



# Ohio Swimming Inc.



## Stroke & Turn (S&T) Certification Tracking Sheet

- Register as an OSI Official. (This will make you a member of Ohio Swimming and USA Swimming)
  - a. Please go to <https://www.teamunify.com/MemRegStart.jsp?team=czohlsc>
- Complete the website registration on usaswimming.org.
  - a. Please go to <https://www.usaswimming.org/register>
- Complete the background check (BGC).
  - a. Please go to <https://www.usaswimming.org/background-checks>
- Complete the athlete protection training course (APT).
  - a. Please go to <https://www.usaswimming.org/utility/landing-pages/safe-sport/apt>
- Complete the following online test with a grade of at least 80% a) Stroke & Turn/Timer
  - a. Please go to <https://www.usaswimming.org/utility/landing-pages/officials/officials-online-testing>
    - i. Stroke & Turn/Timer Test – Date Completed \_\_\_\_\_ Score \_\_\_\_\_
- Email the Commission Officials Chair (or designee), stating that the above requirements have been met.
  - a. Central Commission – Tom Trace – [tetrace311@yahoo.com](mailto:tetrace311@yahoo.com)
  - b. Northwest Commission – Joe Sobczak – [sobczakjoe@gmail.com](mailto:sobczakjoe@gmail.com)
  - c. Southwest/Cincinnati Commission – Mark Koors – [mark.koors@yahoo.com](mailto:mark.koors@yahoo.com)
  - d. Southwest/Dayton Commission – Anissa Kanzari – [kanzari.anissa@gmail.com](mailto:kanzari.anissa@gmail.com)
- Attend a clinic for new S&T officials.  
Date of Clinic and Location \_\_\_\_\_
- CONGRATULATIONS** – You are now "Deck Ready" as a Stroke & Turn Apprentice!
- Shadow an OSI S&T Mentor at 4 or more sessions, over at least 2 meets. Please use the Certification / Recertification Standards and the Session by Session Guide to make sure you complete all certification requirements. Please ensure that the Meet Referee puts your sessions into OTS as an XJ – Apprentice Stroke & Turn Judge. \*\*\* (4 sessions is the minimum for certification; sometimes working more than 4 sessions will be needed) \*\*\*
  - i. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
  - ii. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
  - iii. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
  - iv. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
  - v. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
  - vi. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Mentor \_\_\_\_\_ Position \_\_\_\_\_
- Request a "Deck Check" evaluation from the Meet Referee of an OSI sanctioned meet, at least two weeks prior to the first day of the meet. (This "Deck Check" evaluation can be completed over multiple sessions from an approved OSI Evaluator.)
  - i. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Evaluator \_\_\_\_\_
  - ii. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Evaluator \_\_\_\_\_
  - iii. Date \_\_\_\_\_ Meet \_\_\_\_\_ Meet Referee \_\_\_\_\_ Evaluator \_\_\_\_\_
- Email the Commission Officials Chair (or designee), stating that the above requirements have been met.
  - a. Central Commission – Tom Trace – [tetrace311@yahoo.com](mailto:tetrace311@yahoo.com)
  - b. Northwest Commission – Joe Sobczak – [sobczakjoe@gmail.com](mailto:sobczakjoe@gmail.com)
  - c. Southwest/Cincinnati Commission – Mark Koors – [mark.koors@yahoo.com](mailto:mark.koors@yahoo.com)
  - d. Southwest/Dayton Commission – Anissa Kanzari – [kanzari.anissa@gmail.com](mailto:kanzari.anissa@gmail.com)
- CONGRATULATIONS** – You are now "Deck Checked" as a Stroke & Turn Judge!





Mentoring Stroke & Turn Officials – Session by Session Guide

Congratulations! You are ready to start your on-deck mentoring sessions. Here are some general guidelines:

- Ask questions! If you do not understand something do not hesitate to ask.
• Have you worked both the start end and the turn end? Have you had the opportunity to walk stroke? Work with the Deck Referee or TLCJ to request opportunities for further education. Note: due to staffing constraints or venue limitations, assignments in your preferred positions may not be available at every meet.
• Review past sessions with your Mentor and discuss any differences between jurisdictional assignments, procedures, and protocols from session to session. Please provide this guide to each of your Mentors, so they can see your progress to date.
• Be patient. Everyone has a different background/experience in our sport, and we all learn at different rates. It's okay if you don't feel comfortable and want to repeat a mentoring session. We want you to be successful!

Table with 2 columns: Apprenticeship Name and Topics of Focus. It contains two sessions of mentoring topics, including observation techniques, rule reviews, and officiating scenarios.



