

2021

GKAISA Officials Clinic

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Welcome to the 2021 GKAISA Officials Clinic

The Greater Knoxville Area Interclub Swimming Association (GKAISA) exists to “regulate, control, and govern the activities of the member teams in closed dual, triangular, and championship swimming competition in the Greater Knoxville Area.”

GKAISA swim meets are swum in accordance to the USA Swimming Rules and Regulations rules book, except as specifically modified by GKAISA rules. It is the purpose of GKAISA officials to interpret and apply those rules when organizing and operating GKAISA Swim Meets. The purpose of this clinic is to insure that those serving as Referee, Starter, or Stroke & Turn Judge have a common understanding of the rules and procedures for GKAISA swim meets.

All GKAISA Referees, Starters, and Stroke & Turn Judges must be certified in that position to officiate at any GKAISA Swim Meet.

Referee: It is the responsibility of the host team to supply the Referee

The Referee "shall have full authority over all officials and shall assign and instruct them; shall enforce all applicable rules and shall decide all questions relating to the actual conduct of the meet, the final settlement of which is not otherwise assigned by said rules; can overrule any meet official on a point of rule interpretation, or on a judgment decision pertaining to an action which the Referee has personally observed; shall also disqualify a swimmer(s) for any violations of the rules that the Referee personally observes ..."

Certification as a GKAISA Referee requires the person to attend an Officials Clinic each year and successfully complete a certification exam. Prior to being certified as a Referee that person must have been a certified GKAISA Stroke & Turn Judge for at least two years or equivalent other experience.

Starter: It is the responsibility of the host team to supply the Starter

The Starter shall be responsible for insuring that each race is started in a manner that is fair to each participant. Under direction of the Referee, the Starter shall insure the course is clear for the race to proceed; shall announce the event & heat; shall instruct the swimmers to assume a legal starting position and shall cause the starting signal to be given. The Starter, along with the Referee, shall determine when a 'False Start' has occurred, recall the race, and if appropriate, disqualify the swimmer(s) causing the 'False Start'.

Certification as a GKAISA Starter requires the person to attend an Officials Clinic at least once every two years and successfully complete a certification exam.

Stroke & Turn Judge: Each team to supply an equal number of Stroke & Turn Judges

The Stroke and Turn Judge: "shall operate on both sides of the pool, preferably walking abreast of the swimmers during all strokes except freestyle, during which events they may leave poolside, at the Referee's discretion; shall ensure that the rules relating to the style of swimming designated for the event are being observed; shall ensure that when turning or finishing the swimmer complies with the turning and finishing rules applicable to the stroke used; and shall report any violations to the Referee on signed slips detailing the event, the heat number, the lane number, the swimmer's name and the infraction."

Certification as a GKAISA Stroke & Turn Judge requires the person to attend an Officials Clinic at least once every two years and successfully complete a certification exam

2021

GKAISA TECHNICAL RULES

SECTION 101

INDIVIDUAL STROKES AND RELAYS

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 the water except for the final stroke before the turn, during the turn and for the last stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought 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 outward 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..

101.3 - Butterfly (cont'd)

- .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 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 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. *{replacing USA rule language}* **After the swimmer's head has passed the backstroke flag, prior to the turn, the swimmer's upper shoulder may (but is not required to) rotate past the vertical toward the breast before the touch is completed provided such rotation is accompanied by an initiation of the turning action or continuation into the wall. The initiation of the turning action shall be accomplished by a single-arm or simultaneous double-arm pull, or in the absence of such pulls, by an upward or downward, underwater movement of the head. AFTER THE INITIATION OF THE TURNING ACTION, NO ADDITIONAL ARM PULLS MAY BE STARTED; HOWEVER, KICKING AND GLIDING ACTIONS ARE PERMITTED.** The swimmer 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. 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 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 - 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**.

- .1 **Start** - The forward start shall be used.
- .2 **Stroke** - The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke, except in freestyle, the swimmer must be on the breast except when executing a turn.
- .3 **Turns**
 - A. Intermediate turns within each stroke shall conform to the turn rules for that stroke, except in the freestyle, 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:
 - (1) **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.
 - (2) **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.
 - (3) **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.
- .4 **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 **Mixed Gender Relays – must consist of two (2) males and two (2) females.**
- .4 **Rules Pertaining to Relay Races**
 - 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 touch-plate 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 a least part of one foot in contact with the starting platform in front of the adjustable back plate during a relay exchange.

