

MSOA Meet Management 101





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by Tom & Gretchen Riker

The success of any swim meet depends on the organization and the meet management. In the words of Vince Lombardi, it's time to go back to basics.

This is a swimming pool.

They are generally the same length, but the area you have to work with can be very different.





We are going to have a swim meet!

Several things must happen
according to the NFHS rules.

Warm up happens

The host team and their meet management oversee warm up.

- Feet first entries
- No jewelry
- Illegal attire
- Illegal caps
- The officials have a job, too
 - Referee checks for necessary equipment and the table personnel (more to follow).
 - Starter checks the starting podium and assign timers
 - Strokes and turns makes sure the counting devices are accessible.

The “more to follow” part

The table

- See that entries are in
- Run an exceptions check
- See if any events can be consolidated
- **If you know the table personnel, make sure they know you won't go ahead of them.**

Some of the necessary equipment

- Proper back stroke flags
- 15 meter marks are visible
- Lap counters
- Check the blocks to make sure they are legal
- Starting device

Pre-meet stuff

- Things I/we should consider:
 - pre meet warm-up
 - conference etc
 -
- Special considerations for “my” pool:
- Notes:
- Key rule book citations:
 - Jewelry rule:
 - Suit rule:
 - Other:

Old school scoring

I carry an “Old School Scoring Packet” with directions.

We have the timers all set.
They have sheets to write the times on.

We need to have someone run times from the lanes to the table.

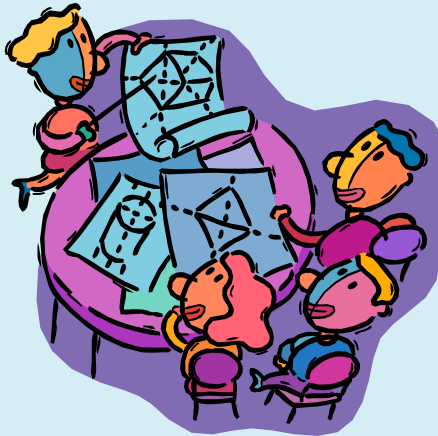
The table needs to be instructed in how to old school score.

I carried the packets for 5 years, without using it. I used it twice this past season.

- And the beat goes on.
- Check the times like you would, check the scores like you would, You'll have to do the exceptions report by hand.



Coaches and Captains meeting:
The referee and each teams coach(es)
and Captains meet
The ground rules are discussed



Pre-meet conference

- Parameters to stay within
- Where swimmers can be
- Jewelry and suit legalities, confirmed from coaches
- Quiet when the whistle blows to assure a fair start.
- Dual confirmation on starts and relay take offs when possible.



The meet begins

Starting protocol

4 whistles to quiet the crowd,
1 long whistle on forward start
calls swimmers on to the
blocks

For back start 1st whistle puts
swimmers in the water, 2nd
whistle places feet.

Referee signals for starter to
take charge.

Starter may or may not
announce the event.

Starter activates the starting
device



Event # 1 The 200 Medley Relay

- At the start of the event, the officials positions on deck.
- Referee and starter at opposite sides of the pool at the starting end if possible. They look for movement and dual confirm.
- Strokes and turns person at the 15 meter mark. (Looks for stroke violation and violation of the 15 meter mark), then moves around to be in the middle of the deck at the turn end.
- The race has started.
- Referee and starter move up the side of the pool as necessary, watching strokes, and return to the start end to view relay take offs, unless not possible.
- Strokes and turns person(s) is/are at the turn end ideally in the middle of the deck at the turn end to view proper turns. Standing at the back stroke flags is not recommended as it is out of sight line.

During the Race

- What do you see?

Be in a position where you can “**see**” the race. “*See*”, do not “*look*” for calls. While you are looking for a call, you may miss something else.

Have pool awareness; are two officials at one end while there are swimmers and no officials at the opposite end?



After Each Race

- Record the finish as you see it, not from the score board
- Check the score board to see that the finishes agree.
- Starter and referee check to see their finish is the same.
- Keep score, even though the computer “staff” will see it done, it is good to have both agree, and you as referee have to sign your name to the correct score
- Call the next event, check for jewelry proper placement of feet, and swimmers are where they belong.