Mentoring Stroke & Turn Officials – Session by Session Guide

Apprentice Name: _____	Topics of Focus
<p><b>Session Three</b>  <i>A should be making calls; M asks questions and concurs</i></p> <ul style="list-style-type: none"> <li>○ Discuss content of prior sessions; reinforce concepts as needed to ensure proficiency; fill in the gaps in their knowledge</li> <li>○ Review "deck protocol" variations and other officiating experiences you may have had</li> <li>○ Function as A's personal Chief Judge, reviewing what they saw and what rule was violated. Let them focus on the pool, and get used to recording infractions on their heat sheet.</li> <li>○ Discuss watching all swimmers in their jurisdiction, including empty lanes, and why this is done (<i>fairness to all swimmers; not over-scrutinizing</i>).</li> <li>○ Discuss "see what you call, and call what you see" and importance of verbal descriptions and not using hands to describe the infraction</li> <li>○ After a call, discuss what was seen and what rule was violated; show how DQ slip should be written</li> <li>○ Present different scenarios of possible infractions which could occur; ask A to "make the call"</li> <li>○ Discuss/practice how to talk with a swimmer about a DQ (<i>we notify, but do not coach</i>)</li> <li>○ Discuss/practice being a relay take-off judge (<i>watch the take-off and then look down for the hand on the wall</i>) and how to write RTO slip</li> <li>○ Discuss/practice walking Stroke and review lead/lag; discuss IM challenges and tips (<i>think ahead to req'd positioning for start of next stroke</i>)</li> <li>○ M: share experiences, different levels/types of meets worked, and why you officiate</li> <li>○ Discuss importance of immediately raising a hand when infraction is observed (<i>required by Rule 102.22</i>), and not waiting or hesitating (<i>may indicate doubt, which coach can rightly protest</i>)</li> <li>○ Review why no cell phones on deck, or conversations with others when swimmers are in your jurisdiction (<i>coaches may rightly protest if you appear/are distracted</i>)</li> <li>○ Review the rules for the stroke in the water; ensure proper understanding of applying the rules to what is observed. Encourage A to read the blue pages of the rule book prior to each meet.</li> </ul> <p>Mentor &amp; Date _____</p>	<p><b>Session Four</b>  <i>A should be making calls; M verifies accuracy and concurs</i></p> <ul style="list-style-type: none"> <li>○ Cover contents of prior sessions; ensure A has worked both ends of the pool at different types of meets (8 &amp; Under vs. Senior sessions); if not, discuss differences</li> <li>○ Discuss what to bring to every meet: <ul style="list-style-type: none"> <li>○ Credentials and name badge</li> <li>○ Clipboard and pen/pencil</li> <li>○ Rule book</li> <li>○ Check uniform requirements noted in meet information (varies by meet)</li> </ul> </li> <li>○ Evaluate what A needs practice with and emphasize those points; ensure knowledge of: <ul style="list-style-type: none"> <li>○ Backstroke starts (wrapping)</li> <li>○ Relay Take-off judging</li> <li>○ Walking stroke; lead/lag</li> <li>○ Deck position; 15M</li> <li>○ Knowledge of rules</li> </ul> </li> <li>○ Discuss differences between intermediate turns and transitional (finish) turns in Individual Medley events</li> <li>○ Ensure A is consistently and confidently raising hand immediately upon observing an infraction</li> <li>○ Discuss missed turns in freestyle events: hand is raised immediately, but DQ not final until swimmer touches at other end – as swimmer has option to return (which is not an option in other events).</li> <li>○ Discuss "did not finish" call, and importance of raising a hand if it's observed.</li> <li>○ Discuss disability swims and officiating (<i>we judge the parts of the body that the swimmer has, not what they don't have</i>)</li> <li>○ Discuss "swimmer gets the benefit of the doubt"; ensure observation vs. inspection</li> <li>○ Review what happens next: <ul style="list-style-type: none"> <li>○ Working additional session(s) w/ Mentor OR</li> <li>○ Scheduling Deck Check with an Evaluator</li> </ul> </li> <li>○ Offer to be a continuing resource for the Apprentice going forward</li> <li>○ Encourage A to work meets regularly, at different venues, with different Referees, to maintain knowledge &amp; skills and continue learning</li> </ul> <p>Mentor &amp; Date _____</p>



Mentoring Stroke & Turn Officials – Session by Session Guide

**Apprentice Name:**  
**Session One notes**

**Session Two notes**



**Apprentice Name:**  
**Session Three notes**

**Session Four notes**



Ohio Swimming Inc.

