



# 2024 Season

CLEAR CREEK SWIM LEAGUE, INC.

SPIRIT

SPORTSMANSHIP

TEAMWORK

[www.ccs swim.com](http://www.ccs swim.com)

# Forward

The Clear Creek Swim League, Inc. (“CCSL” or “the league”) is a non-profit organization. It was formed in 1964 for the purpose of sponsoring competitive and developmental swimming events and activities in and between the community swimming pools in the Clear Creek and surrounding areas of Texas; also, to develop a love for the sport and advance aquatic skills, teamwork and the principles of good sportsmanship. Member and associate member pools of the league are currently:

***Angleton, Baytown, Brooks, Clear Lake City, Clear Lake Forest, Deer Park, Dickinson, El Lago, Friendswood, Harbour Tide, League City, Nassau Bay, Pearland, PineBrookWood, Seabrook, South Belt, Texas City and Timber Cove.***

League competition is governed by the Rules of Competition as stated in LEAGUE RULES within this handbook. These rules will vary slightly from USA Swimming rules governing age-group competition.

# LEAGUE RULES

## Preface

These rules are specifically designed for closed (intra-league) swimming meets scheduled, sponsored, and sanctioned by the Clear Creek Swimming League and are promulgated to provide regulation and guidance in the conduct of such meets.

It is incumbent on all participants of this league, including competitors, coaches, officials, member boards, and family members, to adhere scrupulously to this purpose within the framework of these rules, particularly in their conduct and actions associated with this program. It is anticipated that unforeseen circumstances will arise that will require interpretation of these rules and that, because of the diverse nature of the participating organizations, certain rules will have a different effect on different teams. In these situations, it is the earnest desire and urgent recommendation of the league that **NO INDIVIDUAL, COACH, TEAM OR PARENT ORGANIZATION SHALL PLACE GREATER EMPHASIS ON WINNING AWARDS AND TROPHIES THAN ON GOOD SPORTSMANSHIP AND MAXIMUM PARTICIPATION!**

# PART I

## Administration

### Rule 1 — General

- A. General rules. All matters not dealt with specifically by these rules will be governed according to the rules of USA Swimming, including such technical matters as duties of officials, judging, timing, disqualification, and definitions of events and strokes.
- B. Official roster size. The roster in place for the third regular season meet of the season shall be considered the Official Roster for the purposes of defining team size for the following year. See Part IV for actual team roster size and three-year average.
  - a. Team Clerk has the responsibility of tracking the roster of the team throughout the season through the Champ Series and giving the CCSL clerk access to the rosters.
- C. Rule changes. Amendments to these rules must be proposed in writing at any regular meeting and/or emailed from March through January. Proposed amendments will be referred to the Rule Chair for recommendations and may be voted upon at the next regular meeting, provided the proposed change has been distributed to team representatives in writing not less than 14 days prior to the date of the vote. Adoption of an amendment will be by simple majority vote of the eligible voting members present provided that a quorum has been established. Any adopted rule change will go into effect immediately except those approved after the March meeting. Changes approved after the March meeting will not be effective until the following season. In adopting these rules, every effort has been made to enforce and enhance the purpose of the league, which is to develop in the children affected by this program a love for the sport, advance aquatic skills, teamwork, and the principles of good sportsmanship.
- D. Schedule of swim meets. Regular-season swim meets shall be those meets scheduled by the league prior to the Championship Meet Series. Mini meets are meets which are scheduled at the request of individual teams for which approval must be obtained prior to the start of the league schedule and cannot be held after the final scheduled meet of the league season. Additional meets may be

coordinated and or sponsored by the league. Such events may be sanctioned for the purpose of qualification to the Champ Series both by time and participation.

- E. The division of teams. Each year, teams will be divided into divisions based on the number of teams within the league and roster size for regular-season swim meets. The division with the largest teams will be referred to as Div. I, the division with the next largest teams will be referred to as Div. II, etc. Placement in a division will be based on the average number of swimmers on the final roster as defined in Rule 1-B above, of the three previous years. New teams will be placed in the division based upon what they estimate their roster size will be. The second year their roster size will be their first year's roster size and the third year will be the average of the first two years.

## **Rule 2 – Competitor Eligibility**

- A. Who is eligible? All children belonging to a member organization of the league as determined by the individual organization's regulations and who are listed on one of the league's latest rosters may participate in intra-league competition.
- B. What is an exhibition swimmer? All children not meeting the criteria described above will be called an exhibition swimmer. This swimmer will be allowed to swim for times in all individual and relay events, but not for points or place ribbons. Exhibition swimmers participating in relay events would prohibit the relay team from scoring points.
- C. Eligible age group. The eligibility of a competitor to compete in a particular age group will be determined by his/her age on May 1 of each season.
- a) Master roster — Each team shall give the CCSL clerk the ability to access the master roster.
  - b) Roster deletions — Once a deletion has been entered on the master roster, the swimmer cannot be reinstated for the current year and therefore will only be eligible as an exhibition swimmer for the remainder of the swim season.-

## Rule 3 – Officials

- A. Minimum number of officials. The following officials represent the minimum dual or tri-meet requirements:
- a. Regular officials
    - i. Team representative - one from each team
    - ii. Scorers - two from each team
    - iii. Announcer - one from home team
    - iv. Timers - See Rule 3-E below
  - b. \*Certified officials
    - i. Deck Referee - one (home team)
    - ii. Starter – one
    - iii. Stroke & turn judges - two to four
    - iv. Clerk-of-course - one from each team
    - v. Meet Referee - one (home team)

\*All officials listed in this section will be currently certified CCSL officials, and meet the requirements listed below. The officials committee shall be responsible for the operation of a training program and certification of CCSL officials. Deck Referee can be performed by Meet Referee. Certified officials will be listed on the Officials tab on the CCSL Website

### **Starters/referee and stroke and turn judges:**

- Pass a written examination with a grade of 80% prior to each swim season.
- Stroke and turn or starter/referee officials must attend a clinic each year.
- Initial starter/referee certification requires attendance at two CCSL clinics in consecutive years (except for certified USA Swimming and UIL officials)
- Requested waivers must be submitted in writing/email to the CCSL official prior to the swim season.

