

## **STAR Meet Volunteer Job Description**

### **Scratch Table** (prelims-finals meets only)

→ Adult volunteer, seated position on deck

**JOB START TIME:** start of the meet

**JOB END TIME:** 30 minutes after the last race finishes, no sooner

#### **DESCRIPTION:**

- 1) The results poster will get the listed results for each of the prelims events. They will put one copy on the clipboard to go up to the announcer. When the announcer finishes reading the results he will write the "Time Announced" and "Time Closed". The sheet will then come back down on the clipboard.
- 2) Take the sheet off the clipboard and bring it to the scratch table. Coaches have 30 minutes from the time the results are announced to scratch their swimmers from swimming that event in Finals.
- 3) A COACH MUST BE THE ONE TO SCRATCH A SWIMMER!!! When a coach comes to the scratch table, highlight the name of the swimmer and have the coach initial next to the line highlighted.
- 4) A coach may come to do an "Intent to Scratch". This happens when the coach may want to scratch an athlete but would like to wait until they swim in their next event. The coach should tell you the event they are waiting on. On the results sheet please write "intent to scratch" and the event # they are waiting on. Instruct the coach that they must come back at the conclusion of the event they are waiting on or the swimmer will NOT be scratched.
- 5) When the 30 minute time limit ends, please bring the event scratch sheet into the greenhouse and hand to the computer operator. If there are any "Intend to Scratch", please bring this to the attention of the computer operator.
- 6) Once the event has been seeded for finals, the computer operator will hand you a copy of the seeded event to hang for coaches and athletes to see.
- 7) Please do not leave the scratch table unattended. The table must remain open for 30 minutes after the conclusion of the final race.