

**OLD DOMINION SWIM LEAGUE**  
**RULES AND REGULATIONS**  
**As Amended and Adopted by the ODSL**  
**Membership 1.23.25**

**The Old Dominion Swim League (the “League”) was formed in 2004 as a developmentally competitive swim league. The objectives of the League are to develop a love for the sport, advance aquatic skills, and promote teamwork and principles of good sportsmanship among the children and all adults participating in the League.**

## **1. GENERAL**

These rules are specifically designed for all swimming meets scheduled or sanctioned by the League. USA Swimming Rules and Regulations about Stroke and Turn Regulations, disqualifications, duties of Officials, judging, and similar technical matters shall be observed at all meets conducted by swim teams in the League unless otherwise modified by these rules.

It is not the purpose of the Rules and Regulations of the League contained herein to set standards of care for the safety of the swimmer. The swimmer, the swim coach, the swim team, the local public entity, or the pool owner should address safety considerations where events are held.

- 1.1. The most current copy of USA Swimming Rules and Regulations can be found on the USA Swimming website at [www.usaswimming.org](http://www.usaswimming.org).
- 1.2. The League Code of Conduct, shown in Appendix 2, shall be incorporated into the registration process or rules of each swim team in the League; and followed by all swimmers and Officials.
- 1.3. Prior to the preparation of the League meet schedule in the spring, each team will be assigned to a division. This Division assignment will determine the team’s regular season League schedule. Once the League schedule is set, no changes shall be made.

## **2. COMPETITOR ELIGIBILITY**

- 2.1. Each registered swimmer shall be a member of a swim team in the League and be a member in good standing as per team-established standards and criteria.
- 2.2. Each swimmer shall have no other summer league/team swimming affiliation, except a United States Swimming-sanctioned team.
- 2.3. Each swim team shall maintain an up-to-date list of its registered swimmers with applicable birth dates for ready reference in case of eligibility disputes. Swimtopia, or league system of record will require the athlete’s date of birth and the athlete’s first, middle, and last name to create a unique ID for each athlete. This information should be requested on each swim team’s registration form.
- 2.4. The swimmer’s age group is determined by the age of the swimmer on June 15 of the current year.
- 2.5. Each team Coach, who is a member of USA Swimming, must be a member of that organization “in good standing” and may not have their name appear on the “Individuals Permanently Suspended or Ineligible”

list as of June 15 of the current swim season.

- 2.5.1. ODSL will post on its website the list of Coaches, as well as the link to the USA Swimming “Individuals Permanently Suspended or Ineligible” list. It is each team’s responsibility to check the ODSL website as well as the USA Swimming website prior to June 15 of the current season.
- 2.6. All coaches, including any individual working closely with the swimmers, who are 18 years or older, must complete a background check every other year. USA Swimming credentials are acceptable if the credentials are current.

### **3. POOL FACILITIES**

- 3.1. All swimming pools used for conducting meets by swim teams in the League shall be measured for water depth at both ends of the pool, for use in compliance with section 3.6 below. The water depth shall be continuously measured for a distance from the end wall to a minimum of five (5) meters from the end wall, and the minimum water depth observed shall be documented for each end of the pool and records kept with the team management.
  - 3.1.1. Team representatives whose pool is a SCY pool will inform the visiting team before the meet.
- 3.2. All pools shall have backstroke flags installed at five (5) meters from both ends of the pool.
- 3.3. Swimming lanes shall have a minimum width of two (2) meters. All lanes shall be cleared of obstructions such as diving boards and ladders and be separated by lane lines. The lane lines shall be continuous, clearly visible floats which indicate the lateral limits of each lane. They shall be attached to and stretched between the end walls, and anchored at surface water level in a recessed receptacle. It is recommended that there be solid-colored floats within five (5) meters of both end walls in contrast with the center portion of the lane lines.
- 3.4. Lanes shall be numbered for easy identification. Visible markings on the pool deck or on each lane line shall be located at fifteen (15) meters from each end wall for the Officials’ use in judgment of underwater starts and turns.
- 3.5. Starting requirements for racing starts during practice or competition are determined by the minimum water depth documented per section 3.1.2 above:
  - 3.5.1. In pools with a minimum water depth of one (1) meter or more at the starting end, the swimmer may start from the deck or from within the water. Diving may not be done in less than one (1) meter.
  - 3.5.2. In pools with a minimum water depth of less than one (1) meter, the swimmer shall start from in the water.