### **Clerk-of-course**

- ***Attendance at a mandatory annual clerk of course training prior to the start of each season***

### **Team Representative**

- To serve as the liaison between the coach and meet referee for any dispute to include but not limited to swimmer discrepancies, weather issues,
- ***Cannot be serving as an on-deck official during the meet.***
- Cannot be a coach.

B. Host/visiting teams officials Unless otherwise agreed to, each team will furnish the following officials:

- a. HOST TEAM: Team representative, referee\*, chief clerk-of-course\*, starter\*, chief scorer, assistant scorer, announcer, runners, one-half (or one-third) of the timers, co-head timer and two stroke & turn judges. (\*The host team will be responsible for obtaining a referee and starter but not necessarily from their own membership. The host team will arrange for furnishing starting equipment.)
- b. VISITING TEAM: Team representative\*\*, two stroke & turn judges, assistant clerk of course\*\*, two assistant scorers\*\*, \*\*one-half (or one-third) of the timers and co-head timer. (\*\* These officials are to be provided by each visiting team.)
- c. The host team will, in case of tri-meets, coordinate which of the visiting teams will furnish the specific officials. All teams will furnish watches for the number of timers they are required to have.

**NOTE:** *While officiating during any regular scheduled CCSL swim meet, including Divisional Meets and Champ Series, Referees, Stroke and Turn Officials, and Starters shall wear navy blue slacks (no jeans), skirt or shorts, white shirt which bears no writing, symbol, insignia, or other mark identifying the officials CCSL swim team affiliation. CCSL Board approved shirts with CCSL insignia may be worn on deck by qualified officials.*

C. Duties. The duties of the officials shall be as outlined in the applicable rules of the current official *USA Swimming Rules & Regulations*. The referee, clerk and judges shall be familiar with the contents of this CCSL handbook.

D. Timers It is recommended that three timers be assigned to each active lane with no less than two timers assigned to each active lane. See Rule 6-B, for determining official time for records purposes.

E. Timers. It is recommended that three timers be assigned to each active lane, with no less than two timers assigned to each active lane. See Rule 6-B, for determining official time for record purposes.

#### **Rule 4 — Protests Involving League Rules**

- A. Procedure. When protests of this type arise during or after a meet, the parties concerned shall make all possible efforts to resolve their differences. Failing this, the protest may be referred, in writing, to the league president by the end of the third day after the day of the meet. Upon receipt of such protest, the Rules Committee shall rule on the protest.
- B. Rules Committee. Decisions rendered by the Rules Committee shall be final and binding upon all parties involved.
- C. League Records. Protesting the meet will not result in the loss of any records broken unless the record was part of the protest.

### **Rule 5 — Division Awards**

- A. Banner. A banner will be awarded to the high point team(s) in each division. Points will be awarded for this purpose during the divisional meets as follows: Dual meets: winning team 2, other team 0, tie 1 point each. Tri-meets: winning team 2, second team 1, third team 0. Tie for first place, 1½ points each; tie for second place, ½ point each.
- B. Tie. In the event of a tie for high-point teams, each team with high points will be given an award.

### **Rule 6 — Records**

- A. Maintaining up-to-date records. The league shall maintain up-to-date sets of records of the best performances in any event by any swimmer representing the CCSL. These records shall be published on a yearly basis. The league shall maintain annual record of division winners and champ series winners.
- B. Official time. No performance shall be accepted as a league record unless it shall have been timed with not less than two stopwatches or an electronic timing system. If two watches are used, the average of the two watches shall be the official time. If three watches are used, the intermediate watch shall be the official time. Any digits representing thousandths of a second shall be dropped with no rounding.

### **Rule 7 — Each Team's Bye**



A decision on how to handle each team's bye should be made by that team's board, with approval of the CCSL (a "bye" is having no opponent in a round of competition). The options are to not swim, or to swim a meet which has all appropriate officials and adheres to CCSL rules, allowing the swimmers' times to be official but with no CCSL team points to be awarded.

## Part II

# Meet Preparation

### Rule 1 — CCSL Meet Checklist

The host team shall deliver a completed copy of the CCSL form entitled CCSL Meet Checklist (see example below) to the visiting team at the beginning of the season along with the meet invite. All regular season meet invites and checklists must be sent to each team 2 weeks prior to the start of the first swim meet of the season. Each team must send CCSL Meet Checklist via email to all opposing teams and CCSL League Clerk and Board. Each opposing team must acknowledge receipt of the checklist and invite via email. Throughout the season if there are any necessary changes to the Meet Checklist, this must go through the League Clerk for approval one week prior to the meet.

*NOTE: If the CCSL MEET CHECKLIST is not sent to the visiting team and/or returned to the host team, OR if NO mutual agreement can be made among the teams, then the host team shall run the meet in accordance with the applicable rules currently listed in this handbook.*

### Rule 2 — Roster Revisions

Additions, revisions, and/or deletions to team rosters are the responsibility of each team's representative and shall be made available to the clerks via email by **9:00 p.m. Monday** prior to the start of the scheduled meet, for entry into the appropriate master division roster. In the case of an added swimmer to the roster after the deadline prior to meet entries being exchanged, the swimmer is eligible to participate in the first meet after their addition to the roster and submission to the opposing team as an exhibition swimmer, and their entry will be handled as an exhibition swimmer for the entire meet. If the swimmer participates in a relay, it will move the entire relay into exhibition status.



