



BC Summer Swimming Association
SWIMMING | DIVING | WATER POLO | SYNCHRO

BCSSA Starter & Referee Clinic

BC Summer Swimming Association
Officials Certification Program

BCSSA Official's Certification

- Level 1 – Junior Pin (Green)
 - Lane Timer & Lane Recorder, Marshal & Understanding of Stroke and Turn
- Level 2 – Intermediate Pin (Red)
 - S&T, Recording Office, 2 of the following: Head Timer, Clerk of the Course or Electronics
- Specialist Pin (Orange)
 - Any of: Clerk of the Course, Hy-Tek, Meet Manager, Chief Meet Recorder or Electronics
- Level 3 – Senior Pin (Light Blue)
 - All Level 2 plus Starter, Referee, Meet Manager, DDO and CMR
- Level 4 – Master Pin (Navy Blue)
 - Evaluated by the Provincial Dir. Of Officials & Written Exam



Philosophy and Behaviour

▣ **Swim Meets are for swimmers**

- ▣ Be as inconspicuous as possible.
 - Avoid being militant or officious
 - Lead by example
 - Be approachable!!

- ▣ You will earn the respect of swimmers and coaches by being responsible, competent and knowledgeable.

- ▣ You must continue to keep up with rule changes (attend a clinic each year to keep up to date).

Philosophy and Behaviour

- Rules and guidelines exist to regulate fair play, and to prevent the unfair advantage of one competitor over the other.
- You are there to ensure fairness; **no unfair advantage.**
- You are also there to provide learning and instruction to swimmers (the errors you point out are the areas the coach will focus on in future practices).
- **Always give the benefit of the doubt to the swimmer.**

Philosophy and Behaviour

- Take advantage of conflict resolution and harassment clinics when they are held in your region.
- Be familiar with the BCSSA Harassment policy.

BCSSA Harassment Policy

- ▣ ***There will be no tolerance of harassment within the BC Summer Swimming Association.***
- ▣ The BC Summer Swimming Association is committed to providing a sport and work environment in which all individuals are treated with respect and dignity.
- ▣ Each individual has the right to participate and work in an environment which promotes equal opportunities and prohibits discriminatory practices.

Referee....



Overall Job Description

- The most Senior official on deck for the session.
 - *Not in badge level, but in authority*
 - *Should be at least level 2, supervised by a level 3 or 4 and have taken the BCSSA Referee Clinic*
- Mentor and supporter for all officials on deck.
- There to ensure the competition is run fairly and smoothly.
- Don't be afraid to ask for help – but ultimately all decisions are yours.

Referee – Controls the Meet

- ❑ Responsible for all officials – can replace officials if warranted.
- ❑ Only official on deck who can DQ anyone, whether or not he/she has seen the offense.
- ❑ Can provide authority as desired to the Starter and if there is one, the Backup Referee.
- ❑ Can dismiss anyone from the deck or meet (e.g.: for abusive behavior, foul language).
- ❑ Ultimate arbiter on the pool deck – needs to use common sense and professional judgement.
- ❑ Can be replaced by the Meet Referee, if warranted.

Referee Duties

Before Start of the Session:

- ❑ Check lane ropes, starting blocks, false start rope, 15m markers.
- ❑ Ensure enough officials (why they wear white? – so you can see them).
- ❑ Ensure enough timers and recorders.

Referee Duties

Before Start of the Race:

- ❑ Ensure no swimmers left in the pool (look).
- ❑ Ensure proper number of swimmers are ready (quick scan – more important in finals).
- ❑ Ensure timers (manual and electronic) are ready and no-one standing up and waving (quick scan).
- ❑ Use prearranged signal to determine that the electronics is ready to run the next race.

Referee Duties

- Call the swimmers onto the blocks with a whistle and hand motion upwards.
- Request quiet prior to each Start, if necessary.
- When satisfied (as least one foot at edge of blocks, toes not curled over gutter in backstroke – **toes above water is legal**), second whistle and point at starter; instruct swimmers as necessary before second whistle.
- Remember – swimmers can hold blocks before “Take your marks”.
- Starter now takes over, but referee still has authority to direct starter or DQ.

DO NOT BLOW WHISTLE FOR FALSE START BY SWIMMERS!