- 3.6. Each team should make every effort to organize their pool deck to ensure smooth meet operations.
- 3.6.1. Host teams should designate areas at the starting end of the pool for officials to perform their duties.
  - 3.6.2. Host teams should designate team areas where swimmers should remain while at the meet. Each team should advise all swimmers to stay clear of the Officials and the Official's areas.
  - 3.6.3. Host teams should, where practical, provide shaded areas for the following meet functions; Clerk of Course Area, Computer Operators (with appropriate electrical access), and Ribbon Writers.
  - 3.6.4. The host team shall provide an area to gather and organize swimmers to maintain the smooth operation of the meet.
  - 3.6.5. The Concessions area should not interfere with meet operations.

#### **4. MEET PROCEDURES**

- 4.1. The league requires that each individual member team use Swimtopia for their team website and run all meets with Swimtopia software. All teams should run cardless meets. Training is provided at the Computer Operator training session for the meet management software to be held in the Spring of each season. This training is mandatory for all new Computer Operators.

Combining of Events: A meet cannot be assembled with blended gender events. At the Referee's discretion, events may be combined by gender as the need arises at the meet. If the situation arises that events are combined, the coaches, the team representatives, and the impacted swimmer must agree to the combination. There must be an empty lane present between the genders if space allows.

For example: A single 15-18 female has registered to swim the 100 IM and there are three empty lanes in the male 15-18 IM. The events may be combined with the agreement by the swimmer, coaches, and team representatives. The female swimmer will be placed in one of the three available lanes, with an empty lane between the male and female swimmers.

- 4.2. If conditions exist such that the normal course of events cannot be completed in the usual manner at the host pool ( Homeowners' Association limitation on length of time for meet, lack of sufficient lighting for evening meet), these facts shall be communicated to the Team Representative of the visiting team(s) at least four days prior to the meet. The communication should describe the conditions in full and detail any procedural changes.
- 4.3. Team Representatives of the two competing teams shall exchange team rosters and meet entries by 7:00 pm Thursday for a Saturday meet; and by 7:00 pm Monday for a Wednesday meet. Once the meet entries have been exchanged, changes can be made only as follows:
- 4.3.1. Representatives of the teams shall meet thirty (30) minutes before the start of the meet, during the warm-up period, with the Computer Operator to exchange scratches and meet entry changes as provided in section 4.3.2.

- 4.3.2. If a swimmer is absent or unable to swim because of sickness or injury, any other eligible swimmer can be substituted in the absent swimmer's event.
- 4.3.3. If an irregularity in an entry is detected, the ineligible swimmer shall be scratched from that event. Any other eligible swimmer can be substituted in that event.
- 4.4. Meet Start Times. Unless otherwise agreed in advance by both Team Representatives, regular season meets shall begin at the following times:
- Saturday morning meets: 7:15 a.m. warm-up, 8:00 a.m. start time  
Wednesday evening meets: 5:15 p.m. warm-up, 6:00 p.m. start time
- 4.5. The host team shall have the pool in a final state of readiness at least thirty (30) minutes prior to the start of the meet.
- 4.6. Warm-Up Times. The host team shall take the first warm-up period (7:15-7:35 am or 5:15-5:35 pm). The visiting team shall take the second warm-up period (7:35-7:55 am or 5:35-5:55 pm). After the warm-up period swimmers shall return to their assigned team areas and hold themselves ready to report to the Clerk of Course when their events are called.
- 4.7. All Officials shall report to the Referee upon arrival at the pool, preferably at least thirty minutes prior to the start of the meet.
- 4.7.1. At a minimum of ten minutes prior to the start of the meet, the Referee shall assemble all Officials, check assignments, and issue instructions.
- 4.7.2. At a minimum of ten minutes prior to the start of the meet, the Head Timer shall conduct a check of stop watches, assignments of timers, and provide a timer's briefing. All officials should wear a white shirt/polo with no team affiliation or other large logos with dark blue or black bottoms. White shoes are preferred, but not required.
- 4.8. Events. Official League events and the order in which they shall run for regular season meets are listed in Appendix 4. The order of events shall not be changed.
- 4.8.1. Swimmers may enter up to three of the following individual events: freestyle, backstroke, breaststroke, butterfly, IM. In addition to the individual events, each swimmer may also enter one age group relay event and the mixed age free relay.
- 4.8.2. Swimmers may only compete in their own age group, up to one higher age group for individual events, up to two higher age groups for age group relays, and any higher age group for the mixed age relay.
- 4.8.2.1. Swim-ups are permitted, but only when there are no other eligible swimmers for that particular event.