### Rule 3 — Eligible Number of Events

The number of events a competitor may enter is restricted as follows in dual or tri-meets (Exhibition swims count toward the maximum number of events a swimmer may swim. )

Division	Roster Age	# events per athlete	Max. # individual events
All Divisions	15-18	5	4
All Divisions	0-14	5	3

### Rule 4 — Dual Meet Limitations on Entries

- A. Dual meets. In regular season swim meets (all divisions), there are no limitations on the number of swimmers eligible to enter in each "individual" scoring heat. In relay events (all divisions) there are no limitations on the number of relay teams eligible to enter in each scored relay event. Pool size will determine the equal number of swimmers each team is eligible to enter in scoring heats. Any meet entry restrictions shall be as specified in the meet information given to the opposing team representatives along with the meet checklist at the beginning of the season. no later than two weeks prior to the start of the meet season. All meets are to be approved by the Board of Directors of the Clear Creek Swim League, prior to the start of the league schedule. All meets so approved should be clearly noted in the schedule for each division.
- B. Special league meets. Entry limitations for special league meets shall be specified in the meet information distributed to the member organizations prior to the meet.

### Rule 5 — Entry Lists

- A. Entry Lists and Computers. All visiting teams must submit their entries via email with the Meet Manager entry file attached no later than 9pm Thursday before the meet. The home team must provide a PDF file of their entries no later than 9pm Thursday before the meet. When both teams are ready, the exchange should be simultaneous. The visiting team will send their Meet Manager file and the home team will send

their PDF entry list. All additions and changes after the fact are to be entered as exhibition, with the exception of relays.

a. Example Scenarios:

- i. During the Thursday entry exchange, Swimmer A is individually entered in IM, Free, and Back. Between Thursday and Saturday, it is decided Swimmer A will scratch IM and swim Fly. The individual entry change is allowed but the entry for Fly is exhibition only (non-scoring).
- ii. During Thursday entry exchange, Swimmer A is individually entered in IM, Free, and Back. Each entry is NT (no time, seeded below all entries with times). Between Thursday and Saturday, there is a request to update the seed time for Swimmer A from NT to m.ss.00. This time update is not allowed. If any entry time is updated, the swim is exhibition only (non-scoring).
- iii. During the Thursday entry exchange, Swimmer A is individually entered in IM and Free. Between Thursday and Saturday, it is decided Swimmer A will add Back. The individual entry addition is allowed (3 individual entries for  $\leq 14$  or 4 individual entries for 15-18); but the entry for Back is exhibition only (non-scoring).

## Rule 6 — Lanes

- A. Lane requirements. Swimming lanes shall have a minimum width of five feet of unobstructed water. Ropes with floats shall separate all lanes. All lanes must be cleared of obstructions such as diving board, ladders, etc. There shall be backstroke flags at each end of the pool, 15 feet from the ends of the pool on short course yard pools and 5 meters on short or long course meter pools.
- B. Lane in which to swim. In dual meets, the ***host team shall use the odd-numbered lanes, such as 1, 3, 5, and 7; and the visiting team shall use the even-numbered lanes, such as 2, 4, 6, and 8 as available.*** In a tri-meet, lanes shall be decided by lot in the combination of lanes 1 & 4, 2 & 5, and 3 & 6, for all scoring heats of each event. Lanes for non-scoring heats shall be assigned to give each team an equitable number of entries.

## Rule 7 – Events

- A. Events to be swum. The events listed in the *Order of Events* will be swum when there is at least one entrant.
- B. Individual and relay events. A minimum of two heats for each individual event and one heat for each relay event will be swum provided there are enough entrants. Any event can be expanded beyond the minimum number of heats with prior mutual written agreement of the designated team representatives of both teams in dual meets no later than **7 calendar days** before the start of the meet to be swum [mutual meaning both the host and the visiting team must agree]. Expansion or limitations of events will be detailed on the CCSL Meet Checklist. both teams 2 weeks prior to the start of meets. This information will be distributed to the teams in the meet invite and Meet Checklist. Coaches ARE NOT considered a legal team representative by the Clear Creek Swim League and ARE NOT listed on the league roster as a designated representative of each team. A team must fill the scoring heat before entering swimmers in non- scoring heats. The first heat swam shall be considered the scoring heat.
- C. Identifying Heats. The heats shall be swum beginning with Heat 1 [the fastest swimmers] and continuing to the final heat [the slowest swimmers] swimming last. Championship series heats will be swum slowest to fastest.

## CCSL MEET CHECKLIST

It is the host clerk's responsibility to send out invitations and checklist at least 2 weeks prior to the start of the meet season. It is the visiting clerk's responsibility to review and accept the terms. The meet's organizational structure is determined by the meet checklist and an acceptance of an invitation serves as a binding agreement between the teams. The meet invitation sent via league approved software should include the following information:

Host team: \_\_\_\_\_ Visiting team: \_\_\_\_\_

Date of meet: \_\_\_\_\_ Start time: \_\_\_\_\_

Location of meet: \_\_\_\_\_ #Pool lanes: \_\_\_\_\_

Host warm-up time: \_\_\_\_\_ Visitor warm-up time: \_\_\_\_\_

1. Meet will be scored in Meet Manager
2. Entries should be submitted via email
3. Host team will provide official meet result file via email Please note that Meet Mobile results are preliminary only
4. Individual heats/event will be limited to:\_\_\_\_ Number of heats \_\_\_\_ No limitations
5. Relay heats/event will be limited to:\_\_\_Number of heats \_\_\_\_No limitations
6. Other information and/or special considerations for this meet are as follows include in here all other information (I.e. Parking, restrooms, etc.):

