

COLONIAL SWIMMING LEAGUE MEET RULES

The Colonial Swimming League was founded in 1962 to sponsor competitive swimming among community swimming organizations in Northern Virginia; to develop a love for the sport among the swimmers involved; and to advance skills, team-work, and the principles of good sportsmanship.

The objectives of the Colonial League swimming program are:

1. to foster a high level of competition by grouping teams of comparable strength in the same division, in accordance with the League team seeding procedure;
2. to develop the potential of individual swimmers of different ages and abilities by sponsoring a full summer dual meet season which concludes with divisional qualification meets and a League all-star meet;
3. to single out for distinction individual swimmers, age groups, and teams.

With a view to fulfilling the aforementioned principles and objectives, the participating organizations agree to uphold present Constitution, By-Laws, and Meet Rules of the Colonial Swimming League.

Meet Rules

I. General

1. These rules are specifically designed for closed meets and shall govern the conduct of all swimming meets scheduled, sponsored, or sanctioned by the Colonial Swimming League. USA Swimming Rules and Regulations Articles 101, 102 and 105 pertaining to strokes, events, disqualifications, duties of officials, judging, timing and similar technical matters shall be observed at all League meets unless modified by these rules. USA Swimming Rules and Regulations Article 103 pertaining to Facilities Standards is specifically excluded from observation by the CSL as pertains to swimming pool depth only. Facilities Standards as required by the CSL shall otherwise be as provided for by said rule and as required by section IX "Pools" and X "Lanes" of the CSL Meet Rules. Conforming course length as required by the CSL Meet Rules shall be either 25 yards or 25 meters. Backstroke flags should be positioned at either five (5) meters or five (5) yards from each end of the pool.
2. The starting time for any meet shall be specified by the host team, and notification given the visiting team no later than the Wednesday before the meet. The starting time shall be in the morning not later than 10:30 unless otherwise agreed to by the League representatives of both teams. In the event a meet must be rescheduled, the date and time selected by the host pool must be acceptable to the visiting team and cleared with the League's Executive Committee. The League chairperson should be advised of the change.
3. All competitors shall report to the host pool not later than thirty minutes before the meet is scheduled to begin and shall proceed immediately to their assigned area. When directed by the announcer, swimmers may take a short warm-up swim, after which they will return to their assigned areas and hold themselves ready to report to the Clerk of Course when their events are called.

4. All swimmers shall report to the Clerk of Course before competing. Only competing swimmers shall report to Clerk of Course. This applies to both individual events and relay events. Swimmers who fail to report to the clerk of course shall be subject to disqualification by the Referee. Entry changes may occur after reporting to the Clerk of Course and shall conform to and be counted in accordance with meet rules. All changes to entries must be made by a coach, team rep or their designated representative.
5. Time cards or timer sheets will be used for all events. When time cards are being used for recording times, time cards with the names of the competing swimmers shall be provided to the lane timers for all individual and relay events. When timer sheets are being used for recording times, time cards with the names of competing swimmers shall be provided to the lane timers for relay events and substitute individual event swimmers.
6. The referee shall be responsible for maintaining principles of good sportsmanship in the conduct of the meet. Spectators shall be strictly controlled, and reasonable measures shall be taken to ensure that spectators do not interfere with officials or swimmers in the conduct of the meet. On the petition of a team representative and a majority vote of the League Board, the League may disqualify an official, a swimmer, a parent or a team member from further participation in League activities during a season for continued or blatant and offensive unsportsmanlike conduct, which is reported by a referee to the League Board.
7. Only team representatives may consult with the referee if necessary, but shall refrain from consulting or contacting any official while an event is in progress, i.e., from the time the starter addresses the swimmers until the event has been reported to the scoring table.
8. Once swimmers have reported to the Clerk of Course, they shall receive no coaching or assistance. Any swimmer so coached or assisted shall be subject to disqualification by the Referee. Actions such as allowing backstroke swimmers to secure a handhold on teammates' ankles for starting or placing towels on pool edges where necessary for starting shall not be construed as coaching or assistance within the intent of this paragraph.
9. No event shall be delayed pending the late arrival of a competitor.
10. The League shall expel any team offering swimmers pay or other material inducements named in the current USA Swimming Rules and Regulations.
11. In A-Meets, completed computer entry disks shall be submitted to the Head Scorer and to the opposing team by each Team Rep at least 30 minutes prior to the start of the meet. The entries shall be merged and a combined Meet Sheet shall be printed and provided to each Team before the start of meet events. This combined Meet Sheet shall constitute the official entries to the meet.
12. In the event of a computer failure, then completed manual meet sheets shall be submitted to the Head Scorer prior to the start of the meet.
13. Each team is unilaterally permitted to make up to five changes to individual event entries after the computer merge. A change means replacing one swimmer with another in a single event. It does not include simply scratching an entry. Changes in excess of these five will be permitted prior to an event if agreed to by both team representatives. Filling a previously empty lane with a swimmer is also a substitution. Swapping the events of two swimmers counts as two substitutions.

