



Illinois Swimming Officials Committee

Timer's Brief

- Timing is important; Athletes are here for times. Your input is needed to determine a swimmer's official time when there are problems (often); Stay focused on your duties, particularly during the start and finish, so that you will get an accurate time for the race.
- The Administrative Official uses the watch times to verify the accuracy times.
- Ask the head timer for relief if needed.
- You may operate a button and/or a watch, but not two buttons or two watches at the same time.
- Become familiar with the watch you will be using at the meet; Start and stop the watch with the same finger, preferably your index finger.
- Record the times for each heat on the sheets provided; Record times to two decimal places with no rounding), and in the same order for each heat; If there is no one in the lane, record "No Swimmer" as N/S; If you don't get a time on your watch, draw a line; Do not make up a time or record the time from the scoreboard.
- Check-in each swimmer by asking for the swimmer's name; For relays, the team and the order in which the swimmers compete should be checked; Be respectful of the swimmer's preparation for a race and do not engage in unnecessary conversation.
- Prior to the race you be far enough back so you will not distract the starter or competing swimmers.
- A short set of whistles means that the current heat is finishing, and the next heat of swimmers should be behind the blocks and ready to swim. Swimmers will step up onto the blocks on the long whistle. Please allow them to do so.
- Start your watch on the strobe, rather than the sound; Buttons are not pushed at the start of the race; If you miss a start or start your watch late, signal the head timer by raising your hand with the watch.
- Be at the edge of the pool at the finish so you can look down see the touch; Expect to get wet; Stop your watch and push your button when any part of the swimmer's body touches the wall; You are not concerned with whether the finish was legal.
- For fly-over starts, remind your finishing swimmer to stay in the water until the start of the next race.
- Please do not help a swimmer get out of the water by pulling on his/her arms.
- You may have to share space at the edge of the pool with an official who is judging the race. Work out positions so everyone can do their job.
- This meet is conducted according to current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy:
 - Make sure all interactions with athletes are observable and interruptible.
 - Do not text or use cell phones during the meet; No cameras, cell phone cameras, or other recording devices are allowed behind the blocks at any time. If you observe camera use behind the blocks, notify the head timer or an Official.
 - Deck changing is prohibited. Report instances of deck changing to the meet referee/meet director.
 - Make sure you are not alone with an athlete in the locker room, including to use the restroom. Be proactive and tell the meet director immediately if this happens, even when it occurred through no fault of your own. If there is a separate restroom for athletes and all other adults. Make sure that you are only using the facility marked for you.