Referee Duties

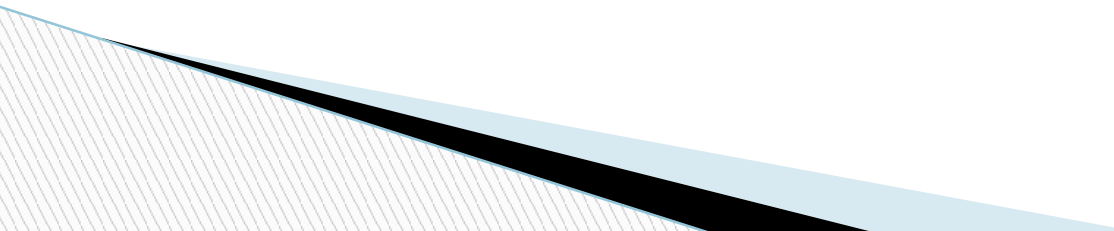
During the Race:

- Remind timers and place judges if events change (e.g.: from 50m to 100m), may be delegated to Head Timer.
- Write down the start times for each event.
- Sweep at finish.
- Ensure S&T discuss DQ's with you and verify these are correct; check DQ's reported to starter; sign off DQ's form.
- Write down DQ's on your event sheet – write your name on every page.
- Shall approve all disqualifications.
- Inform DDO of all disqualifications so he/she can inform coaches, swimmers or designate

Referee Duties

- Ensure swimmers stay in water until all swimmers are finished.
- Relay swimmers 1-3 are to get out quickly (facilitate this!)
- Act as a finish judge, turn judge for 100m events.
- Judge for relay take-over (touch must occur before feet leave the start).
- Stroke judge when necessary (e.g., when stroke judge doing a DQ).
- Assign authority to back-up referee as appropriate.
- Ensure there is 20 minutes between events for each swimmer

Referee Duties

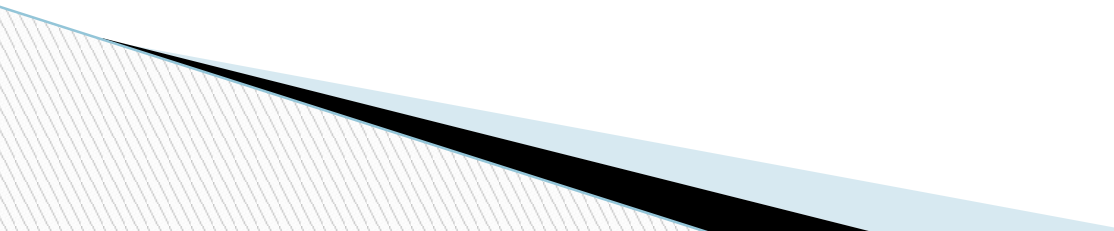
- Deal with disagreements between S&T officials.
 - Deal with doctor notes for disabled swimmers (no advantage rule).
 - Ensure working areas are clear for officials and other volunteers.
 - Deal with any fouling that may occur.
 - Stop the meet if you do not have enough officials, timers, etc. – call for volunteers via the Announcer.
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Referee Duties

- ❑ Interact with the Clerk of the Course regarding any changes and inform others as necessary.
- ❑ Correct/instruct marshals as necessary (bringing new swimmers forward fast but not too fast – avoid confusion behind blocks).
- ❑ Ensure Chief Timer is following the rule “whoever starts a watch, stops it”.
- ❑ Deal with unusual situations (e.g., coach relay in costume; two swimmers for same lane; swimmer who missed heat.) Use the rules, common sense and discretion for these!

