconduct
  - A. The Starter shall report a swimmer to the Referee for delaying the start, for willfully disobeying an order or for any other misconduct taking place at the start, but only the Referee may disqualify a swimmer for such delay, willful disobedience or misconduct.
  - B. The Referee shall disqualify a swimmer who fails to appear at the starting platform ready to swim in time for the initial start of his/her heat.
  - C. Such disqualification shall not be charged as a false start.

### 101.2 BREASTSTROKE .

- 1 Start — The forward start shall be used. .
- 2 Stroke — After the start and after each turn when the swimmer leaves the wall, the body shall be kept on the breast. It is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement. The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head shall break the surface of the water. After the start and after each turn, the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.
- 3 Kick — After the start and each turn, at any time prior to the first breaststroke kick a single butterfly kick is permitted. Following which, all movements of the legs shall be simultaneous and in the same



horizontal plane without alternating movement. The feet must be turned outwards during the propulsive part of the kick. Scissors, alternating movements or downward butterfly kicks are not permitted except as provided herein. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.

4. Turns and Finish — At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously at, above, or below the water level. At the last stroke before the turn and at the finish an arm stroke not followed by a leg kick is permitted. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

### **101.3 BUTTERFLY .**

1. Start — The forward start shall be used.
2. Stroke — After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring the swimmer to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish. From the beginning of the first arm pull, the body shall be kept on the breast except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Both arms must be brought forward simultaneously over the water and pulled back simultaneously under the water throughout the race.
3. Kick — All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.
4. Turns — At each turn the body shall be on the breast. The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired. The shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall.
5. Finish — At the finish, the body shall be on the breast and the touch shall be made with both hands separated and simultaneously at, above, or below the water surface.

### **101.4 BACKSTROKE .**

1. Start — The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter, before or after the start, is prohibited. When using a backstroke ledge at the start, the toes of both feet must be in contact with the end wall or face of the touchpad. Bending the toes over the top of the touchpad is prohibited.
2. Stroke — The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface of the water.
3. Turns — Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may be turned past the vertical toward the breast after which an immediate continuous single arm pull or immediate continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to a position on the back upon leaving the wall.
4. Finish — Upon the finish of the race, the swimmer must touch the wall while on the back. 101.5

### **101.5 FREESTYLE**

1. Start — The forward start shall be used.
2. Stroke — In an event designated freestyle, the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface.
3. Turns — Upon completion of each length the swimmer must touch the wall.
4. Finish — The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance.

### **101.6 INDIVIDUAL MEDLEY —**

1. The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly; the second one-fourth, backstroke; the third one-fourth, breaststroke; and the last one-fourth, freestyle. .
2. Start — The forward start shall be used.
3. Stroke — The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke, except in the freestyle, the swimmer must be on the breast except when executing a turn.
4. Turns
  - a. Intermediate turns within each stroke shall conform to the turn rules for that stroke, except that in the freestyle turn, the swimmer must return to the breast before any kick or stroke.
  - b. The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed, and shall be as follows:
    - i. Butterfly to Backstroke — The swimmer must touch as described in 101.3.5. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall.
    - ii. Backstroke to Breaststroke — The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke.
    - iii. Breaststroke to Freestyle — The swimmer must touch as described in 101.2.4. Once a legal touch has been made, the swimmer may turn in any manner and must return to the breast before any kick or stroke.
5. Finish — The swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance.

#### **101.7 RELAYS**

1. Freestyle Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.
2. Medley Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly; and fourth, freestyle. Rules pertaining to each stroke used as described in 101.6 (Individual Medley) shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.
3. Rules Pertaining to Relay Races
  - a. A No swimmer shall swim more than one leg in any relay event.
  - b. When automatic relay take-off judging is used, each swimmer must touch the touchplate or pad in his/her lane at the end of the course to have finished his/her leg of the relay race.
  - c. In relay races a swimmer other than the first swimmer shall not start until his/her teammate has concluded his/her leg.
  - d. Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg enters the pool in the area where the race is being conducted before all swimmers of all teams have finished the race.  
Exception: When an in-the-water start is required or such start is approved by the Referee.
  - e. Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.
  - f. In relay races the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before his/her preceding teammate touches the wall shall be disqualified.
  - g. In relay races involving in-the-water starts, the team of a swimmer who has lost touch with the end of the course before his/her preceding teammate touches the wall shall be disqualified, unless the swimmer in default returns to the original starting point at the wall.
  - h. On relays, the second, third and fourth swimmers are prohibited from starting from the top of the adjustable back plate. A swimmer must have at least part of one foot in contact with the starting platform in front of the adjustable back plate during a relay exchange.