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### **HOST TEAM'S Clerk of Course Information:**

Print Name: \_\_\_\_\_

Email/Phone No.: \_\_\_\_\_

*It is each individual team's clerk of course's responsibility to inform their team's rep of this checklist and agreement.*

# Part III

## The Swim Meet

### Rule 1 - General

- A. When the meet starts. All regular meets will start promptly at 8:00 a.m. or as soon thereafter as practicable. All Mini-meets time shall be mutually agreed upon. All tri-meets will start at 8:00 a.m. or as soon thereafter as practicable and the last meet will start as soon as the host clerk of course is ready. The host team will specify any changes from these times by giving written notification to the visiting team at least one week in advance of the meet. If written notification of change is not received one week prior to the meet, then the teams will start as originally stated in this paragraph.
- B. Warm-up swim. The host pool shall designate an area for congregation of the visiting team as well as its own team. Approximately 30 minutes before the start of the meet and when directed by the referee or host team representative, swimmers of the host team may take a short warm-up swim of 10 minutes. Approximately 20 minutes before the start of the meet and on direction of the referee or host team representative, swimmers of the visiting team may take a short warm-up swim of 10 minutes. After the warm-up, all swimmers will return to their assigned areas and hold themselves ready to report immediately to the Ready Area. The pool should be cleared for approximately 10 minutes prior to the start of the meet. For tri-meets, both visiting teams will be given approximately a 10-minute warm-up and at the final meet, two teams at a time will be given ten-minute warm-up in an order to be determined by lot. In all cases, the pool will be cleared 10 minutes before the start of the meet.
- C. Late arrival. No event will be delayed or rescheduled to accommodate the late arrival of a swimmer. If a swimmer misses a heat, the swimmer may swim, at the discretion of the referee, in another heat or event of the same distance only if there is an open lane. The swimmer's time will be official, but the swimmer will not receive points or placing. The referee will inform the judges and scorers of such a swimmer. The swimmer will be able to swim in any additional events throughout the meet.

- D. Coaching or assistance. Once swimmers have been positioned at the starting blocks, they shall receive no coaching or assistance. Any swimmer so coached or assisted shall be subject to disqualification by the referee. Actions such as allowing backstroke swimmers to secure a handhold on teammate's ankles for starting, providing hand signal guidance to backstrokers to help them stay in their lanes, or placing towels on pool edges where necessary for starting shall not be construed as coaching or assistance within the intent of this paragraph.
- E. Spectators. Spectators shall be strictly controlled by the host pool. Reasonable measures shall be taken to ensure that spectators do not interfere with officials in the performance of their duties. The official team representative may consult the referee if necessary, except while an event is in progress.
- F. Smoking/Vaping/Smokeless Tobacco. Smoking, vaping, or smokeless tobacco will not be permitted in or around the pool deck, the Ready Area, the clerk of course area, or in or under any team tents.
- G. Alcohol. Alcohol will not be permitted in or around the pool deck, the Ready Area, the clerk of course area, or in or under any team tents.
- H. Participation. Swimmers may participate in league-sanctioned meets only as a team member of a member organization of the league as determined by the individual organization's regulations, as either an eligible or exhibition swimmer. No individual may participate as an "unaffiliated" swimmer, meaning not a member of a team swimming at the meet.
- I. KT Tape. Usage of "Kinesio" or other tape is permitted to treat a documented medical condition provided signed documentation from an appropriate health-care professional has been produced. This documentation must be presented to the Meet Referee prior to the official start of the meet.



J. Swimsuits. Swimsuits shall be of one piece. A competitor shall not be permitted to participate wearing a suit that is not of decent appearance. Boys shall wear suits which cover the buttocks. Girls shall wear suits which cover the buttocks and breasts. No Technical suit may be worn for any age group. A Technical Suit is one that has the following components:

- a. Any suit with any bonded or taped seams regardless of its fabric or silhouette; or
- b. Any suit with woven fabric extending past the hips.

(WOVEN FABRIC – A suit with woven fabric and sewn seams that does not extend below the hips is permitted. KNIT FABRIC – A suit with knit fabric and sewn seams not extending below the knees is permitted.)

**Penalty:**

*Under the discretion of the meet referee the athlete will not be allowed to participate in an event until the attire is replaced or removed but will not be disqualified unless he or she refuses to adhere to the rule. The athlete will be disqualified in the event they swam if they are in violation during the event.*

**Rule 2 — Entry Irregularities**

- A. Irregularity found on entry list prior to swimming. If an irregularity in an entry list is detected prior to the swimming of the event involved, the ineligible swimmer shall be scratched from the event and no substitution shall be permitted. If the scratch occurs in the relay event, substitution shall be permitted.
- B. Irregularity found on entry list after swimming. If an irregularity in the entry list is detected for the first time after the event has been swum, the points earned by the illegal entrant shall be canceled, the order of finish corrected, and the meet score adjusted accordingly.

**Rule 3 — Medley Relay**

Although the medley relay shall be a race in which the first quarter of the distance shall be swum backstroke, the second quarter breaststroke, the third quarter butterfly stroke, and the last quarter freestyle, it is not required that swimmers in medley relay teams swim in the order in which they are listed on the entry blank.