Referee Duties

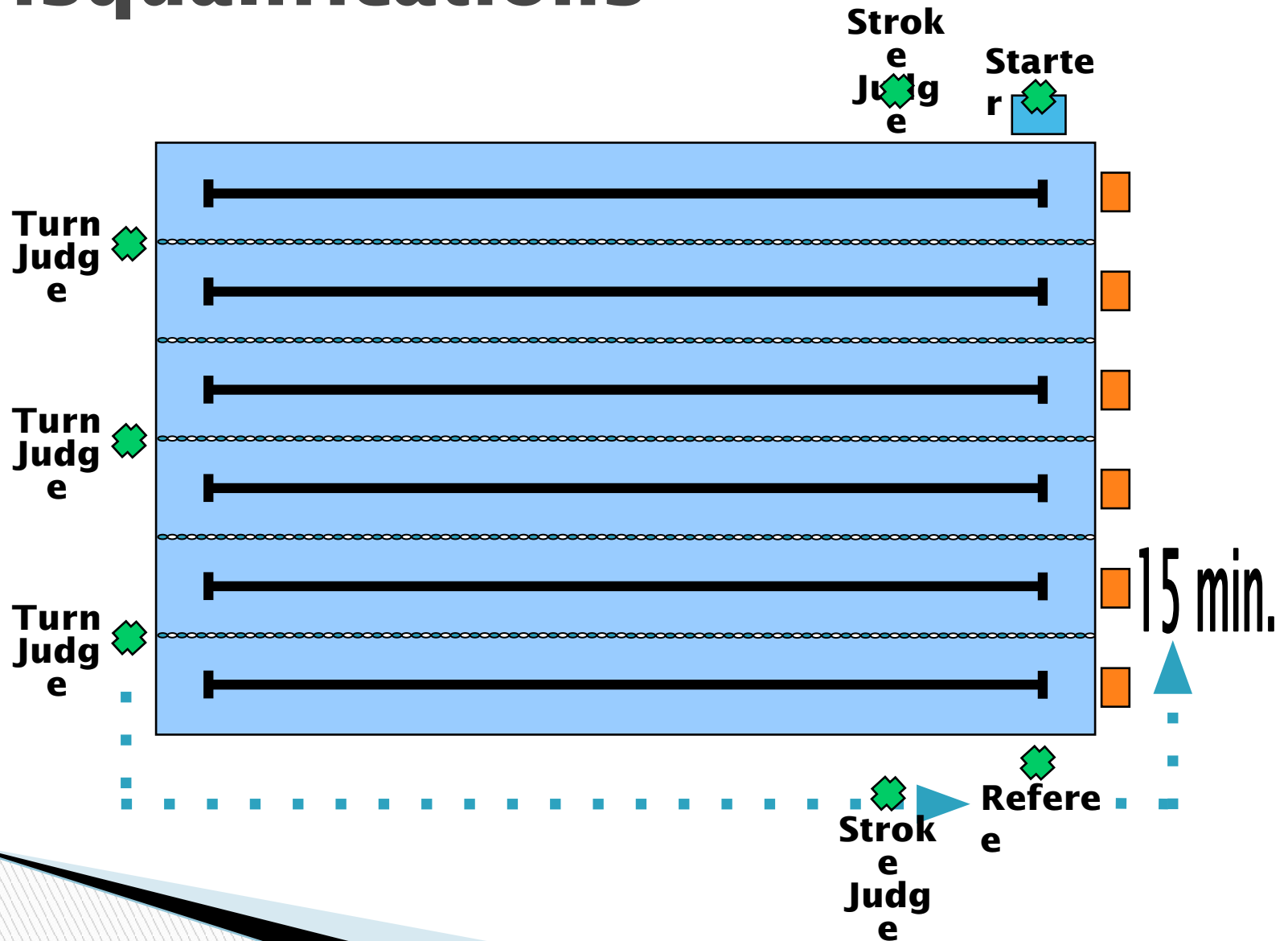
Deal with protests:

- Verbal protests within 30 minutes of event.
 - Hand the races over to the back up ref
 - If protest not upheld (e.g., no signature, wrong wording), write time and details on event sheet and on card (get card from Recording Room; don't ask coach to get it).
 - If protest upheld, tell coach they have 30 minutes to file a written protest.
 - Note time.
 - If the written protest received, give to Meet Manager for Jury of Appeal.
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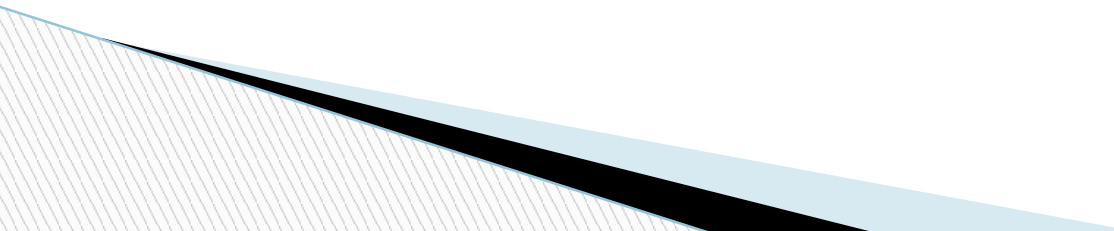
Back-Up Referee