## Racing Start Certification Checklist

**All racing start training and certification should be done in at least 6 feet of water.** Check that each step is satisfactorily demonstrated. Steps 1 through 5 are described with accompanying photos in the American Red Cross Safety Training for Swim Coaches Manual. Access the manual on the coaches' tab at [www.usaswimming.org](http://www.usaswimming.org). (See Chapter 2: Head-first Entries and Racing Start Safety.)

**Step 1-5 should be observed the coach for all swimmers with less than one year of competitive experience or who are 10 years of age or younger.**

Progression: The swimmer satisfactorily demonstrated the ability to safely enter the water using:

- Step 1: The sitting position
- Step 2: The kneeling position
- Step 3: The compact position
- Step 4: The stride position
- Step 5: A shallow head-first entry

A diagram of these positions can be viewed at:

<https://www.usaswimming.org/docs/default-source/coaching-resourcesdocuments/ongoing-compliance/racing-start-certification/racing-start-certification-checklist.pdf?sfvrsn=10>

**Step 6 should be completed by the coach for all swimmers, regardless of age or experience. Check either one of the boxes below depending on the age and experience of the swimmer:**

For swimmers age 10 years and under and/or swimmers with less than one year of experience: The swimmer has satisfactorily completed the racing start learning progression and demonstrated the ability to safely execute a shallow racing start from a starting block.

**OR**

For swimmers age 11 years and older with more than one year experience: Based on prior competitive experience, the swimmer is capable of safely controlling the depth of his or her racing starts.

# Meet Entries Matrix

4/11/22, 3:47 PM

Manage: ASA

**ASA**  
**Meet Entries Matrix**  
**2021-22 APS Nov 11 Meet — 2021-11-11**  
 Age Up Date: 2021-11-11 — Course: SC Meters

Group by status  
 Show athlete numbers

## Women Open

Athlete name	Age	# 2 200 Medley Relay	# 4 50 Free	# 6 50 Fly	# 8 50 Back	# 10 100 Free	# 12 50 Breast	# 14 200 Free Relay	# 16 100 IM	Attendance	Swim-up Entries
Dickey, Megan	14	--	46.22*	<sup>1 1</sup> 56.45*	59.31*	--	--	--	--	Attending	
Fishback, McKenzie	14	--	<sup>1 1</sup> 1:23.90*	1:51.39*	1:29.50*	--	--	--	--	Attending	

# Place Judges Form

4/11/22, 3:56 PM

Meet Maestro™

PLACE JUDGE

## Event 3 Heat 3: Men Open 50m Freestyle

1st	2nd	3rd	4th	5th	6th
4	3	2	6	5	1

LANE ATHLETES		TEAM	PLACE	TIME
1	Cater, Krzysztof (15)	MIHS	6	19.11
2	Evans, Jeremiah (11)	BTW	3	16.11
3	Sanchez, Aldrich	BTW	2	15.11
4	Manning, Ashton (17)	MIHS	1	14.89
5	Warner, Jack (13)	MIHS	5	17.55
6	Tookes, Bryson (14)	MIHS	4	17.11

2021-22 APS Nov 11 Meet — Nov 11, 2021

Printed 04/11/22 03:51 PM

# Lane Timer Sheet (Continuous Format by Lane)

Timer Sheets

2021-22 APS Nov 11 Meet — Nov 11, 2021

Page 1 of 12

## #1 Men Open 200m Medley Relay

Lane 1 Heat 1 No Swimmer \_\_\_\_\_

## #2 Women Open 200m Medley Relay

Lane 1 Heat 1 No Swimmer \_\_\_\_\_

## #3 Men Open 50m Freestyle

Lane 1 Heat 1 No Swimmer \_\_\_\_\_  
 Lane 1 Heat 2 Palmer, Dionte ( ) DOUG NT \_\_\_\_\_  
 Lane 1 Heat 3 Cater, Krzysztof (15) MJHS 45.84 \_\_\_\_\_