14. The League sponsors two levels of meets: "A" meets include scored dual meets, Divisional and All Star meets, and the Relay Carnival. Developmental ("B") meets include any other meets involving League teams.

15. Team representatives at the respective Qualification Meet sites will determine, by simple majority vote, if it is appropriate to cancel or postpone such meet due to inclement weather. These team representatives, by a simple majority vote, will determine the new time and date for completing the Qualification Meet.

II. Competitor Eligibility

1. Each competitor must be a bona fide member of a League swimming organization, as defined in Article III of the League Constitution.

2. Lifeguards who are bona fide members of a League team and otherwise eligible under League and USA Swimming Rules and Regulations are eligible to compete.

3. Swimmers may represent only one Colonial Swimming League team during the season. Exceptions may be granted by the Board.

4. Each team shall submit to the League Registrar an up-to-date list of its swimmers and their birth dates by the second A-Meet meet for ready reference in case of eligibility disputes. Late additions to a team's roster should be sent to the League Registrar. Late additions must be received via email by the League Registrar by 5 PM on the last business day before a competitive meet for the added swimmers to be eligible for that meet.

5. In all League Dual, Relay Carnival, Qualification and All-Star Meets, the swimmer's age group is determined by the age of the swimmer on June 15.

6. In all meets, swimmers may compete in their own and in higher age groups provided they repeat no event in the same stroke block. In the mixed-age relay, a swimmer may swim in his own or a higher age group to represent any of the following age groups: 9-10, 11-12, 13-14, or 15-18.

7. Swimmers may compete in Qualification Meets only if they have swum in at least two League sponsored meets during the current season.

8. Swimmers may compete only if their parent(s) have obtained insurance through the League and have signed the following waiver:

The Colonial Swimming League exists to promote healthy, friendly, competitive and safe swimming opportunities for my child(ren). It is a non-profit organization run by volunteers for the benefit of its members, including me. I support and participate in the League and its sanctioned activities either directly, or indirectly through my child(ren). We derive the intended benefit of safe, friendly competition and other such benefits from our participation. For that reason, and with an explicit understanding of the consequences of doing so, I, as the parent or legal guardian of the child(ren) named below, agree that I will not file suit or cooperate in any suit brought on behalf of my child(ren) against the League or its Officers, or any other member Team, Coaches or Officers, or any pool organization sponsoring a Colonial Swim League team or its Coaches and Officers, for any injury suffered by my child(ren) in the course of League

sponsored competition, including swimming meets, warm-ups, and practices, UNLESS the injury is the result of gross negligence, meaning willful misconduct of the party sued. I further agree, in consideration of the above described benefits, that if I do initiate or am a party to litigation in which gross negligence is alleged, and that lawsuit is unsuccessful, I will reimburse the party(ies) sued for their legal fees and costs associated with that lawsuit.

Individual member teams may elect to obtain insurance independent of league provided insurance, with the provision that the coverage is equal to or greater than the coverage provided by the league for each swimmer. Insurance certificates must be filed with the league no later than May 1 of the season in which the insurance is active.

III. Limitations of Entries - Dual Meets

1. Swimmers may enter up to three individual events, one age-group relay, and one mixed-age relay.
2. In pools with eight lanes, each team may enter up to four swimmers in each event. In pools with six lanes, each team may enter up to three swimmers in each individual event. In pools with four lanes, each team may enter not more than two swimmers in each individual event unless otherwise agreed by both teams. All swimmers so entered are eligible to place and to score points in accordance with scoring provisions in effect for the meet.
3. Each team may enter only one official team in each relay event. A relay team shall be considered an entity with no limit to qualified substitution. Substitutions may be made by writing another qualified swimmer's name on the time card prior to the event and placing a single line through the name of the scratched swimmer. A team may enter unofficial relays in the same event provided they are not adjacent to the opposing team's lane and do not interfere with the conduct of the meet. The performance of the unofficial relay shall not be counted in the scoring.

IV. Limitations of Entries -- Qualification, All-Star, and Relay Carnival Meets

1. At the end of the dual meet season, Qualification Meets will be held for the purpose of seeding entrants in the League All-Star Meet. All Qualification Meets will have the same competitive conditions (distance, etc.) to ensure times will be on an equal basis.
2. At the Qualification Meet, each team may enter three swimmers in each individual event. No swimmer may enter more than three individual events. The deadline for entries shall be set by the host team and must be no earlier than 11 PM on the day following the last A-meet in that Division. Teams shall submit entries in electronic format. Swimmers may not change events after the entries deadline.
3. In each Qualification Meet, swimmers shall be seeded in events on the basis of times established in sanctioned meets during the current season. If an eligible swimmer has not established a time for the entered event during the current season, the swimmer shall be seeded below all swimmers who have established a valid time.
4. In the All-Star Meet, individual events shall be seeded on the basis of the twelve best individual performances (i.e., lowest times) swum League-wide in the Qualification Meets. The League will publish "made-it" lists of potential swimmers and alternates within 24 hours of Divisionals. An All-

star Scratch Meeting will be held within 3 days of Divisionals. Entries to the meet are closed as of the end of the Scratch Meeting.