- Has no authority (good training for becoming a Referee); may be given the following authority by the referee:
- Turn judge for 100 m events (e.g., middle lanes with Starter and Referee on either side – Referee needs to specify who takes what lanes ahead of time).
- Judge for relay takeovers (touch must occur before feet leave the start).
- Stroke or turn judge when necessary (e.g., when stroke judge doing a DQ; more than one turn judge doing a DQ).
- Take over for Starter or Referee when they need to write up a DQ or deal with a situation.
- Acting as Referee while the latter handles a protest.

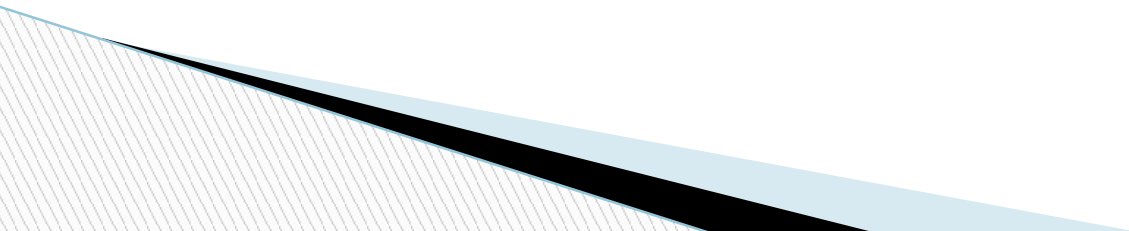
Disqualifications



Disqualifications

- Be consistent in all competitions.
 - Treat all competitors and coaches alike.
 - Watch for unfair advantages.
 - Never warn a swimmer.
 - Make your presence felt, but not obvious.
 - Be sure you saw what you thought you saw.
 - **No DQ's or false starts for 25m events (6 & Under).**
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Starter...



Starter Duties

Before the race:

- ❑ Check your equipment.
- ❑ Remember you must be pushing the “speak” button for the horn to sound.
- ❑ If starting in morning or after a break, do a time/ volume check with the timers a few minutes before the allotted start – do not worry if all timers are not there, this will get them there.
- ❑ Ensure you and the referee are clear what authority he/she is giving you and which lanes you are each covering (start, turns, takeovers).

Starter Duties

Starting the race:

- On second whistle, referee hands over to starter.
- Request quiet prior to each Start if necessary (request swimmers to step down from the blocks if required).
- When starter feels swimmers are ready and/or after correcting them (e.g., backstroke start toes not curled over the gutter – toes above water legal now; at least one foot to front of blocks), he/she says “Take your marks”.
- Remember that swimmers can hold blocks before “Take your marks”.
- He/she starts the race.

**Remind timers and place judges if events change
(e.g., from 50 to 100m)**

Starter Duties

Starting the race:

- Cadence and normal tone of voice is critical.
- There must be no forward motion (unfair advantage).
- Before “take your marks” = **no DQ.**
- After “take your marks” = **DQ.**
- One false start rule – DQs also possible for delay of race (unnecessarily slow).

One False Start Rule

- If offense occurs before “take your marks”, tell the swimmers to relax and correct.
- If offense occurs after “take your marks” (e.g., swimmer falls in, toes curled around gutter in backstroke - **toes above water legal now**), tell the swimmers to relax, remove the swimmer, proceed to start, then explain and write up the DQ – **discretion possible here for younger swimmers.**
- If offense occurs after race starts, let the race proceed, then DQ offending swimmer at end.

DO NOT SOUND HORN FOR FALSE START BY SWIMMERS!