**Mentoring Stroke & Turn Officials – Session by Session Guide**



--	--







# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Dockers" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	<b>Yes or No</b>
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	<b>Yes or No</b>
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., If not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Docker" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	<b>Yes or No</b>
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	<b>Yes or No</b>
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., If not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Dockers" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	Yes or No
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	Yes or No
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., If not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)



## Ohio Swimming Inc. Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Dock" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	Yes or No
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	Yes or No
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



# Ohio Swimming Inc. Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., if not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)





## Ohio Swimming Inc. Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Dockers" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	<b>Yes or No</b>
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	<b>Yes or No</b>
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



## Ohio Swimming Inc. Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., If not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
<b>Pre-Meet Responsibilities</b>	
1. Contacted the Meet Referee or Designee about working the meet.	
2. Dressed in proper attire	
a. White polo style collared shirt	
b. Navy blue "Dockers" pants or shorts/skirts, as permitted	
c. White shoes	
3. Obtained meet information.	
4. Overall, successfully completed pre-meet assignments?	<b>Yes or No</b>
<b>Pre-Session Responsibilities</b>	
1. Arrived prior to the officials meeting, prepared to perform assigned tasks.	
2. Signed in and understood why it is important to sign in	
3. Was attentive during the stroke briefing	
4. Maintained a positive attitude	
5. Turned-off (or muted) cell phone. If access to cell phone was required during the meet, informed the Meet Referee and/or Chief Judge before the meet.	
6. Was ready and in position 5-10 minutes before the session started, or as requested by either the Meet Referee or Team Lead Chief Judge	
7. Overall, successfully completed the pre-session assignments?	<b>Yes or No</b>
<b>During-the-Session Responsibilities</b>	
1. Knew and understood the technical rules for each stroke	
a. Butterfly – Start, Stroke (Arms and Kick), Turns, and Finish	
b. Backstroke – Start, Stroke (Arms and Kick), Turns, and Finish	
c. Breaststroke – Start, Stroke (Arms and Kick), Turns, and Finish	
d. Freestyle – Start, Stroke (Arms and Kick), Turns, and Finish	
e. Individual Medley – Start, Intermediate turns, Intermediate Finish, and Order of strokes	
f. Relays – Freestyle relays, Medley relays (order of strokes)	
1. Knew how to judge a proper relay exchange (watched feet leave the block, then looked to the swimmer in the water for the finish touch)	
2. Circled the lane and swimmer number on the take-off slip for a good exchange, and X for an early take-off	
2. Always used "benefit of doubt" observation protocol	
3. Documented notes about disqualifications on heat sheet and tracked current heat in the water	
4. Deck Position - Remained out of visual line of sight of the starter/timers and strobe at the start end; stood in correct position within jurisdiction; walked stroke as requested (wall to wall, flags to flags, etc.); stood or sat as requested by protocol briefing; proper 15M mark positioning	
5. Wrapped around the start-end corners to observe backstroke starts, if assigned	
6. Observed swimmers properly within assigned jurisdiction (heads up, last stroke in, etc.)	
7. Knew how to judge 15 meter mark, after the start and turns	
8. Gave equal observation to all lanes in jurisdiction, even the empty ones	



# Ohio Swimming Inc.

## Stroke & Turn Official (ST) Evaluation Checklist



<b>ST Apprentice:</b>	<b>ST Evaluator:</b>
<b>Meet:</b>	<b>Location:</b>
<b>Session of Training:</b>	<b>Date:</b>

Evaluator Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

ST Skill Description	Rating
9. Raised hand promptly to signal a possible disqualification, when an infraction was observed	
10. Used rule book or DQ slip language to communicate the infraction	
11. Answered the Referee's or CJ's questions with: 1) What was observed, 2) What was assigned jurisdiction, and 3) The rule violation. Did not discuss the call with anyone other than the CJ or Referee; referred any questions about the call to the Referee.	
12. Watched all lanes while reporting the disqualification, unless relieved by a reserve judge	
13. Retracted a call if there was any doubt, by simply stating, "No call"	
14. Checked to make sure a disqualification slip was written and documented properly, before signing the slip	
15. Overall, successfully completed the during-the-session assignments?	<b>Yes or No</b>
<b>Post-Session Responsibilities</b>	
1. Discussed how to verify sessions worked were properly entered into OTS, and if not correct, inform the Meet Referee or Designee	
2. Overall, successfully completed the post-session assignments?	<b>Yes or No</b>
<b>Other Items</b>	
1. Accepted suggestions and modified performance when requested.	
2. Demonstrated proper body language when on duty and at all other times in public view at the meet. Always assumed someone was watching or were "on camera"	
3. Was alert, attentive, focused, calm, professional and approachable	
4. Was friendly and helpful to coaches, swimmers, and other officials - even if they were not	
5. Avoided coaching, cheering or fraternizing with coaches or swimmers	
6. Did not abuse deck credentials (i.e., If not working/officiating the meet, you are a spectator, and should act as such)	
7. Maintained a sense of humor	
8. Overall, was this a favorable observation?	<b>Yes or No</b>