It is the intent of the League that all swimmers entered in an event have previously demonstrated their ability to successfully swim that event legally as defined by USA Swimming. Particular attention should be paid to swimmers entered in the breaststroke, butterfly, and Individual Medley (IM); however, it equally applies to all entries.

- 4.9. Number of Heats. In the interest of completing the meets in a timely fashion, all teams shall adhere to the following limitations on the number of heats and swimmers per team.
- 4.9.1. Freestyle: unlimited per team per age group and gender.
  - 4.9.2. Backstroke: unlimited per team per age group and gender.
  - 4.9.3. Breaststroke: 5 heats/15 (20 for 8 lane pools) swimmers per team per age group and gender.
  - 4.9.4. Butterfly: 5 heats/15 (20 for 8 lane pools) swimmers per team per age group and gender.
  - 4.9.5. IM: 3 heats/9 (12 for 8 lane pools) swimmers per team per age group and gender.
  - 4.9.6. Relays: 1 heat with a maximum of 3 relays per team (4 for 8 lane pools) per age group and gender.
- 4.10. Lane Assignments. In dual meets, the host team shall use the odd numbered lanes and the visiting team shall use the even numbered lanes. In triangular meets, lanes shall be decided by lots in the combination of lanes 1 and 4, lanes 2 and 5, and lanes 3 and 6.
- 4.11. Seeding. Heats will be seeded fastest to slowest. Within each heat, the fastest swimmer shall be placed in Lane 3 or 4, the next fastest in Lane 2 or 5, and the next fastest in Lane 1 or 6; and in the same manner for 8 lane pools beginning with Lanes 4 and 5.
- 4.12. Clerk of Course. All swimmers shall report to the Clerk of Course prior to their events. Any swimmer who does not report to the Clerk of Course prior to their event may be recorded as a No Swim.
- 4.12.1. The Clerk of Course may combine heats and/or events whenever feasible, if doing so will expedite the meet. Any changes shall be reported to the Starter, Referee, and Computer Operator as soon as possible.
  - 4.12.2. The Clerk of Course shall collect swimmers for the first events a minimum of five minutes prior to the start of the meet and should endeavor to always keep a minimum of three or four heats ahead.
  - 4.12.3. No heat or event shall be delayed pending the late arrival of a competitor. Once the Clerk of Course has finalized assigning a heat of swimmers, including the combining of heats and/or events, any swimmer not accommodated due to being late or not reporting shall be recorded as a No Swim.
- 4.13. Inclement Weather Policy. When inclement weather conditions exist or are predicted prior to the commencement of a meet, a determination of whether to hold the meet, or to delay, postpone, or cancel the meet will be made by the mutual agreement of both Team Representatives and the Referee.
- 4.13.1. If a meet in progress is stopped due to adverse weather conditions, the Team Representatives and the Referee involved shall determine by mutual agreement whether the meet has been sufficiently completed, or whether the meet will be completed later. The

officially recorded times of the individual swimmers for the events completed shall be recordable for purposes of seed times and League Records.

4.13.2. In the event a meet is rescheduled, the date and time shall be determined by the mutual agreement of the Team Representatives of the competing teams.

4.14. Relay Carnival - Reserved

4.15. Event Consolidation and Changes in Program. A meet cannot be assembled with blended gender events. At the Referee's discretion, events may be combined by gender as the need arises at the meet. If the situation arises that events are combined, the coaches, by the team representatives, and the impacted swimmer must agree to the combination. There must be an empty lane present between the genders if space allows.

## 5. OFFICIALS

5.1. The duties of the Officials shall be as outlined in the USA Swimming Rules and Regulations unless modified herein.

5.2. The following Officials represent minimum meet requirements: Referee – 1

Starter/Announcer – 1

Stroke and Turn Judges - 4

Head Timer – 1

Timers – 18

Clerk of Course – 2

Runners – 2

Scorekeepers/Computer Operators – 2

5.2.1. The League recommends that relay take-off judges (4) and a Chief Judge (1) also be part of the meet volunteers.

5.3. Officials Training. New meet Officials (Referee, Starter, and Stroke and Turn Judges) shall be trained for deck work. Training will be provided annually and consist of attendance at a League Officials Clinic and successful completion of the corresponding League Officials Test. Online training and testing is also available for Stroke and Turn Judges for a fee.

5.4. To be eligible for the position of Stroke and Turn Judge, an individual shall attend the League training and have shadowed an experienced Stroke and Turn Judge at one meet.

5.4.1. To be eligible for the position of Starter, an individual shall attend the League Training and have worked at least one season as a Stroke and Turn Judge and shadowed an experienced Starter at one meet.