SECTION 102 (partial)

CONDUCT AND OFFICIATING OF ALL SWIMMING COMPETITION

102.22 DISQUALIFICATIONS

- .1 A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. Except for the Relay take-off judges when dual confirmation relay take-off judging, as provided in 102.13.6B, is used, the Referee, Stroke, Turn, or Relay take-off judge upon observing an infraction, shall immediately raise one hand overhead. If the official does not do so, there shall be no disqualification.
- .2 For swimwear disqualifications, refer to 102.8.1.
- .3 The Referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or his/her coach and inform him/her as to the reason for the disqualification. Failure to notify does not negate the disqualification.
- .4 Any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue may be considered for appropriate action or penalty by the **Referee**.
- .5 A swimmer must start and finish the race in the same lane.
- .6 Standing on the bottom during a freestyle race shall not disqualify a swimmer, but a swimmer must not leave the pool, or walk, or spring from the bottom. Standing on the bottom during any other stroke shall result in disqualification.
- .7 Obstructing or otherwise interfering with another swimmer shall disqualify the offender, subject to the discretion of the **Referee**.
- .8 Any swimmer not entered in a race who enters the pool or course in the area in which said race is being conducted before all swimmers therein have completed the race shall be barred from the next individual event in which that swimmer is entered on that day or the next meet day, whichever is first.
- .9 Dipping goggles in the water or splashing water on the competitor's face or body prior to an event shall not be considered as entering the pool unless the **Referee** finds that such action is interfering with the competition.
- .10 Should a foul endanger the chance of success of a swimmer(s), the **Referee** may allow the affected swimmer(s) to reswim the event. In case of collusion to foul another swimmer, the **Referee** may, at his/her discretion, disqualify the swimmer for whose aid the foul was committed, as well as the swimmer committing the foul.
- .11 Grasping lane dividers to assist forward motion is not permitted.
- .12 For relay disqualifications, refer to 101.7.4.
- .13 The time and/or place of any swimmer or relay team disqualified either during or following an event shall not be recorded in the results of the event. If awards have been made prior to the decision to disqualify they shall be returned and made to the proper recipient(s) and if points have been scored by those disqualified the event shall be rescored.
- .14 Time and/or place officially recorded for a swimmer shall not be nullified for violations occurring subsequent to such performance.

SECTION 901

GKAISA STARTING RULES

901.1 THE START

- .1 The Starter shall stand within ten feet of the starting end of the pool and upon signal from the Referee, shall assume control of the swimmers until a fair start has been achieved. Once a fair start has been achieved, the Starter no longer has any responsibility or authority over the swimmers in that heat.
- .2 The Starter, upon receiving clearance from the Referee (for all events except Backstroke and Medley Relay) directs swimmers to step onto the starting block or platform and remain there. In the case of Backstroke and Medley Relay, the Starter will direct the swimmers to step into the water, after which they should immediately return to the starting end of the pool.
- .3 After the Referee's whistle, the Starter instructs the swimmers and directs them to "take your mark," to which they must immediately respond by assuming a starting position with at least one foot at the front of the starting block or platform. Swimmers starting in the water must have at least one hand in contact with the wall or starting platform, or in the case of a Backstroke or Medley Relay start, they must adhere to the form specified in section 101.4.1. Sufficient time should follow "take your mark" to enable swimmers to assume starting positions, but no swimmer shall be in motion immediately before the starting signal is given. When all swimmers are stationary, the Starter shall give the starting signal.

901.2 FALSE STARTS

- .1 When a swimmer does not respond promptly to the command "take your mark" or false starts before the starting signal is given, the Starter shall immediately release all swimmers with the command "Stand Up" upon which the swimmers may stand up or step off the blocks. Any swimmer who enters the water or Backstroker who leaves the starting area shall be charged with a false start, except a swimmer who would otherwise be charged with the false start may be relieved of the charge if the false start was caused by the swimmer's reaction to the command.
- .2 All swimmers leaving their marks before the starting signal is given shall be charged with a false start, except as excused by the Starter or Referee.
- .3 A swimmer who has false started because of the action or movement of another competitor may be relieved of the responsibility for the false start and a false start may be charged only to the offender (Note exception for deliberate delay or misconduct)
- .4 In backstroke or medley relay events a false start may be charged to any swimmer who fails to maintain his/her feet and/or hands in a legal position after the first warning.
- .5 When the starting signal is given and one or more swimmers have obtained an unfair advantage, all swimmers shall be recalled at once by a second signal.
- .6 If 'Dual Confirmation' is being used, a swimmer can be charged with a false start by the Starter only if the Referee has observed the violation and confirms that the violation occurred.
- .7 The Starter shall indicate the swimmer or swimmers, if any, who are charged with a false start.
- .8 Any individual swimmer charged with a second false start in the same heat shall be disqualified and not permitted to swim in the event.
- .9 A swimmer shall not be disqualified for an illegal starting position at the start or charged with a false start if the race is permitted to proceed without recall. Enforcement of the correct starting position is the responsibility of the Starter, who may impose the appropriate penalty for violation before the starting signal is given.