**Rule 4 – Substitutions**

- A. Substitution criteria. In dual and tri-meets and the Championship Meet Series, substitutions may be made in individual events or in relay events when necessary, because of sickness or absence of competitor, provided that:
- a. No competitor who is already entered on the entry list (Part II, Rule 5) in the maximum number of events defined in Part II, Rule 3, for regular-season meets and Rule 4-F in Part V, for the Championship Meet Series, may be used as a substitute. A swimmer may not be removed from an event and used as a substitute in another event.
  - b. Authorized substitutions shall be reported to the clerk of course as soon as possible. No substitutions shall be allowed for a given event once the first heat of that event has started.
  - c. Substitutions may include any swimmer listed on the league's latest roster as defined in Part I, Rule 2-A.
  - d. If a team does not have enough swimmers to fill a relay, it may fill this relay by utilizing swimmers from its dual- or tri-meet opponent[s] at that meet in progress. Agreement of the team representatives at the meet is required. This relay team would be borrowing the swimmers.
  - e. If a member of a scoring relay is absent, substitutions may be made as follows:
    - i. The same swimmers who were originally entered in that relay event and are present at the meet must be used in the rearrangement.
    - ii. A swimmer from a slower relay in the same age group may be moved up to the scoring relay.
    - iii. The substitution must be an eligible swimmer in the same age group if any are available. Availability is the swimmer is ENTERED into the meet and has not met the maximum number of events.
    - iv. If an eligible swimmer in the same age group is not available, an eligible swimmer from a younger age group may be swum up. Availability is the swimmer is ENTERED into the meet and has not met the maximum number of events.
    - v. If an eligible swimmer of the same or younger age group is not available, the scored relay may be scratched.
  - f. If a relay is scratched, a swimmer's entry in that relay will not be counted in determining the maximum number of events allowed for that swimmer.
  - g. If a swimmer is scratched from a scoring heat in an event, substitution must first be made by moving a swimmer from any non-scoring heat in that numbered event. The non-scoring heat may then be filled. If there are no

non-scoring heats, the substitution may then fill directly into the scoring heat.

- B. “Swimming up”. In dual- or tri-meet **individual** events, competitors may compete in their own age group or in an older age group, or both; however, before a team enters a swimmer in an older age group, that team must have at least two entries in the scoring heat of the same stroke in that swimmer's own age group. For **relays**, the “two entries in the scoring heat” rule does not apply. If a team does not have enough eligible swimmers to assemble full relay entries for a particular age group, then the team may allow any remaining eligible swimmers thus not in a relay entry in their age group to compete in relay entries for an older age group. No more than three eligible swimmers for a particular age group can “swim up”, and only if there are not enough swimmers in that age group to fill another relay.
- a. Example 1: If a team has only three 11-12 boys available for a relay, a relay cannot thus be formed; any or all three can then “swim up” to an older age group relay.
  - b. Example 2: If a team has seven 9-10 girls available for relays, four would form one relay entry in that age group, and any or all of the remaining three could then “swim up” to an older age group relay. Alternatively, they could utilize an eligible 8-under swimmer to complete a second 9-10 relay. This 8-under swimmer would then be “swimming up” to this older 9-10 age group under this rule.
  - c. Example 3: If a team has fifteen 8-under boys available for relays, twelve boys would form three relay entries in their age group, any or all of the remaining three swimmers could then “swim up” to an older age group relay.
- C. On-deck entries. Any swimmers not listed on the entries list (as described in Part II, Rule 5-A) would be considered an “on-deck entry”; this swimmer would be given the same privileges as an exhibition swimmer (as described in Part I, Rule 2-B).

## **Rule 5 – Scratches of Entries**

- A. Scratches. A visiting team's representative shall report to the host team's pool 30 minutes before the meet is scheduled to begin. A representative from both teams will report to the host clerk of course with their scratches and authorized

substitutions not later than 20 minutes before the meet is scheduled to begin or as far in advance of the applicable meet events as possible. If no scratches or substitutions are made by that scheduled time, then the host clerk of course will proceed with starting the meet. Scratches and substitutions shall be submitted with event number and complete swimmer registered name and birthdate. This will be provided by the host team 50 minutes prior to the meet start time.

- B. Sick swimmer. Except for sickness, competitors who are scratched and for whom a substitution is made after the start of a meet shall be ineligible to compete in that event. An event from which a swimmer is scratched, and not substituted for, counts toward the total number of events allowed as per Part II, Rule 3. Swimmers reporting to the Referee prior to the start of their race and declare their intent not to compete will be disqualified from that event.

## **Rule 6 — Starting**

- A. Starts. Starts shall be indicated by an electronic starting horn in accordance with applicable rules of the official *USA Swimming Rules & Regulations*.
- B. False starts
- a. Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms the Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "stand up" command and may step off the blocks.
  - b. If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the Referee independently observes and confirms the Starter's observation that a violation occurred, the swimmer or swimmers who have false started shall be disqualified upon completion of the race.
  - c. If the recall signal is activated inadvertently, no swimmer shall be charged with a false start and the Starter shall restart the race upon signal by the Referee.
  - d. A swimmer who would otherwise be charged with a false start may be relieved of the charge if the false start was caused by the swimmer's reaction to the "stand up" command.
  - e. Declared false start: swimmers reporting to the Referee prior to the start of their race and declaring their intent not to compete will be disqualified.