5.4.2. To be eligible for the position of Referee, an individual shall attend the League Training and have worked at least one season as a Stroke and Turn Judge, shadowed an experienced Referee at one meet, and be recommended by the Team Representative.

- 5.5. Exclusion from Required Officials Training. Individuals holding certification from USA Swimming, Virginia High School League or other equivalent organization will not be required to attend the League clinic. However, they shall familiarize themselves with any League modifications to the USA Swimming Rules and Regulations. These individuals will be allowed to work at the highest level for which they hold USA Swimming Official certification or an equivalent certification.
- 5.6. Each team is responsible for having the correct number of trained Officials available to conduct meets. Unless otherwise agreed to by the Team Representatives in advance, each team shall provide the following:
- 5.6.1.1. Host Team: Referee, Starter/Announcer, 2 Stroke and Turn Judges, Head Timer, 9 Timers, Head Clerk of Course, Runners, Scorekeeper/Computer Operator, and Ribbon Writers (as needed for their own team).
  - 5.6.1.2 Visiting Team: 2 Stroke & Turn Judges, 9 Timers, Assistant Clerk of Course, Scorekeeper/Assistant Computer Operator, and Ribbon Writers (as needed for their own team).
- 5.7. The Referee shall have the authority to dismiss any appointed Official who protests a decision without the requisite authority, criticizes another Official, or otherwise conducts himself/herself in a biased or unsportsmanlike manner. If an Official is relieved of his functions in the course of a meet, his/her team shall provide a suitable substitute.
- 5.8. Each team shall have a designated Team Representative supporting the well-being of the team and its members. In the case of new teams (first and second year) this person may be the coach, however, a second individual shall be appointed to represent the team on deck during swim meets. If the Team Representative will not be present for a meet, the Team Representative shall select and notify the opposing swim team's Team Representative of the name of such person who will be acting Team Representative at the meet. If an emergency situation prevents the Team Representative from selecting an acting Team Representative and making the proper notification, then the Coach or Team Board President shall make certain that an acting Team Representative is in place for the meet.
- 5.8.1. Each Team shall have a designated Team Representative on deck at all times.
  - 5.8.2. Only the Team Representatives may consult with the Referee, but not while an event is in progress. The designated Team Representative shall be readily available to the Referee at all times during the meet.
  - 5.8.3. A Team Representative may serve as an Official at a dual meet only if that representative appoints an "Acting Team Representative" to serve in his/her capacity at such dual meet.

## **6. STARTS**

- 6.1. Starts shall be by a USA Swimming approved starting device. The home team shall provide the starting device.
- 6.2. The starting procedure shall follow the USA Swimming Rules and Regulations:
- 6.2.1. At the beginning of each heat, the Referee shall signal to the swimmers by a short series of 3 whistles, followed by a long whistle indicating that they should take their position on the

deck or in the water. In backstroke and medley relay events, the swimmers shall immediately enter the water on the first long whistle. The Referee will turn the heat over to the Starter by extending his arm out toward the Starter.

- 6.2.2. The Starter shall announce the event and heat, pause, then give the command “Take your mark”. The swimmers shall promptly assume a starting position with at least one foot at the front edge of the deck (forward starts) or facing the starting end with feet under water and both hands in contact with the pool deck.

6.2.2.1. No backstroke ankle holds will be allowed at the start of the backstroke event.

- 6.2.3. When all swimmers are motionless, the Starter shall give the starting signal.

### 6.3. False Starts.

- 6.3.1. 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.

6.3.2. Swimmers remaining on the blocks shall be told to stand.

6.3.3. The Starter shall restart the race upon signal by the Referee.

6.3.4. If the starting signal has been given before the disqualification is declared, the race shall continue without recall. The swimmer or swimmers who have false started shall be disqualified upon completion of the race.

6.3.5. 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.

- 6.4. 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.

## 7. TIMING

7.0 The order of finish shall be judged by time only.

7.1 A minimum of three recorded times are required for each lane. ~~timers shall be assigned to each lane.~~

7.1.1 In dual meets, the host team shall provide one timer on Host Team Lanes 1, 3, and 5 and two timers on Visiting Team Lanes 2, 4, and 6. The visiting team shall provide all other timers.

7.1.2 One of the timers assigned to each lane will be the Head Lane Timer and will verify the name of the swimmer immediately before or after an event and record the three times on the time sheet.

7.2 If the host team is using a manual timing system, three times shall be assigned to each lane. Each team shall provide the number of watches required for their timers.

7.2.1 All watches shall be hand-held, battery-powered, digital watches, designed for timing

purposes, with a readout resolution of at least one one-hundredth of a second (two decimal places).