5. Conversion of 25-meter times to 25-yard times (meter time \times 0.8847) or 25-yard times to 25-meter times (yard time \times 1.1303), specified to the nearest hundredth without rounding, will be calculated at the time of seeding. Twenty-yard times will not be considered for conversion. These factors are not the strict meter-to-yard distance ratios, but are derived empirically based on averages of published USA Swimming conversion factors for events of 20 to 60 seconds.

6. The respective team representatives have unanimously agreed that, unless it creates an undue burden, each team should assure that its best swimmers participate in all league-sponsored competitive events, including the Relay Carnival and All-Star Meet.

7. At Relay Carnival, a swimmer may enter one mixed age freestyle relay, one age group medley relay, one mixed sex freestyle relay, and one mixed age mixed sex medley relay.

V. Relay Carnival

1. A League Relay Carnival will be held during the regular dual meet season at a time and place to be determined by the Board. The order of events and scoring shall be as contained in Appendix III.

2. The respective team representatives have unanimously agreed that all teams should participate in the Relay Carnival.

VI. Substitutions and Scratches -- Qualification and All-Star Meets

1. At Qualification Meets, each team shall be allowed no more than ten substitutions before the meet has begun.

2. Coaches must report scratches prior to the start of the meet. Swimmers cannot be scratched from one event and substituted in another event.

3. A scratch meeting will take place at the All Star Meet at least 30 minutes prior to the start of the first event.

VII. Irregular Entries

1. In all meets if an irregularity in an entry is detected and confirmed prior to the swimming of the event involved, the ineligible swimmer shall be scratched from the event.

2. In all meets if an irregularity in an entry is detected and confirmed for the first time after the event has been swum, the points of the illegal entrant shall be canceled, the order of the finish corrected, and the meet score adjusted accordingly.

3. No substitutions shall be allowed in the event of an irregular entry.

VIII. Heats

1. In dual meets, there will be only one scoring heat per event. By mutual agreement of all participating team representatives, a second, non-scoring heat may be added per individual event in

A-meets, and non-scoring Six-and-Under heats may also be added by mutual agreement of all team representatives.

2. In Qualification and All-Star Meets, heats will be seeded in accordance with the "Final Heat Procedure," USA Swimming Rules and Regulations.

IX. Pools

1. League pools must provide turn flags and, whenever possible, appropriate short course bottom, end, and wall marking, as stipulated in USA Swimming Rules and Regulations.

2. Where a pool-edge lip extends, or may otherwise be deemed hazardous to backstrokers at the turns or finish of a race, a towel or other cushioning device may be placed to prevent injury. The device shall not exceed one inch in thickness nor extend below the lip or obstruct the view of timers and judges.

3. If conditions exist such that the normal course of events can not be completed in the usual manner at the host pool, that fact must be communicated to 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 required.

X. Lanes

1. Swimming lanes shall have a minimum width of five feet. All lanes must be cleared of obstructions such as diving boards and ladders and be separated by ropes with floats.

2. Markings must be provided on each lane rope indicating the 15-meter mark.

3. In dual meets, the host team shall use lanes odd, and the visiting teams, lanes even. In triangular meets, lanes shall be decided by lots in the combination of lanes 1 & 4, lanes 2 & 5, and lanes 3 & 6.

4. Host pools with eight lanes must notify the visiting team of the larger pool size at least three days prior to the meet. If this notification is not made, then both teams are restricted to three entries per individual event, and only six lanes may be used.

5. In Qualification and All-Star Meets, lanes shall be assigned in accordance with USA Swimming Rules and Regulations.

XI. Events

1. Official League events and the order in which they shall be run are listed in the Appendices. In all A meets, there will be a break of at least 10 minutes after event 40, and a break of at least 5 minutes after event 50.

2. If time allows at the end of a dual meet, swimmers in any age group may optionally compete in the Individual Medley for the purpose of establishing a time or pursuing a record. Such event will not be scored in determining the outcome of a dual meet, nor shall participation in such individual medley events be counted against the number of entries allowed for swimmers.