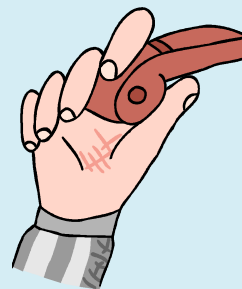
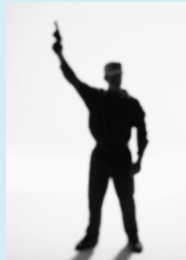
At the break

- Check the time
- Check the score
- Run an exceptions report



As the meet progresses...

- Constantly monitor the pool
- You are there to officiate, and not be social.
- The best meets are when people don't know you are there
- Check scores when you can.



Stroke rules to focus on:

Starts:

Bacstroke:

Breaststroke

Butterfly

Freestyle

Relay Rules:

- And then there's the 500
 - Counting device, to use or not to use
 - Counter(s)?
 - Buzzer/bell, but not the gun lap?

Rules please!



The 500

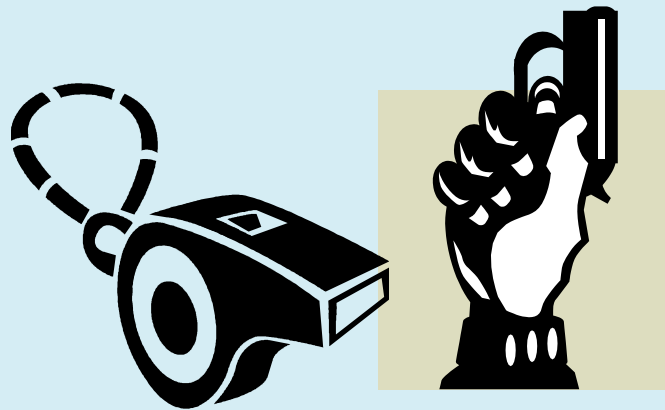
Make sure there is only one person per lane

Make sure the counter knows when to turn the counting device

Counting devices must be provided, but do not need to be used.

One official should keep track of the laps

Signal over the lead swimmers lane when they have 2 laps and 5 yards remaining





Relay swims, freestyle, be in position for take offs

See the take offs, have swimmers exit the pool as quickly as possible, again, record order of finish, then score

Backstroke and Breaststroke

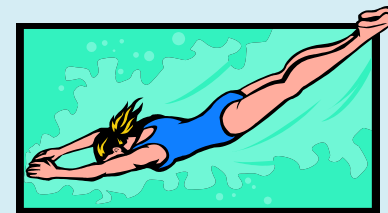
Backstroke

- 2 whistles
- Watch the toes
- Watch the 15 meter mark
- On the turns make sure shoulders are not past vertical
 - Off the wall on the back
 - On the back at the finish



Breaststroke

- Watch the start
- Arm pull, dolphin kick
regular kick
- Two hand touch at the same time.
- On the stomach after the turn



Relays

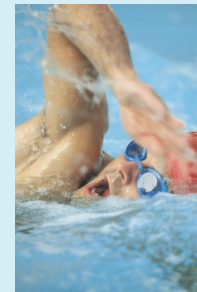
- Medley relays

- Feet on Backstroke start
- Look at the feet on the block then incoming hand.
- See a violation, don't look for it
- Watch each strokes finish
- Did they hit the finish pad?
- Record order of finish



- Freestyle relays

- Lead off swimmer once on the block must stay
- Other swimmers are interchangeable
- Watch the take off (see under medley relay)



The meet is done, but we are not

Consolidate scores with the
scoring table, and the
computer score.

Rectify any issues,

Run an exceptions report.

Sign the score sheet with
your phone number incase
there are questions.

I have a copy printed for
my records.



- Après meet
- I try to meet with the 2 other officials. This is a good learning experience for all officials
- I say a word or two to the coaches.
- I thank everyone.



Think about these things:

How does the Timing system, aka Colorado work?

How do we “wire” the touch pads, finish buttons and starting device all together?

If the starting device is being “funky” what do we do?

How does HyTek work?

How do the Timing system and the HyTek talk to each other?

- Things a referee should know not necessarily in the rule book.
- And these:
- What things would cause us to switch to old school scoring?
- Body fluid type stuff in the pool, what to do (MHS vs. LHS, 2008?)