7.2.2 Timers shall start their watches when sighting the flash of the strobe. Only if there is no visible flash produced will Timers start watches on the sound of the starting device.

7.2.3 The Head Timer shall stand as a backup timer. If a watch malfunctions or a Timer fails to start his/her watch on time, the Timer shall raise his or her hand and the Head Timer will switch watches with that timer.

7.3 If the host team is using an automatic timing system, XX times are required. This includes two automatic times and two manual times. Teams using an automatic timing system must provide two times per lane; however, providing three times per lane is still recommended as a best practice, regardless of the timing system used.

7.4 Timers shall report the watch time to the Head Lane Timer who will record all times on the document provided for the recording of observed times.

7.4.1 All times shall be reported to the hundredth of a second. The digits representing thousandths of a second shall be dropped with no rounding.

7.4.2 The official time is determined by the Head Lane Timer.

7.4.3 If the times from two watches agree, that time shall be the official time.

7.4.4 If all three watches disagree, the middle time of the three times is the official time.

7.4.5 The Head Lane Timer gives recorded times to a Runner who delivers them to the Scorer's Table.

7.5 Timers shall not clear their watches until the command to "clear watches" is given, or the Referee signals the next heat is ready to start.

7.6 In the event of watch failure and in the absence of an alternate time, the times of the two remaining watches shall be averaged, with any thousand's digits dropped without rounding. (Example: times of 34.73 and 34.80:  $(34.73 + 34.80)/2 = 34.765 \rightarrow 34.76$ ).

## 8. DISQUALIFICATIONS

8.1. Disqualifications shall be governed by the current USA Swimming Rules and Regulations.

8.2. If a Stroke and Turn Judge (hereinafter "S&T") notes a disqualification, the following procedure shall be followed:

8.2.1. The S&T will raise his/her hand and complete a League-issued carbon copied Disqualification (DQ) Card noting the event number, heat number, and lane number of the identified swimmer.

8.2.2. A Runner will take the DQ card from the S&T and bring it to the Referee or Chief Judge

(CJ) for verification and initials.

8.2.3. A Runner will then take the DQ card to the scoring table where it shall be immediately stapled to the corresponding timecard by the Assistant Computer Operator.

8.2.4. A Runner will take a copy of the DQ slip immediately to the appropriate team coach.

### 8.3 Relay Take-Off Judges

8.3.1 The League suggests that each team supply two relay take-off judges to officiate during relays.

8.3.2 Relay take-off judges do not need official training. These volunteers need to be briefed by the referee before the relays begin. Look at the toes of the departing swimmer. Once a swimmer's toes have lost contact with the wall, look down for touch of incoming swimmer. If the incoming swimmer has not touched the wall, it is a disqualification.

8.3.3 The League suggests marking an 'x' for a bad start and an 'o' for a good start on the relay take-off slip. The relay take-off judge does not raise a hand if there is an early take-off. The referee will look at the relay take-off slips to determine if any of the relays were disqualified. Dual confirmation is necessary for a disqualification.

8.4 Timers may not interfere with swimmers. Therefore, timers cannot put their hand in the pool to "protect" swimmers' heads in backstroke. The swimmer will be disqualified due to this interference.

8.4.1 It is recommended that no coach or person may help or walk in front of a swimmer in the pool. If this is planned, it should be discussed by the team reps before the meet.

8.4.2 No swimmer shall receive substantive external assistance, such as "water wings", kickboards, or any other artificial flotation devices, while swimming in a race.

## 8.5 Swimsuits and Tech Suit Requirements and Restrictions

8.5.1 Tech suits are not allowed at any ODSL season meets, dual, divisional or all-star meets for ANY swimmers.

8.5.1.1 A technical suit is defined in alignment with the guidelines by USA Swimming. A technical suit possesses the following characteristics:

- Utilizes bonded or taped seams.
- Is made of a woven/knitted fabric or a non-woven/knitted fabric that has been treated or coated and has a maximum permeable area of 30 square centimeters.
- Has a maximum of two panels in the construction, other than the bonded or taped seams.
- Has a maximum of one centerline seam in the construction.
- Does not extend past the neck to ankles and wrists.

8.5.1.2 Swimmers found in violation of this rule shall be disqualified from the event in which they were wearing a technical suit.

8.5.2. An athlete should be permitted to dress consistently with his/her/their gender identity and religious exemptions, including warm-ups and team gear. Swimwear requiring a religious exemption must adhere to the general principles of modesty and safety while aligning with the participant's religious beliefs. The swimwear must comply with USA Swimming guidelines in terms of construction, coverage, and performance, as closely as possible given the religious constraints. The swimwear must not offer a competitive advantage.