XII. Officials

1. Members of the Executive Council may officiate as Referee, Starter, or Stroke and Turn Judge at any League meet but must disqualify themselves in the event of a protest involving the meet.
2. 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.
3. The following officials are required at dual meets: 1 Referee, 1 Starter, 1 Clerk of Course, 1 Scorer, Timers (see XII5,6), Judges (see XII4).
4. There shall be at least two Stroke and Turn Judges.
5. Three timers will be assigned to each official lane. A Chief Timer and his Assistant shall stand as back-up timers. In all meets, the order of finish will be judged by time only.
6. In dual meets, one host-team and two visiting-team timers will be assigned to each official host-team lane; one visiting-team and two host-team timers will be assigned to visiting-team lanes.
7. The duties of the officials shall be as outlined in the USA Swimming Rules and Regulations. The Referee and the Judges shall be especially familiar with the contents of the rules and regulations.
8. League Officials shall be certified for deck work. Certification will consist of attendance at a CSL clinic, work three meets with a certified official, of equal or higher level, and pass an open book examination with a passing grade of 80 percent. The test must be submitted prior to the All-Star Meet. Officials passing the test will be certified for a period of two years. Upon successful completion of the examination and working three meets the candidate will receive a CSL Official patch, information on the position certified to work and expiration of certification. Clinics for Stroke and Turn Judge will be open to any person associated with a CSL member team in good standing. To be eligible for the position of Starter an individual must have worked at least one season as a Stroke and Turn Judge (exceptions to this will be granted on an individual team basis by the league). To be eligible for Referee, an individual must be recommended by the Team Representative.
9. Individuals holding certification from USA Swimming will not be required to attend CSL clinics or take the written examination. These individuals will be allowed to work at the highest level for which they hold USA Swimming official certification. Upon verification by their Team Representative, these individuals will be issued an appropriate CSL patch.
10. Certified officials are required to wear their CSL patch or carry a USA Swimming certification card while working meets.
11. Recertification will consist of attending a CSL clinic and passing an open book examination and presenting evidence of having worked at least three meets per season.
12. Each team is responsible for having the correct number of certified officials available to conduct meets.
13. Three days prior to the date of a meet, the host-team representative shall contact the visiting-team representative to determine which officials will be provided by each team. A suggested division of

responsibilities is the following:

Host team: Referee, two stroke and turn judges, clerk of course, announcer, head scorer, awards clerk, runners, chief timer, and one-half the required number of timers.

Visitors: Starter, two stroke and turn judges, assistant clerk of course, chief time recorder, assistant scorer, assistant chief timer, and one-half the required number of timers.

14. In dual meets, the host team should furnish the starting device. Each team shall furnish, if possible, the required number of watches.

15. Officials for Qualification Meets shall be nominated and appointed by representatives of all teams competing in the meet.

16. Officials for All-Star Meets shall be appointed by the Board.

17. The Referee shall have the authority to dismiss any appointed official who protests a decision without the requisite authority, cheers or assists a swimmer, criticizes another official, or otherwise performs in a biased or unsportsmanlike manner. If an official is dismissed in the course of a meet, that official's team should provide a suitable substitute.

XIII. Starting

1. Starts shall be by a USA-Swimming approved starting device.

2. Starting blocks may not be used at any Colonial League meet.

3. Upon completion of the previous race, the Referee shall signal the next heat to get ready at the edge of the pool deck, by a series of at least four short whistle chirps. The Starter or Announcer shall announce the event number, description and heat number. Subsequent heats of the same event shall have only the heat number announced.

4. The Referee shall provide a long whistle to signal the swimmers to step-up (forward starts) or step-in (backstroke starts). If the swimmers fail to respond to the Referee's whistle, the Starter may direct the swimmers with a simple command to "Step up" (forward starts) or "Step in" (backstroke starts). For backstroke starts, the Referee shall provide a second long whistle to have the swimmers place their feet. If they do not respond promptly, the Starter may give the command, "Place your feet."

5. The Referee shall close the heat and turn control over to the Starter by extending an outstretched hand toward the Starter. The Starter shall 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, or another swimmer's legs (back stroke starts.) When all swimmers are motionless, the Starter shall discharge an approved starting device (Colorado starting system or equivalent). If swimmers do not respond properly to the Starter's command, the Starter may release the heat with the command "Stand up" ("Stand down" for backstroke events).

6. By prior arrangement with the Referee, swimmers with disabilities may be permitted to start in the water in events requiring forward starts. On the Starter's command "Take your mark", such

swimmers must assume a motionless position with one hand and both feet in contact with the wall. A backstroke start may not be used.

7. Any swimmers who are not motionless at the start, or who enter the water prior to the Starter's signal, may be charged with a false start. The Starter and Referee shall independently determine whether any swimmers should be charged with a false start. If both confirm the false start, then the race will proceed without recall, and the swimmer or swimmers charged with a false start shall be disqualified at the completion of the heat.

8. No disqualification shall be assessed if, in the opinion of the Referee, the false start was caused by reaction to motion by another swimmer, or by extenuating circumstances (such as a loud noise at the start).

XIV. Timing

1. All times shall be reported in hundredths of a second using digital watches.

2. 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 thousands digits dropped without rounding. (Example: times of 34.73 and 34.80: $(34.73 + 34.80)/2 = 34.765 \rightarrow 34.76$).

3. An automatic or semi-automatic electronic timing system may be used as the primary system to record the meet results. This system must conform to current USA Swimming rules for electronic timing equipment. Three timers on the lane using manual electronic stop watches must be provided to serve as a backup to the electronic timing system. They must record their manual watch times on time cards or lane timer slips.

4. The Timing Judge shall compare the primary electronic times with the backup watch times in order to verify that the timing system is functioning correctly. A system error may have occurred if the difference between the electronically recorded time and the median time of the backup watches is greater than 0.3 seconds. In this case, the Referee shall investigate the cause of the discrepancy between the electronic time and the backup time and determine the official time for the swimmer in accordance with USA-Swimming timing rules for integrating backup watch times with primary electronic times.