## Rule 7 — Disqualification

- A. Exceptions. Disqualification shall be governed by the rules contained in the current official *USA Swimming Rules & Regulations* and shall be always enforced EXCEPT for the 8-&-under age group. Disqualification for the 8-&-under age group shall be submitted as for all other age groups; however, for the first two regular meets of the season, the disqualified swimmer will lose points and time but after placing, fifth or sixth place ribbons. Disqualification in the remaining regular meets and the Championship Meet Series for this age group shall be treated as any age group.
- B. Interference. In team meets, interference of teammates with one another will not in itself be grounds for disqualification, but interference with other teams will warrant disqualification.
- C. Notification. In case of disqualification, it is the responsibility of the stroke judge or referee to notify the swimmer or swimmer's coach, if possible, before the swimming of the next event, as to the reason why the swimmer was disqualified.
- D. Observation. Upon observing an infraction within their jurisdiction, stroke, turn and relay take-off judges shall immediately raise one hand overhead with open palm. If the official does not do so and the referee does not personally observe the infraction, there shall be no penalty.

## Rule 8 — Place Judgment

By watches. The order of finishing in dual and tri-meets will be determined by official times. Official times shall be those obtained by an electronic timing system or two or more stopwatches. If two watches are used, the average of the two watches shall be the official time. If three watches are used, the intermediate watch shall be the official time. Any digits representing thousandths of a second shall be dropped with no rounding.

The order of finish will be recorded by the starting official to keep the official order of finish as a backup to timer errors or if needed for protests.

## Rule 9 — Protests

- A. Video: ***No video will be utilized for protest.***

- B. Swimming technicalities. Protests involving turns, strokes, or other swimming technicalities:
- a. The official team representative shall lodge any protest or complaint of this type with the Meet Referee within **30 minutes** after the event has been recorded. No protest or complaint lodged by any other person will be entertained.
  - b. Decisions rendered by the Meet Referees on protests of this type shall be final and binding upon all parties involved.
- C. Results. Unofficial results shall be posted after the event has been recorded and a copy shall be given to each of the team's head coach. The home team will notify the visiting team where they are to be posted. These results will be signed by the home team clerk of course and annotated with the time posted. This time will be used in determining the deadline to protest an event.
- D. Swim Records: In the event that there is a meet protest, any swim records obtained at a protest meet will be upheld unless the protest affects that swim record.

## **Rule 10 — Scoring**

- A. Dual meet individual events. In dual meets, each team can score only two swimmers per event. Individual events in dual meets shall be scored: 5, 3, 2, 1; however, the swimmers shall receive ribbons for the place in which they finish. If there is a tie for a particular place in an event, the tying swimmers will split the tied place points and the next place points. No next place points will be awarded. The remaining places will be awarded in descending order. For example, if there is a tie for first place in a dual meet, the tying swimmers will be awarded four points each (5 first-place points, plus 3 second-place points, divided by 2). The next fastest swimmer will be awarded 2 points.
- B. Dual meet relays. In dual meets, each team can score only two relays per event. Relay events in dual meets shall be scored: 5, 3, 2, 1; however, the relay teams shall receive the ribbons for the place in which it finishes.
- C. Tri-meets. Individual events in meets involving three or more teams shall be scored: 7, 5, 4, 3, 2, 1. Relay events in such meets shall be scored: 14, 10, 8, 6, 4, 2.

- D. Points. Points shall not be awarded for an event in a team meet unless the event was swum. No points will be awarded in case of disqualification.
- E. First-place points. In a dual and/or tri-meet event in which all contestants are from the same team, only the first-place points shall be awarded.
- F. Contestants. Swimmers appearing on the entry list, then subsequently scratched, are considered contestants for the purpose of scoring points.
- G. 6-&-under events. Events for swimmers in the 6-&-under age group will not be scored. The intent of this rule is to allow swimming events for young swimmers without the pressure of team competition.
- H. Scorekeeping: Each team needs to provide 2 scorers for circling of times and one for data entry. Scorers will take the lanes sheets to circle the official time for each swimmer. The official time is the middle time, which means the slowest and fastest times are eliminated. If only two times are recorded, the times are averaged to get the official time to the hundredths place.
- I. DQ Slips: All DQ slips in question must be verified through meet referee by Home Clerk of Course. The scorers will be responsible for documenting the DQ on the lane sheets, however if there is a question on the DQ slip, those must be presented to the Home Clerk of Course and these will be verified with the Meet Referee. No DQ slips will be reviewed during the meet by anyone other than Clerks and Meet Referee.

### **Rule 11 — Water Quality**

At the start of a scheduled meet, the water quality should be within the following range: **Chlorine = 0.2 to 4.0 ppm; pH = 7.2 to 8.0**. If the water quality does not lie within the desired range, either team may refuse to swim.

### **Rule 12 — Team's Refusal to Swim**

Should either team refuse to swim, the following alternatives should be adhered to: (1) If possible, reschedule the meet or (2) If unable to reschedule, declare the meet "no contest."

### **Rule 13 — Meet Postponement**

- A. Referee. The referee shall have the power to call off or postpone to a future date any event or meet, even though the same has been commenced, if in his/her judgment the competition cannot be conducted or completed in a satisfactory manner and in fairness to the swimmers.
  
- B. Referee and team representatives. Should the postponed event or meet have been commenced, the referee and the team representatives shall determine and publicize the manner and conditions under which the event or meet shall be recommenced. The referee, with unanimous agreement of the involved teams' representatives, may sanction a commenced, but unfinished meet, letting the existing score stand as the official score.
  
- C. Rescheduled intra-league meet. Should an intra-league meet be postponed to a future date, the rescheduled meet may be handled as a new regular meet wherein all rules of competition for an intra-league meet are in effect for the week of the rescheduled meet to be held.

## **Part IV** **Post-Meet**

### **Rule 1 — Meet Records**

Each pool shall preserve all meet records for meets that it hosts and shall produce these records without delay upon the request of the chairman of the Rules Committee. Meet records may be disposed of no sooner than three days after the day of the last league event of the season.