## 8.6 Relays

- 8.6.1 No swimmer shall be permitted to run when making a relay take-off. Each relay team member shall leave the water immediately upon finishing their leg, except the last member.
- 8.6.2 The Mixed Age Freestyle Relay consists of four (4) swimmers with one swimmer from each of the following age groups: 10& Under, 11-12, 13-14, and 15-18, swimming 50 meters each. The order can be determined by the coach.
- 8.6.3 A swimmer may swim in his own or up to two higher age groups in age group relays and higher age groups in the mixed age freestyle relay, as provided in section 4.8
- 8.6.4 No swimmer is to swim up into a higher age group if there is an eligible swimmer in that age group who could swim in the relay.
- 8.6.5 Coaches will fill out a written record (paper plate, relay card) for each relay showing complete names and the order of each relay. These will be turned in to the computer operator at the close of every meet.

## 9. SCORING AND AWARDS

- 9.1. Swimtopia software will determine place and scoring.
  - 9.1.1. The Host Team is responsible for providing the primary results, computer equipment, and Computer Operator.
  - 9.1.2. The Visiting Team shall provide an Assistant Computer Operator/Scorer.
  - 9.1.3. These two Officials shall verify and enter all swimmers' official times as recorded into the results computer.
- 9.2. All events, completed in their entirety, shall be scored.
  - 9.2.1. Individual events scoring shall be 6 points for first place, 4 points for second place, 3 points for third place, 2 points for fourth place and 1 point for fifth place.
  - 9.2.2. Relay events scoring shall be 6 points for first place, 4 points for second place and 2 points for third place. Ties. Swimmers or relay teams having identical official times are said to be tied.
  - 9.2.3. In the event of a tie, duplicate awards shall be made, and total points involved in the tie divided equally between teams. For example, in a dual meet with a tie for first place, each swimmer shall receive 5 points ( $6+4=10 \div 2 = 5$ ) and no second place shall be awarded.
- 9.3. Place ribbons for first through sixth place and Heat Winner ribbons shall be provided by the League and are the home team's responsibility to provide at each meet. All other ribbons are optional and must be purchased separately by the individual teams.
- 9.4. At the completion of the meet the following procedures will be followed.
  - 9.4.1. The Results Computer Operator will print two complete copies of the meet results (three in the case of tri-meets), showing place results, finish times, and final score of the meet.
  - 9.4.2. All copies shall be signed by the Referee and each Team Representative.
  - 9.4.3. One copy of the signed results sheet shall be furnished to each Team Representative.
  - 9.4.4. The teams may agree to exchange the above information via email.

- 9.4.5. Meet Results. The home team shall upload the results of the meet to the Team Unify site by 3:00pm Sunday for Saturday meets and by 8pm Thursday for Wednesday night meets.

## **10. PROTESTS**

- 10.1. Protests against the judgment decisions of starters, stroke and turn, place and relay take-off judges shall follow the procedures set forth below:
- 10.1.1. Protests will only be considered when made by the Team Representative or the individual designated by them for a particular meet to the Referee.
  - 10.1.2. The protest shall be lodged with the Referee within thirty (30) minutes of the judgment decision protested or prior to completion of the last event, whichever occurs first.
  - 10.1.3. The Referee shall investigate the issues in dispute, and rule on the protest. His/her decision shall be final and binding on all parties.
- 10.2. Protests involving League rules and irregular entries shall follow the procedures set forth below.
- 10.2.1. The parties concerned shall make all possible efforts to resolve their differences. Failing this, they may refer the protest in writing to the League President within three days from the date of the swim meet.
  - 10.2.2. Upon receipt of the protest, the League President shall refer the matter to the Protest Committee. The protest committee for the regular season shall be comprised of the ODSL President, ODSL Vice President and Senior Member at Large. Protest Committee for EOS Meets shall be comprised of ONE representative (either coach or head official) from EACH division for a total of 7 members. If the protest involves one of the teams of one or more of the team representatives on the Protest Committee, then that individual shall be prohibited from hearing the protest. The conflicted position shall be filled for that protest only by the following individuals in this order: remaining member(s) of the Rules Committee, followed by the Officers of the Board in the following order: President, Vice-President, Secretary. The Protest Committee shall have the authority to examine all records or other evidence pertinent to the matter under investigation, to conduct interviews, and to require that all parties to the protest submit written statements outlining the facts within three (3) days of the request. Each team shall produce without delay the records requested by the protest committee.
  - 10.2.3. The Protest Committee shall provide a written decision of the majority of the Committee within three (3) days of receipt of the information set forth in Section 10.2.3. Decisions rendered by Protest Committee shall be final and binding on all parties.
  - 10.2.4. No protest of any nature shall be entertained later than three days after the day of the last League event of the season. For this reason, no meet records may be disposed of sooner than three days after the day of the last League event of the season. Any disputes arising out of the end of season meets shall be resolved by a Protest Committee if a protest is submitted in writing to the League President within three days of the meet.