## #4 Women Open 50m Freestyle

Lane 1 Heat 1 No Swimmer \_\_\_\_\_  
 Lane 1 Heat 2 Reinblatt, Chloe (17) MJHS 55.81 \_\_\_\_\_

# Heat Sheet

Heat Sheet

2021-22 APS Nov 11 Meet — Nov 11, 2021

Page 1 of 1

## #1 Men Open 200m Medley Relay

**Heat 1 of 1 Est Start: 5:30 PM**  
 3 Jackson (AtI) A MJHS 2:28.70  
 1) Davis, Zion (16) 2) Lewis, Cameron (15)  
 3) Smith, Jason (15) 4) Lueder, Harrison (16)

## #2 Women Open 200m Medley Relay

**Heat 1 of 1 Est Start: 5:33 PM**  
 3 Jackson (AtI) A MJHS NT  
 1) Bowers, Maia (15) 2) Lance, Claire (17)  
 3) Cent, Sydney (14) 4) Groach, Rembe (15)

## #3 Men Open 50m Freestyle

**Heat 1 of 3 Est Start: 5:38 PM**  
 2 Davis, Andy (EXH) 13 MJHS NT  
 3 Gates, Elisha DOUG NT  
 4 Smith, Liam 15 MJHS NT  
 5 Walton, Kash BTW NT

**Heat 2 of 3 Est Start: 5:39 PM**  
 1 Palmer, Dionte DOUG NT  
 2 Freeman, Zion 15 MJHS 1:34.11  
 3 Quartarone, Nick (EXH) 13 MJHS 1:04.37  
 4 Singh, Ravi 15 MJHS 1:12.08  
 5 Morton, Jamir 16 ASA NT  
 6 Allen, Miquan DOUG NT

## #6 Women Open 50m Butterfly

**Heat 1 of 1 Est Start: 5:45 PM**  
 3 Glass, Lily (EXH) 13 MJHS NT

## #7 Men Open 50m Backstroke

**Heat 1 of 2 Est Start: 5:47 PM**  
 3 Freeman, Zion 15 MJHS NT  
 4 Griswold, Beck 17 MJHS NT

**Heat 2 of 2 Est Start: 5:49 PM**  
 1 Tookes, Bryson 14 MJHS NT  
 2 Manning, Ashton 17 MJHS NT  
 3 Warner, Jack (EXH) 13 MJHS 48.82  
 4 Quartarone, Nick (EXH) 13 MJHS 1:21.05  
 5 Singh, Ravi 15 MJHS NT  
 6 Davis, Andy (EXH) 13 MJHS NT

## #8 Women Open 50m Backstroke

**Heat 1 of 2 Est Start: 5:51 PM**  
 2 Vered, Kaylee (EXH) 14 MJHS NT  
 3 Groach, Rembe 15 MJHS NT  
 4 Dryden, Reid (EXH) 13 MJHS NT

**Heat 2 of 2 Est Start: 5:53 PM**  
 1 Steely, Stella 16 MJHS NT  
 2 Bowers, Maia 15 MJHS NT

## #11 Men Open 50m Breaststroke

**Heat 1 of 1 Est Start: 5:59 PM**  
 2 Lueder, Harrison 16 MJHS NT  
 3 Smith, Liam 15 MJHS 49.47  
 4 Griswold, Beck 17 MJHS 1:01.14

## #12 Women Open 50m Breaststroke

**Heat 1 of 2 Est Start: 6:01 PM**  
 3 Singh, Sophie 17 MJHS NT

**Heat 2 of 2 Est Start: 6:02 PM**  
 1 Reinblatt, Chloe 17 MJHS NT  
 2 Bowers, Maia 15 MJHS NT  
 3 Groach, Rembe 15 MJHS 1:04.63  
 4 Steely, Stella 16 MJHS NT  
 5 Whitten, Amakou-Nick 17 MJHS NT  
 6 Fullerton, Dean 16 MJHS NT