### **Rule 2 — Awards**

Suitable awards shall be presented to all swimmers in all heats listed in the *Order of Events* based on order of finish. Exhibition awards can be presented to swimmers entered as exhibition swimmers. Participation awards may be presented as desired by the individual teams. All exhibition and participation awards shall be the responsibility of the swimmer's team.



### **Rule 3 — Responsibility of Host Pool**

It shall be the responsibility of the host pool to submit a signed official copy of the meet results, including mini meets, to the Records and Time Standards chairperson listed in the front of this handbook. These results/records shall be signed by the meet referee and the head meet clerk. The original entry card of any event in which a record is believed to be broken must be signed by the head referee and the original emailed to the League Clerk and Secretary. The host team should keep the original on file for one year. All meet results and record-breaking entry cards must be submitted within one week after completion of the meet.

**PART V**  
**CCSL Swimming Rules**  
**for Swimming the Strokes**

**101.2 BREASTSTROKE**

1. **Start** — The forward start shall be used.
2. **Stroke** — After the start and after each turn when the swimmer leaves the wall, the body shall be kept on the breast. It is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All movements of the arms shall be simultaneous without alternating movement. The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head shall break the surface of the water. After the start and after each turn, the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.
3. **Kick** — After the start and each turn, at any time prior to the first breaststroke kick a single butterfly kick is permitted. Following which, all movements of the legs shall be simultaneous without alternating movement. The feet must be turned outwards during the propulsive part of the kick. Scissors, alternating movements or downward butterfly kicks are not permitted except as provided herein. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.
4. **Turns and Finish** — At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously at, above, or below the water level. At the last stroke before the turn and at the finish an arm stroke not followed by a leg kick is permitted. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

### 101.3 BUTTERFLY

1. **Start** — The forward start shall be used.
2. **Stroke** — After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring the swimmer to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish. From the beginning of the first arm pull, the body shall be kept on the breast except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Both arms must be brought forward simultaneously over the water and pulled back simultaneously under the water throughout the race.
3. **Kick** — All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.
4. **Turns** — At each turn the body shall be on the breast. The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired. The shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall.
5. **Finish** — At the finish, the body shall be on the breast and the touch shall be made with both hands separated and simultaneously at, above, or below the water surface.

### 101.4 BACKSTROKE

1. **Start** — The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter, before or after the start, is prohibited. When using a backstroke ledge at the start, the toes of both feet must be in contact with the end wall or face of the touchpad. Bending the toes over the top of the touchpad is prohibited.
2. **Stroke** — The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of

the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface of the water.

3. **Turns** — The turn requires that some part of the swimmer's body contact the end wall. After the swimmer's head has passed the backstroke flag, prior to the turn, the swimmer's upper shoulder may (but is not required to) rotate past the vertical toward the breast before the touch is completed, provided such rotation is accompanied by an initiation of the turning action or continuation into the wall. Initiation of the turning action shall be accomplished by a single-arm or simultaneous double-arm pull, or in the absence of such pulls, by an upward or downward, underwater movement of the head. After initiation of the turning action, no additional arm pulls may be started; however, kicking and gliding actions are permitted. The swimmer shall assume a position on the back before the feet leave the wall.
4. **Finish** — Upon the finish of the race, the swimmer must touch the wall while on the back.

### 101.5 FREESTYLE

1. **Start** - The forward start shall be used.
2. **Stroke** - In an event designated freestyle, the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface.
3. **Turns** - Upon completion of each length, the swimmer must touch the wall.
4. **Finish** - The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance.

### 101.6 INDIVIDUAL MEDLEY

The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly; the second one-fourth, backstroke; the third one-fourth, breaststroke; and the last one-fourth, freestyle.

1. **Start** - The forward start shall be used.

2. **Stroke** - The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke, except in the freestyle, the swimmer must be on the breast except when executing a turn.
3. **Turns**
  - a. Intermediate turns within each stroke shall conform to the turn rules for that stroke, except that in the freestyle turn, the swimmer must return to the breast before any kick or stroke.
  - b. The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed, and shall be as follows:
    - i. **Butterfly to backstroke** — The swimmer must touch two hands, as described in 101.3.5. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall.
    - ii. **Backstroke to breaststroke** — The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke.
    - iii. **Breaststroke to freestyle** — The swimmer must touch as described in 101.2.4. Once a legal touch has been made, the swimmer may turn in any manner and must return to the breast before any kick or stroke.
4. **Finish** - The swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance.

### 101.7 RELAYS

1. **Freestyle Relay** - Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.
  2. **Medley Relay** - Four swimmers on each team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly and fourth, freestyle. Rules pertaining to each stroke used as described in 101.6 (Individual Medley) shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.
3. **Rules Pertaining to Relay Races**
    - a. No swimmer shall swim more than one leg in any relay event.

- b. When automatic relay take-off judging is used, each swimmer must touch the touch-plate or pad in his/her lane at the end of the course to have finished his/her leg of the relay race.
- c. In relay races a swimmer other than the first swimmer shall not start until his/her teammate has concluded his/her leg.
- d. Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg enters the pool in the area where the race is being conducted before all swimmers of all teams have finished the race. Exception: When an in-the-water start is required or such start is approved by the Referee.
- e. Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.
- f. In relay races, the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before his preceding teammate touches the wall shall be disqualified.
- g. In relay races involving in-the-water starts, the team of a swimmer who has lost touch with the end of the course before his/her preceding teammate touches the wall shall be disqualified, unless the swimmer in default returns to the original starting point at the wall.
- h. On relays, the second, third and fourth swimmers are prohibited from starting from the top of the adjustable back plate. A swimmer must have at least part of one foot in contact with the starting platform in front of the adjustable back plate during a relay exchange.