XV. Disqualifications

1. Disqualifications shall be governed by the rules in USA Swimming Rules and Regulations and shall be strictly enforced in all meets, unless otherwise modified by these rules.

2. The Referee or a designated representative must notify the swimmer's team representative or coach why the swimmer has been disqualified.

XVI. Protests

1. Protests involving questions of fact such as turns, strokes, and other swimming technicalities:

a) Protests will only be considered when made by the team representative or alternate team representative for a particular meet.

b) The protest shall be lodged in writing with the Referee prior to the conclusion of the meet as evidenced by the Team Reps and Referee signing the completed meet sheet. The term lodge means to bring an accusation or complaint before legal authorities.

c) The Referee shall investigate the issues in dispute, and rule on the protest. His decision shall be final and binding on all parties.

2. Protests involving League rules and irregular entries:

a) The parties concerned shall make all possible efforts to resolve their differences. Failing this, they may refer the protest in writing to the League Chair within three days from the date of the meet. All formal protests submitted to the league chairperson must include a check for \$25 (per protest). If the protest is upheld, the \$25 fee will be returned. If the protest is denied, the \$25 will not be refunded.

b) Upon receipt of the protest, the Chair shall appoint a protest committee composed of three League representatives other than the Chair and representing teams in divisions other than the one in which the protest originated. The League Chair shall designate one member of the protest committee as the chair.

c) The protest committee shall have the authority to examine all records or other evidence pertinent to the matter under investigation and to require that all parties to the protest submit written statements outlining the facts.

d) The final decision of the protest committee shall be final and binding on all parties.

3. Any disputes arising out of the Qualification or All-Star Meets shall be resolved by the League Board if a protest is submitted in writing to the League Chair within three days of a protest committee, as specified in ARTICLE XVI 2 c, d of these rules.

4. No protest of any nature shall be entertained later than three days after the day of the last League event of the season.

5. Each team shall produce without delay the records requested by the chair of a protest committee. Meet records may be disposed of no sooner than three days after the day of the last League event of the season.

XVII. Scoring

1. In dual meets, individual events shall be scored 5-3-1; relay events shall be scored 7-0.

2. Points shall not be awarded for an event unless the event is swum.

3. If all official relay teams are disqualified, no points shall be awarded, and the event shall not be re-run.
4. If, after the annual swimming seeding and schedule have been completed and adopted, a team drops out of the League, the division affected will swim tri-meets. These meets will be scored as a tri-meet for the purpose of ribbons, but for determining divisional champions the team that would be swimming in a dual meet against the team that dropped out will be treated as having had a bye. Each team in the division will have a bye for scoring purposes. The score for the tri-meets will be determined as if it had been a dual meet (between the two originally scheduled teams). If a team were to drop out in mid-season, all meets with that team that dropped out would be treated as a bye, even if the meet had been completed prior to the team dropping out. In the event a team or teams drop out, the league will do its best to realign teams within divisions such that the same division will not be involved in swimming tri-meets in successive years. If a division has an odd number of teams, the teams within that division will decide on the extent of tri-meets, byes or the option of swimming a meet against the developmental team (of a larger team) on Sunday. Such a decision must be made before the schedule is formally approved by the league.

XVIII. Awards

1. Division Team Champions: A suitable trophy shall be awarded annually to each team that wins the most dual meets within its division.
2. Division Age-Group Champions: Suitable trophies shall be awarded annually to each boys' and girls' age-group that wins the most dual meets within its division (i.e., 9-10 boys, 9-10 girls, etc.).

In a division using the small teams option for relays, only points earned in individual events can be counted.

3. In dual meets, ribbons shall be awarded to the first three place winners in individual events and to each member of the winning relay teams.
4. In Qualification Meets, ribbons shall be awarded to the first six place winners in each individual event.
5. In the League All-Star Meet, medals shall be awarded to the first six place winners in each individual event and appropriate awards given to the next six.
6. At Relay Carnival, awards will be provided to the first place winners within each division. Awards shall be provided to the top relay(s) in each division in each event.

XIX. Ties

1. Swimmers or relay teams having identical official times are said to be tied.
2. In the event of a tie, duplicate awards shall be made and total points involved in the tie divided equally between teams. That is, when two swimmers tie for first place, the points for first and second place are totaled and divided equally; when three swimmers tie for first place, the points for first,

second, and third place are totaled and divided equally, and so on.

3. In the determination of divisional team champions, or divisional age group winners, in the event that two or more teams have identical won/loss records within the division, the following ranking(s) will be applied in order as needed until the tie is broken and the winning team is determined:

- a. won/loss record in meets between the tied teams
- b. total points scored by each team in meets between the tied teams
- c. total points scored by each team in meets against common division opponents of the tied teams.

4. In the event that ties remain after applying these tie-breaking procedures, the League shall provide duplicate trophy awards for all teams remaining tied.

5. Swimmers with identical official qualifying times share seeding positions in the All-Star Meet. An extra heat will be added to the All-Star Meet for swimmers tied in the twelfth qualifying position.