901.3 DELIBERATE DELAY OR MISCONDUCT

- .1 Any swimmer, who delays the start by entering the water or by willfully or deliberately disobeying a Starter's command to step on the blocks or to take a starting position, or for any other misconduct taking place at the start, can be disqualified from the event by the Starter with concurrence of the Referee.
- .2 A swimmer who fails to appear at the starting platform ready to swim in time for the initial start of his/her heat shall be disqualified by the Referee.

SECTION 902 GKAISA STARTING SCRIPTS

902.1 FORWARD START SCRIPT

- Referee blows a series of short whistles, <alerts swimmers to prepare for their heat>

(If this is the first heat of a new event, first announce event, else go directly to 'Heat x, Step Up')

“Event 51, Girls 8 and Under, 25 Yard Butterfly” then,

“Heat 1, Step Up”

- Referee Blows One long whistle, after which they signal to the starter that the course is clear to proceed

“25 Yard Butterfly” <this serves to focus swimmers on impending start>

- Pause, Breathe and let field settle down

“Take Your Mark”

- Pause for swimmers to become stationary, then activate the Starting Signal

902.2 BACKSTROKE START SCRIPT

- Referee blows a series of short whistles, <alerts swimmers to prepare for their heat>

(If this is the first heat of a new event, first announce event, else go directly to 'Heat x, Step In')

“Event 38, Boys 13 & 14, 50 Yard Backstroke” then,

“Heat 1, Step In”

- Referee Blows One long whistle, after which they signal to the starter that the course is clear to proceed

“50 Yard Backstroke” <this serves to focus swimmers on impending start>

“Place Your Feet” <swimmers should then assume a 'relaxed' starting position>, thereafter

- Pause, Breathe and let field settle down

“Take Your Mark”

- Pause for swimmers to become stationary, then activate the Starting Signal

Remember:

- Say “Yard,” not “Yards” or “Meter,” not “Meters.” Avoid hissing “s” sounds as much as possible.
- Say “Butterfly,” not “Fly.” Say “Breaststroke,” not “Breast.” Say “Backstroke,” not “Back.” Say “Freestyle” not “Free.” Say “Individual Medley,” not “I.M.”
- Use hand signals for hearing-impaired swimmers, regardless of whether they are looking at you or not!
- If you use the “Stand up” command, do not repeat the stroke & distance before the next “Take Your Mark” command.
- If you use the “Relax, Please” or “Stand Down” command on the start of the backstroke, DO use the “Place Your Feet” command (but do not repeat the stroke & distance) before the next “Take Your Mark” command.
- Say “Thank You, Ladies (or Gentlemen)” to the swimmers to clear the pool.

STROKE AND TURN

Important Thoughts

As officials, our responsibility is to assist in the conduct of swim competitions so that fair and equitable conditions are maintained and uniformity in the sport is promoted so that no swimmer has an unfair advantage over another.

1. **One set of rules apply to all swimmers**, no matter the age or ability level.
2. Violation of a stroke or turn rule results in the disqualification of the swimmer. Therefore, **the swimmer always receives the benefit of the doubt**.
3. **An official can only make a disqualification within his/her jurisdiction**. Before a meet, the Referee must be sure the stroke and turn judges understand their jurisdictions.
4. When overlapping jurisdiction has been assigned, both judges should not be watching the same swimmer for an entire swim or turn.
5. **As stroke and turn judges, we do not judge style**. We only determine if a swimmer conforms to the rules. A wide variety of stroke styles are allowed under the rules.
6. **Give equal time to empty lanes** (so that no swimmer is watched more than others).
7. **Always look and act professional**. While on deck, your job is to observe the swimmers in the pool. Do not engage in conversation with coaches or spectators while a race is ongoing.
8. Sample DQ procedure:
 - a. Upon observing an infraction within your jurisdiction, you must immediately raise one hand overhead. The hand should be raised as a reflex to the observed infraction, do not wait.
 - b. Complete designated DQ form as soon as possible after observing the infraction, entering all required data on the form and initial or sign form as directed by Referee.
 - c. Give the completed DQ form to the referee or other designated person.
 - d. Stay in your position. Wait until the final swimmer has left your jurisdiction on his or her last lap before moving from your assigned position.

