



## Northern Kentucky Clippers Starter Apprentice Evaluation Form



**Prerequisite check---list before asking for final evaluation:**

1. Attend OSI---approved Stroke and Turn Judge clinic prior to beginning training sessions.
2. Work at least 6 training sessions at minimum 2 OSI sanctioned non---OQM meets (note: freestyle only sessions do not count toward minimum requirement)
3. Register via OSI for USA Swimming non---athlete membership
4. Complete USA Swimming Background Check
5. Complete USA Swimming Athlete Protection Training
6. Complete USA Swimming online test (Starter test) with score of at least 85%

Apprentice Starter \_\_\_\_\_ Evaluator \_\_\_\_\_  
 Meet \_\_\_\_\_ Location \_\_\_\_\_  
 Session \_\_\_\_\_ Date \_\_\_\_\_

**Key: N/O – Not Observed N/I – Needs Improvement C – Competent**

	N/O	N/I	C
<b>Pre---Meet</b>			
1. Arrives prior to the beginning of warm---ups, provides assistance as needed, is prepared to perform assigned duties.			
2. Properly attired in correct uniform (standard white over blue pants with white shoes, is neat in appearance with shirt tucked in).			
3. Is familiar with the set---up and operation of the starting system, touch pads and scoreboard ready indicator. Verifies that the starting equipment is operating properly prior to the beginning of competition.			
4. Understands the Chief Timer’s duties. Works with Referee to ensure that a Chief Timer has been appointed and Timers are being recruited. Gives a complete and detailed Timers briefing.			
5. Read and understand the information in the Meet Announcement prior to the meet or session beginning.			
<b>During Meet</b>			
1. Interacts appropriately during meet and maintains an appropriate pace for the session, including:			
---Announces event and heat in appropriate manner following Referee’s chirps			
---Responds appropriately by taking control of swimmers when Referee extends hand			
2. Notifies table officials of open lanes. Works with Referee to make sure table officials know about scratches, reseeding, etc. Keeps own record of open lanes. Coordinates well with Deck Referee in handling late entries, combining of heats, etc.			
3. Assumes proper position on the deck for the forward and backstroke starts. Informs swimmers, by lane number, of improper starting positions, if necessary.			
4. Is familiar with and properly uses the Starter commands associate with for each type of start			
---Speaks in a conversational tome			
---Responds appropriately by taking control of swimmers when Referee extends hand			
---Normally limits command to “Take Your Mark”			
---Takes additional steps to have swimmers “Step Up/In Please” only when necessary			
---Uses “Stand, Please” or “Stand Down” commands properly			



## Northern Kentucky Clippers Starter Apprentice Evaluation Form



	N/O	N/I	C
---Corrects swimmers properly when needed, re: feet position, proper starting position, response to commands, etc.			
--- Uses voice properly to gain proper and desired reaction from the swimmers			
<b>5. Handles False Starts properly</b>			
---Does not initiate recall signal for False Start			
---Initiates recall if unfair start or in support of Referee's signal			
---Recognizes when a False Start has occurred. Charges the appropriate lane(s) with the violation by circling lane(s) on heat sheet			
---Promptly records observation of each start. Coordinates requests for confirmation with Referee			
---Fills out DQ slips properly			
<b>6. Knows which events qualify as bell lap events and takes proper associated Starter actions.</b>			
<b>7. Records Order of Finish for each heat.</b>			
<b>8. Understands and knows how to execute starting procedures for hearing---impaired swimmers and other disabled swimmers. Does so properly if required to do so.</b>			
<b>9. Is alert, attentive, focused, calm and confident in body language and in demeanor</b>			
<b>10. Works complete session.</b>			
<b>11. Leave mobile device off deck, or if necessary to keep on deck ensures in silent mode and out of sight while officiating. Restricts use of mobile device to breaks and when off deck.</b>			
<b>After Meet</b>			
1. Accomplishes meet close---out (power down of starting equipment, recharging equipment, reviews session with referee, etc)			
2. Wait until dismissed to leave deck .			
3. Self---evaluate after session – What could I have done better?			
<b>Other</b>			
1. Takes suggestions and modifies performance as requested			
2. Adjusts well and appropriately to unusual or unexpected circumstances			
3. Understands the Starters' duties as outlined in USA---S rulebook and OSI training material			
4. Acts diplomatically, professionally, and respectfully when interacting with swimmers, coaches, officials, volunteers, spectators, pool personnel, etc.			
5. Overall performance rating?			

Is this person recommended to become a certified Starter? Yes \_\_\_\_\_ No \_\_\_\_\_

(If no, provide specific suggestions about needed improvement(s) in general comment section below) General

comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**I acknowledge that I have received this evaluation and it has been discussed with me.**

Apprentice Starter Signature \_\_\_\_\_ Date \_\_\_\_\_

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

(Apprentice should retain and return when applying for certification. Evaluators may make copy for their records)