XX. Records

1. League records may be established at CSL scheduled A-meets, B-meets, Divisionals, All Stars, and the Relay Carnival. League records may be established at developmental or "B" meets provided that the team representative notifies the referee of a swimmer's intention to pursue a record. Also, all appropriate officials must be in attendance at the "B" meet in order for the record, if established, to be official.

2. No performance shall be accepted as a League record unless it shall have been timed with no less than three watches, or an approved electronic timing system. Times shall be considered for record only if the original, fully completed official time slip is submitted to the League Records Committee. The time slip must be signed by the 3 lane timers and the electronic timing systems operator if used (certifying the accuracy of the times), and the Referee (certifying that the event was properly officiated and conducted in accordance with all applicable rules.) Records not containing the required signatures, nor postmarked within 5 business days of the close of the meet shall not be considered.

3. Individual and relay records can be established by swimmers only for their respective age group while swimming events in that age group.

4. Swimmers having an identical record time shall share the record.

5. An individual record may be attempted on the first leg of a relay, provided three additional watches and timers can be made available at the time of the event and the swimmer is reasonably capable of attaining a record. Under these conditions, the Referee shall allow a record attempt if so requested prior to start of the relays.

6. Individual team representatives should make the decision regarding which events will qualify to establish "pool" records.

XXI. Developmental ("B") Meets

1. Developmental or "B" meets are held to provide an opportunity for less experienced swimmers to improve their strokes in a competitive environment. In keeping with the spirit and purpose of the B meets, participation in a particular event at these meets is not open to swimmers who placed first, second or third in that particular event or event in the same stroke block at the last scheduled dual meet.
2. The referee, in consultation with the team representatives, will make the decision on calling a "B" meet because of darkness or inclement weather.
3. Developmental meets will be held on Wednesday nights, unless another day is mutually agreed upon by both teams.

MEET PROCEDURES

1. Host-team representative contacts visiting team representative three days in advance of meet, sets time of meet, and comes to agreement as to number and course of officials. Host teams will be designated on the meet schedule, regardless of where the meet is actually held.
2. Host pool is placed in final readiness at least thirty minutes prior to meet time. A suggested checklist:
 - a) Team areas, shaded if possible.
 - b) Megaphone for starter (Colorado system preferred).
 - c) Sheltered area for clerk of course.
 - d) Coffee for officials.
 - e) Computer for scorers.
 - f) Backstroke flags properly located at both pool ends
 - g) Lane rope markers for backstroke starts and turns.
3. Officials report to Referee upon arrival at pool, at least thirty minutes prior to meet time.
4. Ten minutes before meet time, Referee assembles all officials, checks assignments, and issues instructions. Chief Timer conducts check of stop watches and assignments of timers.
5. Clerk of Course collects swimmers for first event five minutes before meet time and keeps three or four events ahead at all times.
6. Teams enter the first and last names of swimmers with appropriate event and lane number on the entry card prior to the meet. Head Lane Timers check names of swimmers immediately before event. After event, the Head Lane Timer places all recorded times on card and indicates "official" time, and passes it to Chief Timer. Chief Timer checks all cards for correctness and passes them to a runner who delivers them to the Results Computer Operator.
7. The Host Team is responsible for providing the primary results computer equipment and operator. The Visiting Team shall provide a computer operator/scorer. These two officials shall enter and verify all swimmers' times as recorded on the time cards into the results computer using League-approved software. For all dual meets, the Host Team shall retain all entries, time cards, disqualification slips and other records of the conduct of the meet in accordance with ARTICLE XVI 5, and shall make them available for examination in the event of a protest, or to correct an administrative error.
8. Upon the completion of an A Meet, the Results Computer Operator shall print a copy of the meet results sheet for each team involved in the meet. This results sheet must include the finish times and places of all swimmers in the meet, all points scored, and the final score of the meet. All copies will be reviewed by the Meet Referee to verify their correctness, and each copy will be signed by the Referee and each Team Representative. Each Team Representative must be given a copy of the signed results, and must store their copy until the completion of the season. In the event of a challenge, both teams must promptly furnish the signed copies of their meet results to the Protest Committee.
9. If any meet records are claimed during the meet, the official League time card or lane timer slip must be signed by the 3 Lane Timers, the Electronic Timing System Operator (if electronic timing equipment was used), and the Meet Referee, and must be mailed to the League Registrar within 5

days.

After the Meet Referee has verified the results, the Results Computer Operator will prepare an electronic copy of the full meet results. This shall then be e-mailed to the League Registrar no later than four hours after the completion of the meet.

10. The Results Computer Operator shall export an electronic copy of the completed meet results to each visiting team.

11. Host-team representative is responsible for telephoning meet results (i.e., total score), records broken, and any newsworthy items to the Publicity Chair following the meet.

12. Preplanning by both teams is essential. Remember, the objective is to hold an enjoyable, smoothly functioning, fast-moving meet, starting at the appointed time and ending not more than three hours afterwards with a minimum of bother and harassment. To this end, all persons concerned should cooperate to the utmost with the Team Representatives and the Referee.

