Head Timer

Rappahannock Swim League

2022 Training Course

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Duties

The role of the Head Timer is to assist the Head Referee by overseeing lane timers during the meet.

RSL Rule 10.9

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Before the season

☑	**Review the RSL rules**
⏱	**Ensure your team has enough functioning stopwatches** — 8 lane pool- 16 / 6 lane pool- 13 / 5 lane pool- 11 / 4 lane pool- 10
📝	**Stopwatches should:** — Measure in hundredths of seconds / Be labeled with team's initials and number (EG. CY-7)
⛓	**Each team is responsible for providing its timers' stopwatches**

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Before the Meet: Assigning Lane Timers

► Each team completes the timing matrix prior to the meet

► Place timers with the most experience in the center lanes

► Confirm and check off your timers as they arrive to the meet

► Get the names of the visiting team timers to complete the matrix

► No lane should have 3 timers from the same team.

Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Home	Visitors	Home	Visitors	Home	Visitors	Home	Visitors
First Half							
1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)
2 (V)	2 (H)	2 (V)	2 (H)	2 (V)	2 (H)	2 (V)	2 (H)
3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)
Second Half							
1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)	1 (H)
2 (V)	2 (H)	2 (V)	2 (H)	2 (V)	2 (H)	2 (V)	2 (H)
3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)	3 (V)

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20 minutes before the start of the meet, hold a Timers' meeting with both 1st and 2nd half timers.

► Review Lane Assignments for meet

► Designate one timer per lane to be the official recorder

► Make timers aware of elements specific to your pool (e.g. using portable starting blocks)

► Review operation of stopwatches

   ▲ Start   ▲ Stop   ▲ Clear

► Timers should test stopwatches to verify they are functioning

► First half timers should not leave until relieved by second half timers

► Remind timers to NOT use phones behind the blocks and do NOT pull swimmers out of the water by the arms. Swimmer may swim to the side and exit by ladder or steps.

► Timer Meeting checklists are available at rslswimming.com

Timer meeting

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Timers will:

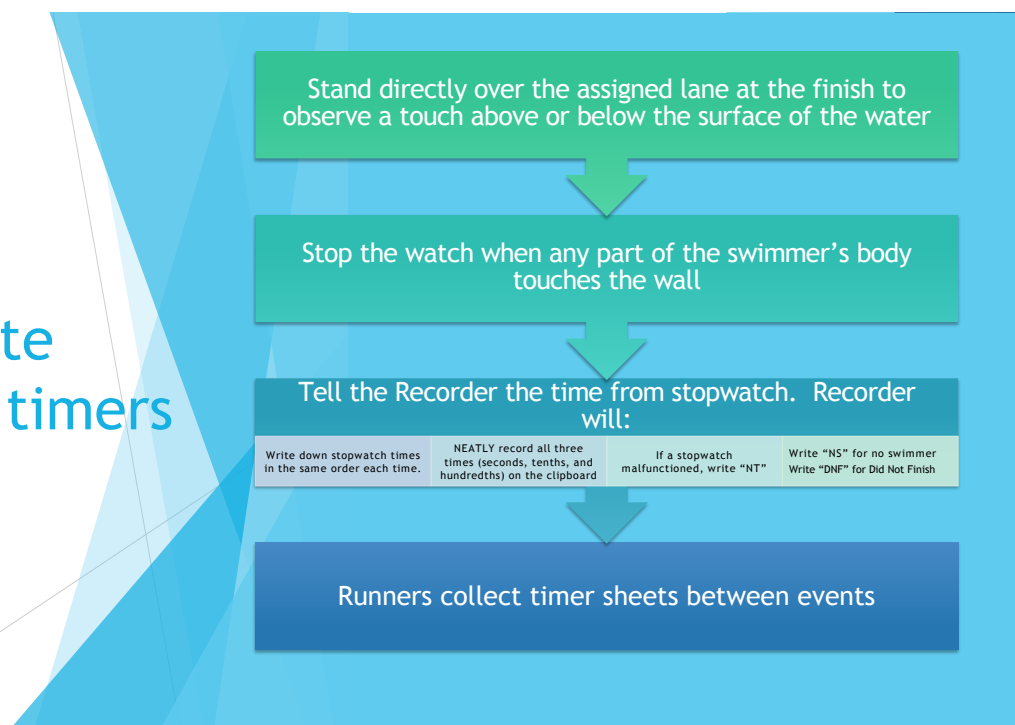| Prior to the start, determine whether the swimmer is present and in the correct lane, heat, and event.	-Ask "What is your name?" not "Is your name?" -If the name is different, write in the correct name. •A change may have occurred after the lane sheet was printed so occasionally, a swimmer may be different or not listed •The correct name **MUST** go with the correct time. -25s should be verified when the swimmer exits the pool.
Be in a position to see and start the watch at the instant of observing the visual starting signal. (Start at the FLASH- not the sound when using a strobe)	-If no visual starting signal is observed, or a whistle is being used, start the watch upon hearing the sound of the signal -Timers should start stopwatch **even if the lane is empty**
Immediately check stopwatch to confirm a good start	-If malfunctioned occurred or timer did not get a good start, the timer should immediately raise their hand with the stopwatch to get attention -Head timer will bring a stopwatch to replace the one that did not start correctly