## **PART VII**

### **Lightning Guidelines**

Summer is the most dangerous season for lightning injuries and deaths. If you see lightning or hear thunder, you are a potential target for a lightning strike. Lightning fatalities or injuries occur most often when you are near or in the water, including showers and plumbing; near or under trees and tall objects, including diving boards, lifeguard stands, poles and tables with metal legs; near vehicles or buildings, instead of in them, including under awnings or unenclosed buildings; and near the storm, especially before the storm arrives and after the storm has passed.

- A. “Flash-to-bang” rule. You can determine the distance between your location and the lightning strike by using the flash-to-bang rule. For each five seconds you count between seeing the lightning flash and hearing the thunder, there is one mile between you and that lightning strike.
- B. Evacuation. If your evacuation building is nearby and nothing obstructs the view at the pool, a 30-second flash-to-bang time should be your bare minimum for evacuating the pool. Pools that have obstructed views should evacuate anytime thunder is heard. Thunder usually becomes audible within 10 miles of the thunderstorm. Pools in high noise areas should use NOAA weather radio, the Internet, the Weather Channel, lightning sensors, or other means of monitoring the weather and should evacuate the pool when storms are within 10 miles (flash-to bang of 50 seconds). A developing storm may provide NO advance warning before the first lightning strike. Reduce the risk of electrocution near pools by following the Handy rules.
- C. Handy rules for lightning. *HAND* – The five fingers of the hand stand for the five second per mile, flash-to-bang rule. There should be a well-grounded, enclosed and sturdy building handy for everyone. If not, EVACUATE the pool. Include extra time needed to get people out of the pool and to the building in your evacuation plan. Wait 30 minutes from the last time thunder is heard before reopening the pool. *AWARENESS* – Know the weather forecast, stay informed and have a safety plan ready to enact. If thunderstorms are forecast, be alert for storm development and be prepared to carry out your plan. *NOTIFY* – Tell people that the pool is CLOSED. Do not allow them to use the showers, sinks or stand outside, especially under awnings and trees. The locker room may not be safe. In fact, a wet locker room floor is an ideal conductor for electrical energy. Direct patrons to safe structures or hard-topped vehicles. Convertibles are not safe from lightning. *YOUR OWN SAFETY* – The pool area is dangerous for everyone. Be in a safe building or vehicle and remain there until thunder is no longer heard. The pool filter room is not safe due to the water and plumbing. Blue sky, sunshine or lack of rain is not a reason to return to the pool area.
- D. If a very dark and ominous cloud develops near the pool, the staff might close the pool until the threat of a first lightning strike from that storm has passed or the cloud appears to have weakened in intensity. DO NOT depend on a severe thunderstorm warning to clear the pool. Non-severe thunderstorms are just as serious a lightning threat as severe thunderstorms. Devise a plan of action for each of several threatening events. If a tornado warning is issued for your area,

your plan of action must be different. Several thunderstorms could have large hail and strong wind gusts in addition to lightning and may require a different plan of action. For example, a dry gymnasium will be adequate shelter for lightning, but is not a safe haven from a tornado. Hard-top vehicles are safe from lightning but can be death traps in a tornado or during flooding. Fast-moving thunderstorms will arrive quickly and will allow less time to complete your evacuation. So be prepared. It is better to finish an event on another day than to risk someone's life.

*Provided by the National Weather Service*



<b>Girls Event #</b>	<b>Event</b>	<b>Age Group</b>	<b>Boys Event #</b>
1	200 yd Freestyle	Open	2
3	100 yd Individual Medley	9 & 10	4
5	100 yd Individual Medley	11 & 12	6
7	100 yd Individual Medley	13 & 14	8
9	200 yd Individual Medley	15-18	10
11	100 yd Freestyle Relay	6 & under	12
13	100 yd Medley Relay	8 & under	14
15	200 yd Medley Relay	9 & 10	16
17	200 yd Medley Relay	11 & 12	18
19	200 yd Medley Relay	13 & 14	20
21	200 yd Medley Relay	15-18	22
23	25 yd Freestyle	6 & under	24
25	25 yd Freestyle	8 & under	26
27	50 yd Freestyle	15-18	28
29	50 yd Freestyle	13 & 14	30
31	50 yd Freestyle	11 & 12	32
33	50 yd Freestyle	9 & 10	34
35	100 yd Freestyle	15-18	36
37	100 yd Freestyle	13 & 14	38
39	25 yd Backstroke	6 & under	40
41	25 yd Backstroke	8 & under	42
43	50 yd Backstroke	9 & 10	44
45	50 yd Backstroke	11 & 12	46
47	50 yd Backstroke	13 & 14	48
49	100 yd Backstroke	15-18	50
51	25 yd Breaststroke	8 & under	52
53	50 yd Breaststroke	9 & 10	54
55	50 yd Breaststroke	11 & 12	56
57	50 yd Breaststroke	13 & 14	58
59	100 yd Breaststroke	15-18	60
61	25 yd Butterfly	8 & under	62
63	50 yd Butterfly	9 & 10	64
65	50 yd Butterfly	11 & 12	66
67	50 yd Butterfly	13 & 14	68
69	100 yd Butterfly	15-18	70
71	100 yd Freestyle Relay	8 & under	72
73	200 yd Freestyle Relay	9 & 10	74
75	200 yd Freestyle Relay	11 & 12	76
77	200 yd Freestyle Relay	13 & 14	78
79	200 yd Freestyle Relay	15-18	80