GUIDELINE FOR WARM-UPS

1. Check facility

- a. Remove ladder and other obstructions
- b. Secure diving boards
- c. Tighten lane ropes
- d. Check backstroke flags
- e. Assign team areas
- f. Ensure water level is at edge of overflow rim
- g. Rope off deck area
 - Officials' area
 - Spectators' area
 - Team areas

2. Dual Meet Preliminaries

- a. Designate marshals
 - One certified official or adult designated by the team representatives at each end of the pool
 - One coach or assistant coach at each end of team's assigned lanes
- b. Assign lanes to each team unless there are separate warmup times
 - Visiting team: Lanes 4,5,6
 - Home team: Lanes 1,2,3
- c. If the entire pool is being used by one team for warm-up, the opposing team and coaches will be off in their designated team area.
- d. Designate sprint lanes
 - Outside lanes only (lanes 1 and 6 or 1 and 8) so swimmers can exit pool without crossing another lane of the pool
 - Forward starts only for free, fly, breast
 - Backward start only at direction of marshal do not intermix
- e. Designate warmup lanes
 - Interior lanes (2,3,4,5) or (2, 3, 4, 5, 6, 7)
 - Two-way swimming; any stroke; however, suggest that coach have plan and organize the warmup
 - Sitting on lane ropes is prohibited
 - Swimmers must enter water feet-first
- f. Diving and horse play are prohibited

Appendix 1 A-Meet Events

1	8 & UNDER BOYS	25 M FREESTYLE
2	8 & UNDER GIRLS	25 M FREESTYLE
3	9-10 BOYS	50 M FREESTYLE
4	9-10 GIRLS	50 M FREESTYLE
5	11-12 BOYS	50 M FREESTYLE
6	11-12 GIRLS	50 M FREESTYLE
7	13-14 BOYS	50 M FREESTYLE
8	13-14 GIRLS	50 M FREESTYLE
9	15-18 BOYS	50 M FREESTYLE
10	15-18 GIRLS	50 M FREESTYLE
11	8 & UNDER BOYS	25 M BACKSTROKE
12	8 & UNDER GIRLS	25 M BACKSTROKE
13	9-10 BOYS	50 M BACKSTROKE
14	9-10 GIRLS	50 M BACKSTROKE
15	11-12 BOYS	50 M BACKSTROKE
16	11-12 GIRLS	50 M BACKSTROKE
17	13-14 BOYS	50 M BACKSTROKE
18	13-14 GIRLS	50 M BACKSTROKE
19	15-18 BOYS	50 M BACKSTROKE
20	15-18 GIRLS	50 M BACKSTROKE
21	8 & UNDER BOYS	25 M BREASTSTROKE
22	8 & UNDER GIRLS	25 M BREASTSTROKE
23	9-10 BOYS	50 M BREASTSTROKE
24	9-10 GIRLS	50 M BREASTSTROKE
25	11-12 BOYS	50 M BREASTSTROKE
26	11-12 GIRLS	50 M BREASTSTROKE
27	13-14 BOYS	50 M BREASTSTROKE
28	13-14 GIRLS	50 M BREASTSTROKE
29	15-18 BOYS	50 M BREASTSTROKE
30	15-18 GIRLS	50 M BREASTSTROKE
31	8 & UNDER BOYS	25 M BUTTERFLY
32	8 & UNDER GIRLS	25 M BUTTERFLY
33	9-10 BOYS	25 M BUTTERFLY
34	9-10 GIRLS	25 M BUTTERFLY
35	11-12 BOYS	50 M BUTTERFLY
36	11-12 GIRLS	50 M BUTTERFLY
37	13-14 BOYS	50 M BUTTERFLY
38	13-14 GIRLS	50 M BUTTERFLY
39	15-18 BOYS	50 M BUTTERFLY
40	15-18 GIRLS	50 M BUTTERFLY
41	8 & UNDER BOYS	100 M MEDLEY RELAY
42	8 & UNDER GIRLS	100 M MEDLEY RELAY
43	9-10 BOYS	100 M MEDLEY RELAY
44	9-10 GIRLS	100 M MEDLEY RELAY
45	11-12 BOYS	200 M MEDLEY RELAY
46	11-12 GIRLS	200 M MEDLEY RELAY
47	13-14 BOYS	200 M MEDLEY RELAY
48	13-14 GIRLS	200 M MEDLEY RELAY
49	15-18 BOYS	200 M MEDLEY RELAY
50	15-18 GIRLS	200 M MEDLEY RELAY
51	MIXED AGE BOYS	200 M FREE RELAY
52	MIXED AGE GIRLS	200 M FREE RELAY

