# Pre-meet

* Know meet attire (white top over khaki slacks/shorts/skirt/skort. White shoes. Often long pants desired for championship finals if prelim/finals meet.
* Arrive 1 hour before the session assigned to work.
* Report to meet referee/deck referee or designee and sign in. Bring certification card or have Deck Pass ready to show certification.

# Once Meet Starts

* Be at your appointed position 5-10 minutes ahead of session start time unless DR tells you otherwise.
* Know your lane jurisdiction and stand accordingly. If at start or turn end, know how many lanes you are watching and stand in the center of that jurisdiction. If conditions, however, present obstacles, position yourself with the best view of all your assigned lanes – check with CJ!
* Look professional – don’t chitchat with timers/swimmers while a heat is underway – even if the swimmer hasn’t entered your jurisdiction or if you don’t have a swimmer! If there is a situation where you must talk, keep your focus on the pool and your jurisdiction, and speak with the person who needs to get information from you OR share information with you by leaning toward them.
* If you are sitting at the start of the race, stand beside your chair at long whistle. At the start sound, quickly move to the edge of the pool to observe the race.
* Move to the edge of the pool when the swimmer enters your jurisdiction, standing comfortably with one foot slightly forward at or just over the edge of the pool. You should be able to lean only slightly to view the swimmer as they touch/turn. Try to avoid leaning over in an awkward/unsafe manner! It also looks like you’re “inspecting” rather than “observing” the race. Have your arms at your side or behind your back if possible.
* Step back to the original position (seated or standing), when the swimmer(s) leaves your jurisdiction.
* Promptly raise your hand with arm extended overhead you see a stroke violation when you see a stroke violation – remember, it’s a call, not a pledge! Keep it up until acknowledged by the CJ or DR.
1. **Backstroke:** Turn or Stroke/Turn judges closest to the outside lanes at the start end wrap around to the corners/sides of pool (prior to start of race) to view feet placement after the start. Some referee may, however, have you step up to the edge of the pool, observe for placement of feet if using the backstroke ledge, then step back as confirmation that the feet are in correct position. It’s the STARTERS call before the start if the feet are incorrectly placed. If AFTER the start the swimmer uses top/top edge of gutter to propel self forward, then it is a S/T official’s call. Once swimmer leaves the wall, return to original position. Come to the edge of the pool for turns and finish. Once swimmers are out of jurisdiction, return to original position (sitting/standing).
2. **Breaststroke:** Immediately after the start, step up to the pool edge to observe the start of the race. At the conclusion of the second arm pull and heads are up, return to original position (sitting/standing). When swimmer(s) enters jurisdiction, usually flags in to turn/finish, watch them into the Turn or the Finish, again, standing at the edge of the pool. Return to original position once race completed.
3. **Butterfly:** Immediately after the start, step up to the edge of the pool to observe for proper kicking and arm pull to bring swimmer to surface. When the head breaks the water surface, return to original position (sitting/standing). Whenever swimmer(s) enter jurisdiction, usually flags in to turn/finish, step to edge of pool to observe. Return to original position once race completed.
4. **Freestyle:** The DR or MR will typically give specific minimum coverage assignments (corners, 15 m). Often this is done with S/T official diagonally across from each other at the corners to watch for touches. There may also be a S/T at the 15 m mark for the start of the race. For 50 yd/m freestyle races, typically the start end officials remain seated or have a break. There is nothing to observe at the start and often the DR wants the start end “clean” of officials. For 100 yd/m freestyle races, the start end officials may take turns watching the intermediate turns (eg: lanes 1 and 8 officials watch the turns, then 2 and 7 watch turns, then 3 and 4 watch turns). The Turn end officials will remain in place to watch turns, stepping to the edge of the pool once swimmer(s) enter their jurisdiction (flags in to the turn), returning to original position once swimmers leave jurisdiction.

# GENERALLY, JURISDICTION OF THE TURN JUDGE AFTER THE START IS UNTIL THE SWIMMERS’ HEAD BREAKS THE SURFACE

**OF THE WATER.** At the turn, the official has from the initiation of the turning action for backstroke or the last stroke into the wall, the touch, the turning action and until the swimmers’ head breaks the surface of the water after the turn

**STROKE OFFICIALS have “wall to wall” jurisdiction** except they have the last kick into the wall. At the finish, jurisdiction is the last stroke into the wall and the touch. It is too difficult to fairly judge a non-simultaneous or one hand touch when observing four lanes. If there are not enough officials to use stroke officials, the jurisdiction for turn officials will be half way out (or as far as can reasonably see).

1. **Medley Relay:** Turn officials remain in place, unless given the assignment to be a relay take-off official.
2. **Relay take-off official:** If given this assignment, you will observe the exchange between swimmers, making sure swimmer doesn’t leave the platform or wall until the previous swimmer touches.
	1. Observe the foot of the swimmer leaving the platform, then look down to see the touch of the incoming swimmer. Swimmer on block is allowed to be in motion.
	2. May have jurisdiction over 1 or more lanes (side or center).
	3. Independently record exchanges as good (circle) or bad (x)
	4. Do not raise hand if observe an early take-off. CJ will approach you for your slip. Dual confirmation needed.

As a general rule, do not leave your assigned position until the DR or CJ has dismissed you, unless otherwise informed.

If during the meet you need to leave the deck - RAISE your hand and let the CJ know why you need to step off the deck and if possible, for how long you might need to be off.