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For an accurate finish, timers will:

Stand directly over the assigned lane at the finish to observe a touch above or below the surface of the water

⬇

Stop the watch when any part of the swimmer's body touches the wall

⬇

Tell the Recorder the time from stopwatch. Recorder will:

Write down stopwatch times in the same order each time.	NEATLY record all three times (seconds, tenths, and hundredths) on the clipboard	If a stopwatch malfunctioned, write "NT"	Write "NS" for no swimmer Write "DNF" for Did Not Finish

⬇

Runners collect timer sheets between events

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Conclusion of Timers' Meeting

Rain Delay
If needed, discuss Rain Delay procedures:
• In event of lightening, clear pool deck in a quick and orderly fashion.
• After recording completed heat, stopwatches and clipboards should be given to the Head Timer.

Questions
Answer any questions.

Preparation
Instruct timers to be behind the blocks 5 minutes before the start of the meet.

Appreciation
Thank timers for donating their time to help swimmers.

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HEAD TIMERS: WHY ACCURACY MATTERS

Scorekeepers use recorded times to determine official time and order of finish by means of the following procedure:

3 Valid Watch times:
- The official time is the middle of the 3 times
- Ideally, times should be within .3 seconds of each other
- **3 valid times are required to break an RSL record!**

2 Valid Watch times:
- The official time is the average of the 2 times
- Mistakes happen. Timers should always be willing to admit when they've missed a start or finish

1 Valid Watch time:
- The official time is that time.
- Hopefully, this a rare occurrence

No Valid Watch times:
- Head referee needs to be notified **immediately**
- Referee is consulted to determine order of finish.
- Time can be averaged based on the swimmer before and after the no time swimmer
- If the order of finish is not agreed upon, the swimmer may be able to re-swim the event later during the meet.

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Head Timer: Meet Duties

- 5 minutes before the start of the meet, verify all lane timers are behind the blocks and ready to begin.

- Signal Referee when timers are at the ready.

- Start two stopwatches at the beginning of each race

- If a timer signals, bring a stopwatch to replace the one that did not start correctly

- If both stopwatches have been given out, use a stopwatch from an empty lane

    - If needed, move someone from an adjacent lane for that one race to ensure two times are recorded for each swimmer.

    - If no time is received for a swimmer, notify Head Referee immediately.

- Occasionally review timer sheets to verify consistent times and that timers are following procedures.

- Direct timers on when to move for 10 & under races.

- Collect watches at the end of the night and get them to appropriate team representative.

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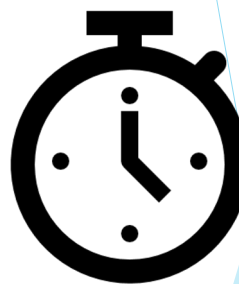
You have completed the RSL Course for Head Timer

Thank you for volunteering to help the RSL and for everything you do for your teams and your swimmers.

RSL Rules Section 10.9 defines the rules and responsibilities of the Head Timer. RSL Rules Section 10.10 defines the rules and responsibilities of the Lane Timers. Given any discrepancy between the RSL Rules and this document, the RSL Rules shall take precedence.

Suggestions for improvement to this course should be directed to: trainingfeedback@rslswimming.com

Congratulations!

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