DISQUALIFICATIONS

EVENT _____ HEAT _____ LANE _____

SWIMMER _____

BREASTSTROKE

- During: Start _____ Swim _____ Turn _____ Finish _____
10 Kick: Alternating _____ Butterfly _____ Scissors _____
11 Arms: Non-Simultaneous _____ 2 Strokes Under _____
Not In Same Horizontal Plane _____ Past Hipline _____
12 Elbows Recovered Over Water _____
14 Cycle: Head Not Up _____ Double Pulls/Kicks _____
15 Touch: One Hand _____ Non-Simultaneous _____
16 Not Toward Breast Off Wall _____
19 Other _____

BUTTERFLY

- During: Start _____ Swim _____ Turn _____ Finish _____
20 Kick: Alternating _____ Breast _____ Scissors _____
21 Arms: Non-Simultaneous _____ Underwater Recov _____
23 Touch: One Hand _____ Non-Simultaneous _____
24 Not Toward Breast Off Wall _____
25 Head Did Not Break Surface by 15M _____
29 Other _____

BACKSTROKE

- During: Start _____ Swim _____ Turn _____ Finish _____
30 Toes Over Lip Of Gutter After Start _____
31 Head Did Not Break Surface by 15M _____
32 Not On Back Off Wall _____
33 No Touch At Turn _____
34 More Than One Arm Pull During Turn _____
35 Shoulders Past Vertical _____
36 Completely Submerged Prior to Turn or Finish _____
39 Other _____

INDIVIDUAL MEDLEY

- 41 Stroke Infraction (s) # _____
42 Out Of Sequence _____

FREESTYLE

- 50 No Touch Turn # _____
51 Head Did Not Break Surface by 15M _____

RELAYS

- 70 Stroke Infraction # _____ Swimmer # _____
71 Early Take Off Swimmer # _____
72 Changed Order: Swimmer _____ Stroke _____

OTHER

- 60 False Start _____
61 Delay Of Meet _____
62 Did Not Finish _____
69 Other _____

Judge _____

Referee _____

Aug 2013

GKAISA / NFSHSA

Becoming a Skilled Starter

Your job as a starter is to give the athletes the best start they've ever had every time you say, "Take your mark"... and give the starting signal. This is one of the hardest jobs on the pool deck. You may be fighting heat/cold, noise, equipment that doesn't work properly, conflicts between egos or personalities, new swimmers, or cocky 16-year-olds. So the key is - be prepared.

Get to the meet early enough to check the equipment. Talk to the coaches and athletes (this clues you into any problems that may be simmering on the back burner). Smile and give everyone the feeling that you are a calm professional that will be fair and responsive to the athlete. Get with your referee and discuss how you are going to handle the big one - a situation where everything goes down the tubes - kids are fidgety, your concentration is broken, lightning threatens or you just had a terrible start.

At that point, you recall the race, walk over, check a block, kick a pad, reset a machine, call the swimmers back up and start them again. Use common sense; do not penalize the field because you had a bad start. A good starter does not stand out. The best compliment you can receive is for someone to ask you after the meet what you did.

Always maintain a calm demeanor. Never look or act as if you are nervous. It is contagious.

Be consistent. If you do not call a false start on a swimmer because he or she slipped on a block, you must have the same rules for all the heats. You can't call a false start on an older athlete "because they should have been able to catch themselves."

Know the rules: The current GKAISA Starting Rules apply to all GKAISA swim meets, dual, tri, and championship. Do not start a meet until you review the rules that apply.

Never hesitate to stand a heat up if you see a problem, e.g. broken goggles, torn bathing suit. etc. Saving a swimmer from a disqualification is a heroic thing to do.

Time lines are there for a reason, but never hurry the swimmers for the sake of staying on the time line. You can usually make up the time later. Don't let a time line make you a bad starter.

Keep your concentration. Be sure you watch the start; you would be surprised how many starters turn away to hang up the mike immediately after they push the button. Watch the swimmers at least until their heads break the surface. You may see a problem right after the start that you can nip in the bud.

Work with your referee, especially when few or no officials show up. Call his or her attention to empty lanes. Offer to help in any way you can.

We all have bad days. If you're not at your best, take a break. If there is no other starter to take over, then step back, take a deep breath, and try again. A positive attitude will help.

Be familiar with the equipment you will be using. Make sure the cords are long enough. Check buttons, whistles, bells, hand mikes, or starting systems. Know how all equipment operates.

The first meet of the season may be difficult. Have patience with new deck and administrative officials and the athletes themselves. Take it easy, be calm, and use common sense. Don't rush; mistakes will be made. Smile and keep going. Make sure the rookies have a positive experience. We want them to be participating 10 years from now. The same goes for the veteran. Treat everyone with courtesy.