## #13 Men Open 200m Freestyle Relay

**Heat 1 of 1 Est Start: 6:04 PM**  
 3 Jackson (AtI) A MJHS 2:18.61  
 1) Davis, Zion (16) 2) Diduck, Tomas (17)  
 3) Lueder, Harrison (16) 4) Smith, Jason (15)

**Heat 2 of 1 Est Start: 6:04 PM**  
 4 Jackson (AtI) B MJHS NT  
 1) Singh, Ravi (15) 2) Manning, Ashton (17)  
 3) Smith, Liam (15) 4) Griswold, Beck (17)

## **2025 Atlanta Swim Association Dual Meet Schedule**

Please visit <https://asa.swimtopia.com/schedule> to view the 2025 ASA Schedule

## ASA Suggested Best Practices for Safety

The following safety requirements (listed but not limited to) should be adhered to in order to ensure optimum safety in the swimming pool:

- Teams MUST conduct background checks on all coaches and team coordinators who have regular interaction with swimmers in the interests of protecting the safety of their team members.
- Teams should assess the ability of new swimmers prior to the start of practice and set minimum standards to allow swimmers on the team. Many teams require swimmers to complete on length of the pool unassisted to join the team.
- Coaches should complete the Summer League Swimming Coaches Certification Course.
- All coaches should have current First Aid and CPR certifications and should re-certify on the recommended schedules by the American Red Cross. Information on getting training can be found at <https://www.redcross.org/take-a-class>
- Coaches and teams should familiarize themselves with and follow the suggested procedures for the Minor Athlete Protection Program (MAPP) <https://uscenterforsafesport.org/training-and-education/minor-athlete-abuse-prevention-policies/> to follow the guidelines established by Safe Sport.
- If one of your coaches, volunteers, or members is flagged or reported engaging in any activity endangering the welfare of a minor that incident MUST be reported to local law enforcement and proper authorities as soon as possible. This is a state law and MUST be adhered to.
- Teams should be mindful of possible concussions that may occur during the season. For full info on prevention and treatment visit <https://www.choa.org/medical-services/concussion>
- Teams should have a plan for deck evacuation in the event of inclement weather and communicate that plan with visiting teams.
- All swimming practices should be open to observation by parents.
- Two-deep Leadership: One coach and at least one other adult who is not in the water should be present at all practices and other sanctioned team activities whenever at least one athlete is present.
- Open and Observable Environment: An open and observable environment should be maintained for all interactions between adults and athletes. Private, or one-on-one situations, should be avoided unless they are open and observable.
- Athletes should not ride in a coach's vehicle without another adult present. Coaches driving swimmers/divers in ANY capacity should submit driving record to hiring club.
- A qualified life guard, or qualified educator, or qualified coach, should be on the pool deck in addition to any instructor or coach supervising the aquatic activity. Their sole responsibility for monitoring athlete safety at an aquatic activity and they must:
  - Ensure the safety of all athletes. Be alert and attentive at all times.
  - Always have a clear view of the entire pool. Visually scan above and below the water surface.
  - Do not get distracted or leave the pool area.
- The qualified lifeguard, educator, or coach should always enter the pool area first and be the last to leave.
- The qualified life guard, or qualified educator, or qualified coach should ensure the pool is clear of unsafe hazards and has all the necessary safety equipment and is readily available each time the pool is in use. Pool deck must be kept clear of unnecessary equipment.
- There should be a designated telephone in close proximity of the pool deck designated for emergency calls. Know where record book is with parent emergency forms and phone numbers. Review emergency forms and be aware of medical issues of allergies, diabetic, asthma, heart problems and symptoms and have list of what to do if issue and review preseason
- A safety orientation for all participants should be conducted prior to initially using the pool. It should include all safety rules and regulations, including "horse play", diving restrictions, safety procedures, water depth, and any other pertinent safety information. Some examples:
  - During warm-ups – feet first entry, facing water, no turning as enter (splitting chin)
  - **Breathing control and hypoxic training should not be done at the summer league level**
  - No diving without coaches' permission
  - No touching or hanging onto another person while in the water
  - Never push people in the pool, bad example, dangerous
  - No inappropriate behavior on the deck or in the locker room
  - Pool rules should be enforced at all times.