## **11. RECORDS**

- 11.1. The League shall maintain an up-to-date set of records of the best performances established in League competition for all events in which the League has established events as listed in Appendix 7.
  - 11.1.1. All times from the Swimtopia database will feed the record times database already displayed on the League website. The records will be reviewed and verified after each meet of the season.
  - 11.1.2. All records are reported in Short Course Meters.
- 11.2. A League record can only be set at League-sanctioned meets where the event was properly officiated and conducted in accordance with all applicable rules. No records can be set during Time Trial meets.
- 11.3. A League record can only be set if timed with no less than two stopwatches or a semi-automatic timing system.
- 11.4. Individual and relay records can be established by swimmers only for their respective age group.
- 11.5. Swimmers having an identical record time shall share the record.
- 11.6. The official final Season Records will be posted on the League's website no later than one week after the League's All-Star Meet unless there is a pending protest. In such a situation the official final Season Records will be posted within three (3) days of resolution of the protest.
- 11.7. Any record disputes shall be submitted in writing by the Team Representative to the Board President no later than August 31 of the season in which the performance occurred. If necessary, the President shall refer the matter to the Protest Committee as set forth above.

## **12. END OF SEASON MEETS**

- 12.1. The League will hold two types of End of Season (EOS) Meets to be known as the Divisional Meets and the All-Star Meet.
  - 12.1.1. The Divisional Meets are League events conducted by one team in each division. The Scheduling Committee will determine which teams swim in a particular Divisional Meet so that each meet has approximately the same number of teams and swimmers.
  - 12.1.2. The All-Star Meet is a League run event, organized by the End of Season Meet Committee as established by the Officers of the Board.
  - 12.1.3. No time trial times may be used for qualification or seeding.
- 12.2. Swimmers may only compete in the EOS Meets if the swimmer has swum in at least two League sanctioned meets during the current season.
- 12.3. A swimmer without an official League time (NT) in an event cannot swim in that event in an EOS Meet.
- 12.4. Qualifying times for the All-Star meet will be determined no earlier than the 2<sup>nd</sup> meet of the season.

- 12.4.1. Swimmers who make a qualifying times will be eligible to swim at the All-Star meet in the events they qualified for.
- 12.4.2. Swimmers who make 1 qualifying All-Star time will be eligible to swim at Divisional, but not in the event they qualified for.
- 12.4.3. Swimmers who have 2 or more times All-Star qualifying times, will not be eligible to swim at the Divisional meet.
- 12.5. Both EOS Meets will have the same events: freestyle, backstroke, breaststroke, butterfly, and IM. No Relays will be held at the Divisional Meets or the All-Star Meet.
- 12.5.1. A swimmer entered in a Divisional Meet may select 3 events from free, back, breast, fly and IM.
- 12.5.2. A swimmer entered in the All-Star Meet may select 3 events from free, back, breast, fly and IM.
- 12.6. No swim-ups are permitted at the EOS Meets.
- 12.7. Events are seeded slowest to fastest.
- 12.8. Lanes shall be assigned in accordance with USA Swimming Rules and Regulations. 12.10 Scoring will be 16, 13, 12, 11, 10, 9, 7, 5, 4, 3, 2, and 1 for 1st through 12th place, respectively.
- 12.11 Medals shall be awarded to the first twelve place winners in each event. All other swimmers will receive a participation ribbon. These ribbons are provided by the League.

### **13. Scholarship Guidelines**

- 13.1 The ODSL Scholarship program provides partial college scholarships to one deserving young man and one deserving young woman each swim season, The scholarships are awarded based on demonstration of sportsmanship, citizenship, and commitment to the sport of swimming.
- 13.1.1 The \$1000 scholarships (to each recipient) will be awarded end of each season at the All Star meet for that season.
- 13.1.2 Eligibility: Applicants are eligible to apply for a scholar award in their senior year of high school (or their final year of eligibility in the ODSL) as they intend to enter college or an institution of high education.
- 13.1.3 Each applicant must have been an active ODSL swimmer for at least the two prior seasons (not including the 2020 COVID season).
- 13.1.4 Applicant must swim on an ODSL team the summer after their senior year (or during their final year as an 18-year-old swimmer) to be considered.
- 13.1.5 Applicants must submit the online formal application and two letters of recommendation.