GKAISA General Rules 2021

1. LEAGUE ALIGNMENT

For the 2021 season, the GKAISA teams shall be arranged in 5 leagues, as follows:

<u>League 1</u>	<u>League 2</u>	<u>League 3</u>
Knoxville Racquet Club Sugarwood Stingrays Green Meadow Village Green Peninsula Club Sevier Aquatic Club	Gulf Park Gettysvue Concord Hills Fox Den Beaver Brook Blue Fins National Fitness Center	Benington-Farrington Ft. Sanders Storm Whittington Creek Jefferson City Crestwood Hills Gulfwood Gators
<u>League 4</u>	<u>League 5</u>	
Maryville-Alcoa Rockwood Swim Team Lenoir City Bettas Cherokee CC West Side YMCA University Swim Club	North Side YMCA Oak Ridge City Aquatics Morristown BGC Kingston Swim Team Emerald Force Clinton Sharks Newport Cocke County AJCC Smokin' Salmon	

2. LEAGUE RULES

- 2.1. League results will be based on competition within the respective leagues. Each of the teams in a league must swim each other at least once each season. Should a team swim another team from their league more than once during the season, the initial meeting shall be the meet of record for league standings.
- 2.2. Teams may schedule meets with teams in other leagues, but results will not count in any league standings.
- 2.3. Interclub meets will be scheduled at the Scheduling meeting prior to each Interclub season, and league meets will take scheduling priority.
- 2.4. Teams finishing first in their league will move up to the next higher league the following year. Teams finishing last in their league will move down to the next lower league the following year. In the event of ties in league standings, the result of head-to-head competition between the tied teams shall be used to determine the team to move up or down. If the results of head-to-head competition do not produce a clear solution, the tie will then be resolved by the results of the Championship Meet.
- 2.5. If the membership in the organization changes, it shall be the duty of the Executive Committee to redistribute the number of teams in each league.

3. TEAM COACH REQUIREMENTS

- 3.1. All GKAISA coaches are required to complete certain training and testing activities to be certified to coach a GKAISA team. Information regarding training requirements may be found on the GKAISA website www.gkaisa.swimtopia.com.

3.2. Athlete Protection Training (APT)

- 3.2.1. All persons wishing to serve as a GKAIISA team coach must have successfully completed a GKAIISA-approved Athlete Protection Training (APT) prior to the first practice or meet that they act as a coach or no later than June 1, whichever shall occur first.
- 3.2.2. Each team shall send a list of their coaches and proof of APT completion to the GKAIISA Vice President prior to their first meet of the year or by June 1, whichever shall occur first. In the case where a coach is added after the original list has been submitted, the name and proof of APT completion must be sent to GKAIISA before that person is allowed to coach at a GKAIISA meet. Failure to comply with this requirement may result in forfeiture of any and all meets and may prevent that team from participation in the GKAIISA Championship Meet.
- 3.2.3. It is required that each coach repeat the APT certification every year.

3.3. Concussion Awareness and Sudden Cardiac Arrest Training

- 3.3.1. All persons wishing to serve as a GKAIISA team coach must have successfully completed both the NFHS Concussion Awareness Training and the NFHS Sudden Cardiac Arrest Training prior to performing any coaching duties with a GKAIISA team or no later than June 1, whichever shall occur first.

Each coach will send proof of completion of both the NFHS Concussion Awareness Training course and the NFHS Sudden Cardiac Arrest Training along with the respective completed checklists to the GKAIISA Vice President prior to performing any poolside coaching duties for their team. Any time a new coach joins a team during the season, they must send proof of required training and checklists before performing any coaching poolside duties. Failure to comply with this requirement may result in forfeiture of any and all meets and may prevent the coach's team from participation in the GKAIISA Championship Meet.
- 3.3.2. It is required by Tennessee state law that each coach repeat the Concussion Awareness Training and Sudden Cardiac Arrest Training every year.

4. AGE GROUP DIVISIONS and SWIMMER ELIGIBILITY

- 4.1. All events will be swum in divisions of 8 and under girls, 8 and under boys, 9-10 girls, 9-10 boys, 11-12 girls, 11-12 boys, 13-14 girls, 13-14 boys, 15-18 girls, and 15-18 boys.
- 4.2. Swimmers must compete in their legitimate age group (age as of midnight May 31) in all events with the exception of Section "5. MOVING UP."
- 4.3. No one who has trained as a member of an NCAA, NAIA, or NCAA sanctioned collegiate swimming or diving team may compete in a GKAIISA meet regardless of age.
- 4.4. Any person past the age of 18 (as of midnight May 31) who has either graduated from high school within the current interclub year or who, because of disability, remains enrolled in high school past the age of 18 as approved by the State of Tennessee, may petition for a waiver to be allowed to participate in the 15-18 age division. Approval of the petition will be granted at the discretion of the GKAIISA Board.

5. MOVING UP

- 5.1. Only ONE swimmer may move up ONE age group in relay swims. That is, a relay team may have only one swimmer who has moved up.
- 5.2. No one may move up on individual events unless designated EXHIBITION.