Other Starter Duties

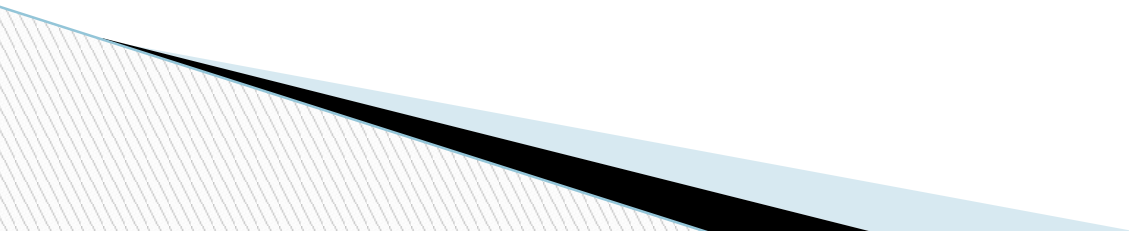
- Instruct place judges.
- Write down start times for each event.
- Sweep at finish.
- Inform Referee of any DQs on your side of pool (Referee ensures they are correct; however, you can mentor S&T officials as appropriate).
- Write down DQs on your event sheet.
- Ensure swimmers stay in water until all finish and relay swimmers get out fast (re-entry = DQ).

Other Starter Duties

As assigned by the Referee (Starter only can DQ during start unless otherwise instructed by referee):

- Start judge, finish judge, turn judge for 100m events.
- Judge for relay take-over (touch must occur before feet leave the start).
- Stroke judge when necessary (e.g., when stroke judge doing a DQ).
- Asking back-up referee to bring the card so the Starter can write up a DQ or have them Start for them while they write up the card.

Designated Disqualification Official...



Designated Disqualification Official

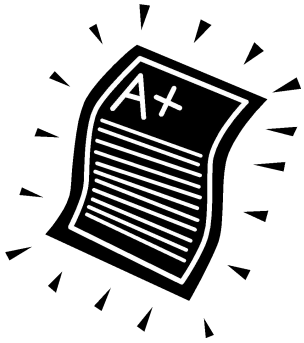
Duties:

- Referee can appoint a DDO to notify the swimmer, the coach or a team representative of the swimmer of a DQ.
- There could be more than one DDO assigned for each session, at the discretion of the Referee.
- The DDO will ensure all best attempts are made to notify the appropriate person in 15 minutes.

After the Session

- ❑ Referee, Starter and Back-up Referee to give the heat sheets for the session to Meet Referee.
- ❑ Referee to review and sign off results (ensure no discrepancies and check heat sheets to ensure DQ's are correct).
- ❑ If requested by the Meet Referee, attend a debriefing to comment on both strengths and areas of improvement for the next session.

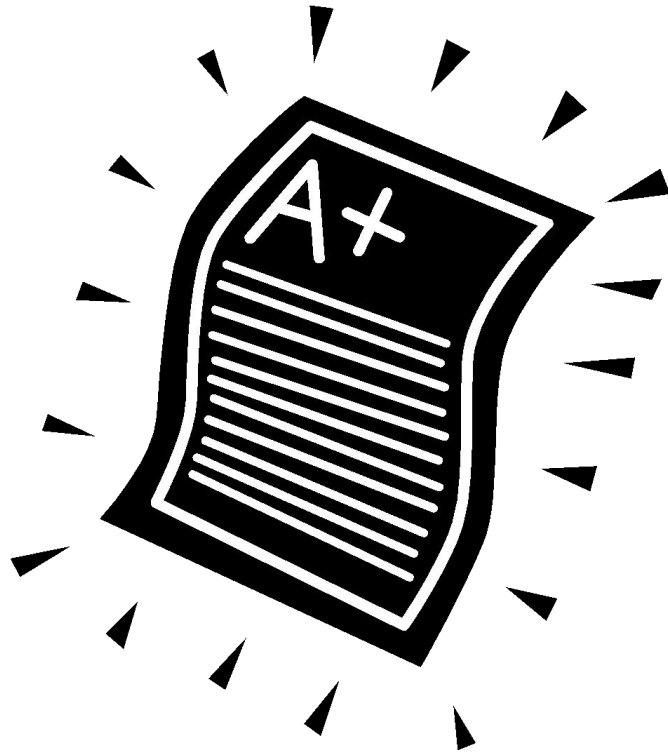
Quiz...



Please take 30 minutes to complete the questionnaire:

- Please use the answer sheet.
- We will use the questionnaire for the correct answers.
- Remember! There may be one or more correct answers for each question.

Quiz...



Thank-You for Attending

- If you have any questions please ask the course conductor.
- Please ensure to have the conductor update your Yellow Official's Certification card.



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