## 14 ODSL Code of Conduct

- 14.1 ODSL has established a Code of Conduct for all participants. It is intended to help facilitate a nurturing environment for swimmers and supportive environment for coaches and volunteers. It is essential to give coaches and volunteers the respect and authority they deserve to run meets. By working together in a partnership with each of your teams, the league can efficiently and successfully run meets and solve protests.
- 14.2 All teams should insert the Code of Conduct league forms in the annual “click through” Team Unify registration. The Family and Swimmer Code of Conduct Forms can be found on the ODSL website.
- 14.3 Families
- 14.3.1 Set the right example by always showing respect and common courtesies to coaches, competitors, officials, parents, and for all.
  - 14.3.2 facilities and other property used during meets.
  - 14.3.3 Understand that opposing teams, including their swimmers, coaches, and fans, want the same positive experiences. Avoid criticism.
  - 14.3.4 either verbally or by gesture. Look for opportunities to build rapport with teams. This is a league-wide effort.
  - 14.3.5 Realize that swimmers become easily confused when parents are behind the blocks. Your unconditional love and support before and
  - 14.3.6 after races will help them best.
  - 14.3.7 Recognize that league officials and timers are volunteers, allow them to carry out their duties without interference or judgement.
  - 14.3.8 Get involved. be an official, help time.
- 14.4 Swimmers
- 14.4.1 ODSL swimmers must always follow the directions of the coaching staff, official and parent volunteers — disrespectful attitudes will not be tolerated from any swimmer.
  - 14.4.2 Any inappropriate use of cell phones, social media, or other devices is prohibited, especially in private areas such as the locker room will not be tolerated.
  - 14.4.3 Swimmers will not show any unsportsmanlike conduct towards other teams, parents, swimmers, or officials at any time.
  - 14.4.4 Any bullying or allegations of bullying of any athlete will be investigated and disciplinary action will be at the discretion of each Team’s Board of Directors.
  - 14.4.5 Any non-consensual physical contact, obscene language or gesture, or other threatening language is not acceptable.
  - 14.4.6 The consumption of alcohol, the use of tobacco, or use of any non-prescribed drugs or illegal substances of any kind will not be tolerated.
- 14.5 Board Members & Officials
- 14.6 Are expected to always remain impartial when resolving league issues and disputes.
- 14.6.1 Board members and officials that are found in violation of the code of conduct will not be allowed to continue official duties
- 14.7 Process for communicating Code of Conduct Violations
- 14.7.1 This process ensures that all teams, board members, officials, and families address violations of the ODSL Code of Conduct in a structured manner while maintaining respect and cooperation across the league.
  - 14.7.2 **Initial Reporting Between Team Representatives**  
If a swimmer, family, or team violates the Code of Conduct (e.g., disrespect, unsportsmanlike behavior), the issue should be reported immediately to the respective team representative. If unresolved, the team rep must document the incident and \*\*send a formal communication to the Team’s Board\*\* outlining the issue and steps taken.

FOR CONFLICTS BETWEEN TEAM REPRESENTATIVES, THEY SHOULD ATTEMPT TO RESOLVE THE ISSUE DIRECTLY. IF UNSUCCESSFUL, BOTH REPRESENTATIVES MUST SUBMIT A FORMAL COMMUNICATION TO THE LEAGUE BOARD FOR REVIEW.

#### 14.7.3 **Zero-Tolerance for Discrimination**

ODSL maintains a **zero-tolerance policy** for any behavior involving discrimination, including but not limited to race, color, religion, gender, sexual orientation, gender identity, national origin, ethnicity, age, disability, marital status, or socioeconomic status. Any such incidents must be reported to the Team's Board and will be investigated as a priority, with severe disciplinary actions taken if necessary.

#### 14.7.4 **When to Involve the ODSL Board**

Any unresolved violations, including repeated misconduct, bullying, or discrimination, must be communicated to the ODSL Board. Allegations such as inappropriate cell phone use, bullying, or non-consensual physical contact require immediate written reporting to the board for investigation.

If conflicts remain unresolved or involve league officials, severe misconduct, or questions of impartiality, the matter should be escalated to the ODSL League Board. The League Board will investigate and take necessary disciplinary actions, including possible suspension or removal from duties.

In cases where confidentiality is requested, the board will discuss the situation, but only the President and Vice President will be aware of the identities of the involved parties.