6. DUAL and TRI MEET EVENTS

- 6.1. The schedule of events for meets shall be: Individual Medley; 25/50 Freestyle; Medley Relay; Backstroke; Breaststroke; (50/100 Freestyle); Butterfly; and Freestyle Relay.
- 6.2. The 50 Freestyle for 10 and under and the 100 Freestyle for 11 and up may be added as events placed between the Breaststroke and Butterfly with concurrence of competing coaches in Dual and Tri meets. These events are swum in the GKAlSA Championship Meet.
- 6.3. 10 and under swim 25 yards/meters in the four strokes and 100 yards/meters in the IM and relays; 11 and up swim 50 yards/meters in the four strokes and 200 yards/meters in the IM and relays, except the 11-12 age group will swim 100 yards/meters for the Individual Medley.

7. EVENTS PER SWIMMER

- 7.1. A swimmer may swim in 4 events for points (any combination of individual or relay) in a GKAlSA Interclub Dual or Tri meet. If a swimmer participates in more than the allowed number of events, the swimmer shall be disqualified in each event he/she swam, and all points scored by that swimmer will be deleted with other swimmers in affected heats moving up in place order and each event he/she swam in will be re-scored.
- 7.2. A swimmer may swim in more than 4 events in a Dual or Tri meet if their entry card for the additional events is designated EXHIBITION before the swimmer stands on the block.
- 7.3. Teams in League 5 (or 5 and 6, if applicable) are allowed to swim their swimmers in 3 individual events and 2 relays or 4 individual and 1 relay in Dual or Tri-Meets. If teams in League 5 (or 5 and 6, if applicable) compete in a Dual or Tri-Meet outside of their leagues, the respective coaches will decide before the meet which rules they will follow.

8. SCORING and AWARDS

- 8.1. In Individual Events, only two swimmers per team may score, but all may compete for points unless designated as EXHIBITION.
- 8.2. In Relay Events, only one relay per team per event may score, but all may compete for points unless designated as EXHIBITION.
- 8.3. In all Dual or Tri meets, the first heat of each event shall be the only one scored, and each team shall have an equal number of lanes in that heat. Additional lanes shall be left empty in the first heat or shall be designated as EXHIBITION. In the case where a team is not able to fill their assigned lanes in the first heat, those lanes shall be left empty and may not be filled by swimmers from other teams unless designated as EXHIBITION and agreed upon by all coaches. All additional heats in an event, after the first, are considered to be EXHIBITION without the requirement that it be explicitly stated.
- 8.4. In the case of a pool having more than 6 lanes, the additional lanes shall be designated as EXHIBITION in the first heat or all lanes may be eligible to score if agreed upon by all coaches.
- 8.5. Scoring point values:
Scoring point values awarded for GKAlSA Dual meets shall be;
Individual events: 5-3-2-1 Relays; 7-3

Scoring point values awarded for GKAlSA Triangular meets shall be;
Individual events: 6-4-3-2-1-0 Relays; 8-4-0
- 8.6. Place ribbons are to be provided equal to the number of lanes used for the meet, i.e., 6 lanes equals 6 place ribbons. Ribbons are to be awarded on basis of actual finish, not by points scored by the swimmers.

9. GENERAL CONDUCT

- 9.1. All tobacco products, vaping, e-cigs and alcoholic beverages are absolutely prohibited at the pool area in all GKAIISA meets: Dual, Tri, Relay and Championship.
- 9.2. Proper conduct is expected from all persons attending a swim meet. The Meet Referee has the responsibility of ejecting from the meet any person not displaying proper behavior.

10. CERTIFIED OFFICIALS and RULES CLINICS

- 10.1. All Referees, Starters, and Stroke & Turn Judges must be certified in that position and must be a minimum of 18 years old.
- 10.2. The specific certification requirements for each position are as follows;
 - 10.2.1. REFEREE - Certification as a GKAIISA Referee will require the person to attend an Officials Clinic each year and successfully complete the Referee written exam. Prior to being certified as a Referee, that person must have been a certified Stroke & Turn Judge for at least two years.
 - 10.2.2. STARTER - Certification as a GKAIISA Starter will require the person to attend an Officials Clinic at least once every two years and successfully complete the Starter written exam.
 - 10.2.3. STROKE & TURN JUDGE - Certification as a GKAIISA Stroke & Turn Judge will require the person to attend an Officials Clinic at least once every two years and successfully complete the Stroke & Turn Judge written exam.
- 10.3. Certification as a Referee shall also be considered as certified in both Starter and Stroke & Turn Judge positions.
- 10.4. There will be a number of GKAIISA Officials & Rules Clinics held at the beginning of each season to allow all certified officials the opportunity to satisfy the clinic attendance requirement for their position.

