



The purpose of this resource is to assist meet directors, officials, and volunteers run an inclusive meet consistent with recommended best practices.

### Meet Info Packets:

When working with the facility that will host a competition, the meet director should identify if the facility has gender-neutral restrooms for anyone requesting it: families, guests who prefer single accommodations, gender diverse individuals, etc. Once the space is identified, information about where it is located, number of accommodations, and description should be published in the meet information typically under the “Facility” section. Suggested wording is below:

(Number of facilities) gender neutral/family facilities are available at this facility. Locations of these facilities can be found (provide description of location) or for more information you can contact the meet director directly at \_\_\_\_\_.

If gender neutral/family facilities are not available due to the age of the facility, the following can be used:

Gender neutral/family facilities are not available at this facility since it was built before current codes applied. To accommodate the needs of individuals, please contact \_\_\_\_\_ if you need family or gender-neutral changing spaces.

In this instance, it is the responsibility of the meet director and facility manager to work toward finding reasonable accommodations to fit the needs of individuals. One example that could fulfill this need is deliberately changing a men’s/women’s facility to a gender neutral/family facility for the duration of the meet, utilizing staff bathrooms, or providing pop-up or temporary changing and or bathroom options.

*To fully provide inclusive accommodations, if private wellness rooms or nursing stations are available at a facility, information in the meet packet should also be included. \**



## Other Meet Information to Include

### Summer Junior Nationals or Above

Athletes attending the Summer Junior National meet or higher competition must abide by IOC policies that state:

2.0 Those who transition from male to female are eligible to compete in the female category under the following conditions:

2.1. The athlete has declared that her gender identity is female. The declaration cannot be changed, for sporting purposes, for a minimum of four years.

2.2. The athlete must demonstrate that her total testosterone level in serum has been below 10 nmol/L for at least 12 months prior to her first competition (with the requirement for any longer period to be based on a confidential case-by-case evaluation, considering whether or not 12 months is a sufficient length of time to minimize any advantage in women's competition).

2.3. The athlete's total testosterone level in serum must remain below 10 nmol/L throughout the period of desired eligibility to compete in the female category.

2.4. Compliance with these conditions may be monitored by testing. In the event of non-compliance, the athlete's eligibility for female competition will be suspended for 12 months.

Any athlete who desires to submit medical records to stay in compliance with the IOC rule shall submit to USA Swimming's National Team Managing Director:

- (1) a signed declaration that the member's gender identity is female and (2) an attestation from a medical professional that the member's total testosterone level in serum has been below 10 nmol/L for at least 12 months prior to the member's first competition. USA Swimming will not accept actual test results or other medical records from a member and any such documents received by USA Swimming will be destroyed immediately.

As a transitioning athlete you may need to utilize a medication/substance that is prohibited and would require approval for use. To ensure compliance with these rules please contact the U.S. Anti-Doping Agency (USADA) at 719-785-2000.



### Meet Director Warm-up Announcements:

During the warm-up announcements prior to the start of competition the meet director can use the following script and should flow seamlessly with the other warm-up announcements.

“The concession stand is open and located in the right-hand corner of the pool deck. Parents, please no flash photography during the heats. Gender neutral/family facilities are located next to the entrance of the facility. Wellness and nursing stations are available on the 3<sup>rd</sup> floor next to the vending machines. Please refer to our website for upcoming events and meet results.”

### Head Referee’s Pre-Competition Meeting:

Prior to the start of the session, during the pre-meet officials meeting, the head referee can use the following script when discussing exemptions:

“I have received 1 exemption for this session. The athlete is swimming in the following girls’/women’s’ events: 200 free and is in H2, L4, 50 free and is H6, L8, and the 200IM and is in H6 L4. This athlete will be wearing an aqua blade swimsuit and has submitted the proper paperwork.”

If the head referee is approached by a fellow official, parent, volunteer, coach from another team, etc. about the status of the exemption or specific reason behind it, the head referee could respond:

“All information during the pre-meet check has been verified. All athletes are in the correct events, heats and lanes and any exemptions granted were properly submitted. I am unable to disclose any other information.”

### Head Referee’s Gender-Related Protests

As per the Rule Book (also located in the blue pages) any gender-related protests lodged against an athlete will be handled after competition. An athlete will be allowed to swim under protest without any further disruption of the competition. Individuals filing a complaint may do so in writing to the Chair of the Rules & Regulations Committee.



## Volunteer Timer's Pre-Meet Training:

### Swimmer-Heat Verification:

It's recommended that these instructions are distributed to the team prior to the start of the season and prior to the start of every meet in addition to being covered during the pre-meet timer's meeting. It is also recommended that these instructions are on any of the timing sheets used by the timers if a volunteer timer was not present during the pre-meet training.

Timers are to verify an athlete is in the correct heat and lane by using the athlete's **name** printed on the timing sheet. No other comments or questions should be made to the athlete regarding swimmer-heat verification (i.e. appearance or gender assumptions, appropriate swimwear, etc.) For example:

If you are a timer verifying an athlete is in the right heat and lane, simply ask: "Are you Bobby Smith"? If the athlete responds in the affirmative, the athlete is in the correct heat or lane.

## Volunteer Clerk of Course Training:

### Handling on-deck entries:

When verifying on-deck entries, the clerk of course, can verify if information is correct by using the following script. It is important to keep tone, matter of fact, and as if running down a checklist of information. The Clerk of Course is merely reading off the information that the athlete has entered. No other commentary or assumptions should be made.

"Annie Smith? Event 19, Women's 200 Free? Thank you!" or "John Deer? Event 6, 22, and 40, Men's 50, 100, and 200 Free? Thank you!"

## Volunteer Safety Marshalls Training:

### Fielding questions about restrooms/changing rooms, perceived safety issues:

The Safety Marshall should read the meet information about restrooms and facilities to familiarize oneself with what's available at the pool should questions arise. If this information is not posted in the meet packet, you can use the script above from the Meet Info Packets document to familiarize oneself about the kind of information you'd need to seek out that pertains to locker rooms, all gender, wellness and nursing spaces. It is important that the Safety Marshall seek out this information if it is not readily provided. It is also recommended that the Safety Marshall review the Meet Director Warm-up Announcements provided above.

If the Safety Marshall suspects inappropriate behaviors in the locker room areas (harassment, bullying, inappropriate relations between individuals, adults in athlete spaces, etc.) the Safety Marshall should



notify the Meet Director or Head Referee immediately. It is recommended that a Meet Marshall never confront a situation without the Meet Director and/or the Meet Referee with them. The reasoning behind this is that Meet Marshalls are not necessarily registered non-athlete members and attempting to confront a situation without the Meet Director or Meet Referee could have some unintended consequences.

#### **Deck entry and access points verification:**

If the Safety Marshall is also tasked with the responsibility to manage a deck access point, a standard process should be followed to ensure everyone is being evaluated in the same way. Recommended best practices include verification by name, team, deck credential, and/or proof of entry via heat sheet. The process for deck entry should include any objective and verifiable method that can be replicated each time and in a timely manner. For example, decisions to allow entry point to the deck should avoid using what an individual is wearing, what that person looks like, prior knowledge of the person, or any other subjective criteria. An objective, replicable, process will help check against bias and keep the process standard for all. Separate entrances for officials, parents, athletes, etc., should also be utilized if possible.