**Please elaborate on additional mentoring needed to increase the Apprentice's skills as an ST:**


**Other comments:**


**ST Evaluator's Signature:** \_\_\_\_\_ **ST Apprentice's Signature:** \_\_\_\_\_

**ST Evaluator's email or phone:** \_\_\_\_\_ (Return completed form to Commission Officials Chair or Designee)



# Ohio Swimming Inc. Stroke & Turn (S&T) Certification/Recertification Standards



<p><b>Prerequisites</b></p>	<ol style="list-style-type: none"> <li>1. Register as an OSI Official on <a href="http://swimohio.com">swimohio.com</a> (Membership).</li> <li>2. Complete the website registration on <a href="http://usaswimming.org">usaswimming.org</a>.</li> <li>3. Complete background check (BGC)</li> <li>4. Complete athlete protection course (APT)</li> <li>5. Complete the following online test with a grade of at least 80%: a) Stroke &amp; Turn/Timer.</li> <li>6. Email the Commission Officials Chair, or designee, stating that the above requirements have been met.</li> </ol>
<p><b>Education</b></p>	<ol style="list-style-type: none"> <li>1. Attend a clinic for new S&amp;T officials</li> </ol>
<p><b>Training</b> Stroke &amp; Turn – AP</p>	<ol style="list-style-type: none"> <li>1. Shadow an OSI S&amp;T Mentor at four or more sessions, over at least two meets. Sometimes working more than four sessions will be needed to achieve proficiency in all skills.</li> <li>2. Of the four mentoring sessions, at least two sessions must be with two different Mentors.</li> <li>3. At least one of the four sessions should include relays, so relay take-offs can be observed/discussed with the Apprentice.</li> <li>4. At least one of the four sessions should include backstroke events, so wrapping for starts can be observed/discussed with the Apprentice.</li> <li>5. At least one of the four sessions should be at a venue where the Apprentice can walk stroke for the majority of the session.</li> <li>6. A session must be a minimum of two hours in length and have at least two of the four strokes included as events.</li> <li>7. Certification must be completed within one year from date of initial clinic.</li> </ol>
<p><b>Certification</b> Stroke &amp; Turn – Q</p>	<ol style="list-style-type: none"> <li>1. Receive at least one favorable evaluation, which can be completed over multiple sessions, from an approved OSI S&amp;T Evaluator.</li> <li>2. An evaluation checklist must be completed by the OSI S&amp;T Evaluator and given to the Apprentice, who will forward it to the Commission Officials Chair when it's completed.</li> </ol> <p>NOTE: While it is the goal of OSI to develop officials in a consistent and standardized manner, it is recognized that unique circumstances may occur which prevent an Apprentice the opportunity to fulfill all of the Training requirements listed above. Requests for an exception may be made by the Meet Referee, Commission Officials Chair or the Apprentice Official. The Ohio Swimming Officials Chair has the sole authority to waive specific certification requirements.</p>



# Ohio Swimming Inc. Stroke & Turn (S&T)



## Certification/Recertification Standards

<p><b>Re-certification</b> Stroke &amp; Turn – Q Stroke &amp; Turn – M Stroke &amp; Turn – EV</p>	<ol style="list-style-type: none"> <li>1. Work as a S&amp;T (or higher capacity) official for at least six sessions, over at least two meets, each swim year (short &amp; long course combined)</li> <li>2. Attend a recertification clinic at least once every 12 mos.</li> <li>3. Remain a registered OSI Official, and remain current on BGC and APT.</li> <li>4. Every three years, pass the re-certification Stroke &amp; Turn/Timer exam with a grade of at least 80%, or have obtained a higher certification level, such as CJ or Referee.</li> <li>5. If unable to attend the re-certification clinic in any 12 month period, with prior approval of the Commission Officials Chair, complete the Stroke &amp; Turn/Timer exam with a grade of at least 80%, to obtain a six month extension (or until the next clinic offering).</li> </ol> <p>Note: Advancement to and/or maintenance of an N2 or N3 Stroke &amp; Turn national certification will meet the recertification requirements in Step 4, above.</p>
<p><b>S&amp;T Mentors</b> Stroke &amp; Turn – M</p>	<ol style="list-style-type: none"> <li>1. S&amp;T Mentors will be designated in OTS, following approval by the Ohio Swimming Officials Chair and recommendation by the Commission Officials Chair.</li> </ol> <p>Note: Mentors may work with up to two S&amp;T Apprentices at any given session.</p>
<p><b>S&amp;T Evaluators</b> Stroke &amp; Turn – EV</p>	<ol style="list-style-type: none"> <li>1. S&amp;T Evaluators will be designated in OTS, following approval by the Ohio Swimming Officials Chair and recommendation by the Commission Officials Chair.</li> </ol>