11. GENERAL MEET RULES and PROCEDURES

- 11.1. Interclub meets must begin with thirty minutes of the scheduled time unless extenuating circumstances are communicated coach to coach. Otherwise, the team in violation must forfeit the meet. The GKAIISA President will mediate in case of disputes.
- 11.2. A team wishing to change a meet must give at least one week's notice to the opposing coach(es). If the meet cannot be rescheduled, the canceling team must forfeit the meet for won-lost record.
- 11.3. In the case of a meet being held at a pool lacking sufficient lighting to continue after dark, prior to the beginning of the meet, the coaches shall agree on the time at which the meet will be halted. Section "12. INTERRUPTED MEET" provides guidance as to whether meet should be rescheduled or considered a complete meet.
- 11.4. All persons working as Referee, Starter, or Stroke & Turn Judge must be GKAIISA certified in that position. A person participating in a meet as either a coach or swimmer may not also serve as a certified official in that meet. In the case where a team does not have the necessary certified official(s), then they must ask the other teams in the meet whether they can supply those additional certified persons. Only in the case when none of the involved teams are able to supply a person certified in a position should the meet proceed with a non-certified person.
- 11.5. Before the start of a meet, a Meet Referee shall be assigned by the host team and his/her identity made known to all coaches and officials. The Meet Referee shall insure that all officials and deck workers are properly trained and certified to perform their assignments and shall be responsible for the meet being run in a manner fair to all participants.

- 11.6. For dual meets, the host team will compete in the odd-numbered lanes and the visiting team in the even-numbered lanes unless the visiting team is advised otherwise at least 5 days before the date of Meet. In triangular or quadrangular meets, choice of lanes will be by draw or by decision of the coaches involved in the meet.
- 11.7. USA Swimming Rules shall apply to all GKISA Dual and Triangular meets except:
- 11.7.1. False Start Rule;
When the starting signal is given and one or more swimmers have obtained an unfair advantage, all swimmers shall be recalled at once by a second signal. All swimmers leaving their marks before the starting signal was given shall be charged with a false start, except as excused by the Starter or Referee. Any swimmer charged with a second false start in the same heat shall be disqualified and not permitted to swim in the event.
- 11.7.2. Backstroke Turn Rule;
After the swimmer's head has passed the backstroke flag, prior to the turn, the swimmer's upper shoulder may (but is not required to) rotate past the vertical toward the breast before the touch is completed provided such rotation is accompanied by an initiation of the turning action or continuation into the wall.
The initiation of the turning action shall be accomplished by a single-arm or simultaneous double-arm pull, or in the absence of such pulls, by a downward, underwater movement of the head.
After the initiation of the turning action, no additional arm pulls may be started; however, kicking and gliding actions are permitted.
The swimmer shall assume a position on the back before the feet leave the wall.
- 11.8. Finish Place Judging:
- 11.8.1. In the absence of automatic timing equipment or the prescribed number of Timers and Place Judges at Dual and Triangular meets, two across-the-board Place Judges and an Overcall Judge will be used in determining the finish of swimmers.
- 11.8.2. The Overcall Judge's ballot, recorded independently of the other judges, will be used in determining the finish only when the two across-the-board Place Judges disagree. Then, if any two of the three ballots for a swimmer agree, that shall be the official place for that swimmer.
- 11.8.3. For any place for which three complete ballots are not available or where no two ballots agree, the Referee shall determine the order of finish by evaluating all available information, including times.
- 11.8.4. Ties can be called by across-the-board Place Judges, Overcall Judge or by the Referee after balloting and evaluating all information.
- 11.9. Relay Take-off Judging:
For relay events, there will be at least two Relay Takeoff Judges at each end of the pool where there are departing swimmers and positioned such that two judges are observing the same lanes. Each club should provide an equal number of judges. These Judges shall determine whether the departing swimmer is in contact with the platform at the time the incoming swimmer touches the end of the pool and shall independently report infractions on a written form without the use of the infraction hand signal. The written forms are then given to the Meet Referee or designee who will determine if an infraction has occurred. A team will only be disqualified when there is independently written dual confirmation of an illegal take-off by the two responsible Relay Takeoff Judges.
- 11.10. Meet Results Correction Procedure

- 11.10.1. Certain mistakes in dual or tri meet results may be corrected if they are detected within 3 days (72 hours) after completion of the meet. After the 3 day limit has expired, the results are considered final and cannot be corrected. Meet results may be corrected for 'clerical' type errors only, such as mathematical or other scoring mistakes. Protests against the judgment of Starter, Stroke & Turn Judges, or Relay Take-off Judges can only be addressed to the Meet Referee, whose decisions are final unless there is clear evidence of the misinterpretation of a rule.
- 11.10.2. It is the responsibility of the coach or representative of the team detecting the error to contact the GKAIISA President within the 3 day limit, otherwise there can be no further action taken. After notifying the GKAIISA President, it is expected that the teams involved in the meet will work together to resolve the issue.
- 11.10.3. In the case where the teams cannot reach a mutually agreeable resolution, they may ask that the GKAIISA Review Committee, consisting of three persons to be appointed by the GKAIISA President, will settle the issue. The decision of the GKAIISA Review Committee is final.