Appendix 2 B-Meet and Divisional/ All Star Events

1	8 & UNDER BOYS	25 M	FREESTYLE
2	8 & UNDER GIRLS	25 M	FREESTYLE
3	9-10 BOYS	50 M	FREESTYLE
4	9-10 GIRLS	50 M	FREESTYLE
5	11-12 BOYS	50 M	FREESTYLE
6	11-12 GIRLS	50 M	FREESTYLE
7	13-14 BOYS	50 M	FREESTYLE
8	13-14 GIRLS	50 M	FREESTYLE
9	15-18 BOYS	50 M	FREESTYLE
10	15-18 GIRLS	50 M	FREESTYLE
11	8 & UNDER BOYS	25 M	BACKSTROKE
12	8 & UNDER GIRLS	25 M	BACKSTROKE
13	9-10 BOYS	50 M	BACKSTROKE
14	9-10 GIRLS	50 M	BACKSTROKE
15	11-12 BOYS	50 M	BACKSTROKE
16	11-12 GIRLS	50 M	BACKSTROKE
17	13-14 BOYS	50 M	BACKSTROKE
18	13-14 GIRLS	50 M	BACKSTROKE
19	15-18 BOYS	50 M	BACKSTROKE
20	15-18 GIRLS	50 M	BACKSTROKE
21	8 & UNDER BOYS	25 M	BREASTSTROKE
22	8 & UNDER GIRLS	25 M	BREASTSTROKE
23	9-10 BOYS	50 M	BREASTSTROKE
24	9-10 GIRLS	50 M	BREASTSTROKE
25	11-12 BOYS	50 M	BREASTSTROKE
26	11-12 GIRLS	50 M	BREASTSTROKE
27	13-14 BOYS	50 M	BREASTSTROKE
28	13-14 GIRLS	50 M	BREASTSTROKE
29	15-18 BOYS	50 M	BREASTSTROKE
30	15-18 GIRLS	50 M	BREASTSTROKE
31	8 & UNDER BOYS	25 M	BUTTERFLY
32	8 & UNDER GIRLS	25 M	BUTTERFLY
33	9-10 BOYS	25 M	BUTTERFLY
34	9-10 GIRLS	25 M	BUTTERFLY
35	11-12 BOYS	50 M	BUTTERFLY
36	11-12 GIRLS	50 M	BUTTERFLY
37	13-14 BOYS	50 M	BUTTERFLY
38	13-14 GIRLS	50 M	BUTTERFLY
39	15-18 BOYS	50 M	BUTTERFLY
40	15-18 GIRLS	50 M	BUTTERFLY
41	8 & UNDER BOYS	100 M	INDIVIDUAL MEDLEY
42	8 & UNDER GIRLS	100 M	INDIVIDUAL MEDLEY
43	9-10 BOYS	100 M	INDIVIDUAL MEDLEY
44	9-10 GIRLS	100 M	INDIVIDUAL MEDLEY
45	11-12 BOYS	100 M	INDIVIDUAL MEDLEY
46	11-12 GIRLS	100 M	INDIVIDUAL MEDLEY
47	13-14 BOYS	100 M	INDIVIDUAL MEDLEY
48	13-14 GIRLS	100 M	INDIVIDUAL MEDLEY
49	15-18 BOYS	100 M	INDIVIDUAL MEDLEY
50	15-18 GIRLS	100 M	INDIVIDUAL MEDLEY

Appendix 3 Relay Carnival Events

1	MIXED AGE BOYS	200 M FREE RELAY
2	MIXED AGE GIRLS	200 M FREE RELAY
3	8 & UNDER BOYS	100 M MEDLEY RELAY
4	8 & UNDER GIRLS	100 M MEDLEY RELAY
5	9-10 BOYS	100 M MEDLEY RELAY
6	9-10 GIRLS	100 M MEDLEY RELAY
7	11-12 BOYS	200 M MEDLEY RELAY
8	11-12 GIRLS	200 M MEDLEY RELAY
9	13-14 BOYS	200 M MEDLEY RELAY
10	13-14 GIRLS	200 M MEDLEY RELAY
11	15-18 BOYS	200 M MEDLEY RELAY
12	15-18 GIRLS	200 M MEDLEY RELAY
13	8 & UNDER MIXED SEX	100 M FREE RELAY
14	9-10 MIXED SEX	200 M FREE RELAY
15	11-12 MIXED SEX	200 M FREE RELAY
16	13-14 MIXED SEX	200 M FREE RELAY
17	15-18 MIXED SEX	200 M FREE RELAY
18	MIXED AGE MIXED SEX	200 M MEDLEY RELAY

Revision Summary

2009 Season

1. Added I-General, paragraph 4 and 5.
2. Removed I-General, paragraph 9 which duplicated section XI. Events; paragraph 1.
3. Revised IV-Limitations of Entries, paragraph 2 for clarification of entry deadlines.
4. Revised IV-Limitations of Entries, paragraph 4 for clarification entry deadlines.
5. Revised XII-Officials, paragraph 8, 9, 10 for clarification on certification procedures.
6. Revised XX-Records, paragraph 1 to identify where records may be set.

2010 Season

1. Added and Revised XVIII-Awards, paragraph 6 to establish division awards at Relay Carnival.
2. Revised II-Competitor Eligibility, paragraph 4 to establish late addition deadline.
3. Added IV- Limitations of Entries - Qualification, All-Star, and Relay Carnival Meets, paragraph 7 to limit the number of entries an individual can participate.