11.11. Pool Depth Requirement

- 11.11.1. In pools with water depth less than 4.0 feet, at the starting end, swimmers must start from within the water.
- 11.11.2. For purposes of rule 11.11.1, water depth shall be measured for a distance of 3 feet 3 ½ inches (1 meter) to 16 feet 5 inches (5 meters) from the starting end wall.
- 11.11.3. Depth measurement should be made and agreed upon by coaches from each team prior to any swimmer entering the water (includes warm-up). Once the meet begins, only the referee can request the depth be re-measured if safety is a concern.

11.12. Warm-Up Procedure

- 11.12.1. For all GKAIISA swim meets, diving from the starting platform or from the side of the pool during warm-ups may be done only in one-way lanes.

11.13. Meet Safety

- 11.13.1 The meet referee has the responsibility and authority to see that the meet is conducted in a safe manner and may halt the meet at any time due to hazardous conditions.
- 11.13.2 At all times during a dual or tri meet, the hosting team shall provide lifeguards to supervise the pool during the meet. The number and position of the lifeguards shall comply with the requirements for lifeguards for a public pool, as prescribed by the State of Tennessee.
- 11.13.3 The hosting team of any dual or tri meet shall provide a safe environment for swimmers and spectators. Teams shall be situated on or around the pool area and shall further be in an area away from automobile traffic. In the event a team cannot provide a safe environment for swimmers and spectators, that team shall not host meets at their pool.
- 11.13.4 At all times during a meet, the host team shall ensure that the pool is properly chlorinated and that the filtration systems are in proper working order.

11.14 Meet Protocol

- 11.14.1 At least seven days prior to hosting a meet, the hosting team shall contact the visiting team or teams by email and shall provide information on the following: meet warm-ups and start time; information about the pool location and set-up, concessions availability and volunteer requirements; whether the meet will be run with event cards or timer sheets; contact

information for the team representative, head coach, and others acting in an official capacity; and any other information pertinent to the conduct of the meet.

12. INTERRUPTED MEET

- 12.1. In the event a Dual or Triangular meet must be interrupted due to weather or other circumstances, the following guidelines will apply;
 - 12.1.1. If the meet is interrupted prior to completion of Event 40, the meet should be rescheduled, at which time the meet shall proceed from the heat/event last swum prior to the interruption.
 - 12.1.2. If the meet is interrupted after completion of Event 40, the meet should be rescheduled; or by the coaches' mutual consent, it may be considered a complete meet. If it is rescheduled, the meet shall proceed from the event/heat last swum prior the interruption.
- 12.2. For purpose of establishing GKAIISA Championship Meet eligibility both the original and rescheduled meets shall be considered one meet. A swimmer participating in either the original or rescheduled meet shall be considered to have participated in the meet.
- 12.3. When a league meet must be rescheduled due to weather or other reason, the host team will provide the visiting team with at least three possible open meet dates. If the visiting team cannot accept one of these dates, the visiting team will forfeit the meet.
- 12.4. In the case where a scheduled or rescheduled meet cannot be swum during the season, neither team will be given a Win or a Loss for the unswum meet.

GKAISA

Officials Certification Requirements and Process

GKAISA rules require that all persons wishing to serve as Referee, Starter, or Stroke & Turn Judge be certified by GKAISA in that position. GKAISA Certification requires the person to attend a GKAISA Officials Clinic and complete an online certification test. Referees must attend a clinic every year while Starters and Stroke & Turn Judges must attend a clinic every two years.

Persons currently certified as Stroke & Turn Judge by KISL may be also certified by GKAISA upon request.

Persons currently certified as Referee, Starter or Stroke & Turn Judge by either USA Swimming or KISL may be qualified for certification as a GKAISA official.. Those persons should contact Tom Schumann (tomschumann49@gmail.com or 865.806.2150) to determine whether special certification requirements may apply.

The GKAISA Certification tests may be found on the GKAISA website at <https://gkaisa.swimtopia.com>. Highlight the “**Training**” Tab at top of screen, then click on “**Officials Certification**” which will bring you to the test page. It is suggested that the candidate first download and complete the written test, by clicking the appropriate “Download Written Test” link, then transfer their answers to the online test. Click on the “Online Test Link” and you will be transferred to the appropriate test. Once you complete the online test you will immediately see your results, please print this page for your records. Within a day or two, your name will be added to the list of certified officials that may be viewed on the “Officials Certification” page, then clicking on the “Certified Officials List” at the top of that page.

Also, on the GKAISA Officials Certification page you can find additional training materials including links to various officiating videos and the current USA Swimming Rulebook.