

MOBILE COUNTY AQUATIC LEAGUE

2019 RULES AND REGULATIONS



Rules for Swimming Competition
Latest update: **Friday, June 7, 2019**

I. Introduction

These rules are specifically designed for dual meets between MCAL member pools and shall govern the conduct of all meets schedules, sponsored or sanctioned by MCAL. Rules of the United States Swimming pertaining to strokes, disqualifications, duties of the officials, judging, timing, turns, starts, finishes, and similar technical matters shall be observed at all League meets unless modified by these rules.

Season: The MCAL “season” is defined as the period from May through August. The dual meet schedule shall be determined annually by no later than the 1st-week of the June meeting. No additional official meets may be scheduled after the season has begun.

II. Team Eligibility

- A. Teams shall be considered members of Mobile County Aquatic League and eligible for competition after an approval vote from the Board of Directors and Team Representatives from each existing member club.
- B. Teams shall comply with all bylaws, rules and regulations spelled out by MCAL governance.
- C. A Team Representative must be named by each club and should attend each MCAL meeting. Meetings are typically held monthly between February and August of each year. Should a team not be represented by a parent representative at 80% of the monthly meetings, 15% of the team’s points will be deducted from their score at the end of the City Championship Meet.
- D. Each club shall have at least 2 Qualified Stroke and Turn Officials for each season. Qualified Stroke and Turn official is defined as an individual who attends and passes an MCAL sponsored Stroke and Turn Training Session or is US Swimming certified. This is a condition for the team’s eligibility to compete. Qualified Judges names shall be submitted to the MCAL Board before the first dual meet of the season.

III. Competitor Eligibility

- A. Club Membership: Each competitor shall be a bona-fide member of the pool or club he/she represents during the current season. Competitors cannot represent more than one club in any MCAL-sanctioned swimming event. *Note: A swimmer may compete as a diver for another club if they are a bona fide member of said clubs, if there are no other situations that would cause a “conflict of interest” and it is agreed to by both clubs and voted on affirmatively by 2/3’s of the MCAL Board of Directors. A minor under the age of 21 who is awarded a membership by a MCAL-affiliated club will NOT be eligible for MCAL-sanctioned swimming and diving events. The ineligibility will also be in effect for any dependents of said minor. This rule does not impact minors whose parents are awarded full Club benefits.

- B. Age Group Participation: The eligibility of a competitor to compete in a particular age group shall be determined by his/her age on the first day of the event in question.
- C. Team Roster: Each team shall maintain an updated roster of its swim team, containing the following information under each age group... an alphabetical listing of swimmers, their birth dates, and gender. **A completed team roster must be turned in to the MCAL Treasurer and/or President by the first Friday in July.** The exact date is subject to change if voted on at the May MCAL meeting.
- D. Eligibility Protest Procedure: If the eligibility of a swimmer is protested to the Referee, he/she may accept other evidence of eligibility. Protest of his/her decision is subject to MCAL protest rules. Inaccuracies and omissions are valid basis for appropriate penalty by MCAL. In any case where a child's eligibility is in question, he/she shall be permitted to swim pending final resolution of his/her status. To be clear, a swimmer may participate under protest. However, if the decision goes against him/her or if an irregularity is detected for the first time after the event has been completed, the points earned by the illegal entrant shall be canceled, the order of finish corrected, and the meet score adjusted accordingly. The swimmer under protest shall swim as exhibition only.
- E. Competition outside of Age Group: competitors may compete in their own or a higher applicable age group (11-12 and 13-14 are closed age groups). A competitor may be moved up to a higher age group, but must compete at that age level for the entire meet, including relays. Competitors may enter up to three (3) events and two (2) relays. **A swimmer may compete in two (2) relays, either a free or a medley in his/her own age category, and in the senior age group.**
- F. Minimum Age Group: The youngest age group shall be the six-and-under. Coaches are responsible for selecting swimmers who can swim the distance required without delaying the meet or endangering themselves. Top age group shall be the Seniors.
- G. City Championship Meet ("City Meet") Eligibility: A swimmer must compete in two officially scheduled meets, and must have an official time to swim in that said event to be eligible to compete in the City Meet. Official meets include one intra-squad meet held at the beginning of the dual meet season, dual meet with teams in MCAL or other Leagues, the Qualifier Meet, and any invitational meet as long as the entire team participates. All meets must be listed on a team's initial roster. In regards to obtaining the two-meet minimum eligibility requirement stated above, a swimmer will receive full credit for participating in a canceled swim meet (due to inclement weather) IF the swimmer was on the official published heat sheet for the meet in question and was capable & available to participate in said meet.
- H. "Charleston's Rule" – applicable to the Qualifier Meet only. If there is a known, capable (100% likelihood said swimmer will meet or beat the time standard), and experienced swimmer using the Qualifier Meet to meet his/her 2-meet City Meet

participation requirement, that swimmer should be entered in their own heat in the specific event entered. Location of heat(s) is up to host. We don't want these swimmers competing against slower swimmers that are trying to meet their time standard(s) for the City Meet.

- I. Team Affiliation: Affiliation to team shall be established with the first meet in which one participates. However, a swimmer may change teams after dropping membership with his/her team upon petitioning MCAL for a change of affiliation no later than June 15th. Swimmers cannot change team affiliation after this deadline.

IV. Dual Meet Procedures

A. Host Team Responsibilities:

1. Host Team Meet Manager shall contact the Visiting Team Manager one week in advance of the meet. Traditional starting time is 5:00pm on Tuesdays or Thursdays. The starting time shall be agreed upon by the Meet Managers of both teams.
2. The host pool shall be placed in final readiness at least 30 minutes prior to the meet time.
3. All officials including the Team Representatives shall report to the meet Manager at least 30 minutes prior to the meet time.
4. Warm Ups: swim teams may take a short warm-up swim at assigned time after which they will return to their assigned places and hold themselves ready to report immediately to the Clerk of Course when their events are called. Traditional warm-up times are Host (4:00-4:30) & Visitors (4:30-5:00).
5. Referee: fifteen minutes before meet time, the Referee assembles all officials, checks assignment of Lane Timers with the Starter, and conducts a check of the stopwatches. The Head Judge instructs and coordinates the Stroke, Turn, and Sweep Judges.
6. Clerk of the Course checks in the swimmers for the first events five minutes before the meet time and keeps three or four events ahead at all times with the help of the Assistant Clerk of Course and the Announcer.
7. Postponement/Cancellation/Rescheduling:
 - a. Delay of Meet: No event will be delayed pending the late arrival of a competitor not to rest a competitor, except as a result of a false start and where the Referee determines that a delay or reordering of events is appropriate.
 - b. All Meets shall be swum and completed as scheduled unless extraordinary conditions or situations prevent it. In the event that a meet must be rescheduled or completed at another time, it shall be rescheduled or completed at another time, it shall be rescheduled by mutual agreement of the Coaches. In the case of dispute over rescheduling, the home team's choice takes priority. Those swimmers

ready to swim at the meet will be considered eligible as decided by a roll call witnessed by both coaches. All results will be considered official. Failure to comply will result in a forfeiture. A meet is considered completed and the results are official if butterfly and backstrokes have been completed before an interruption that may cancel the meet occurs.

8. Assigned Team Areas: Swimmers shall remain in their assigned areas during the meet. The host team shall assign team areas in a close proximity to the starting line and Clerk of Course.
9. Conduct: Coaches, Team Representatives, and swimmers shall conduct themselves in a manner that does not interfere with the progress of the meet. Each Team Representative shall be responsible for the conduct of his/her team and coaches.
 - a. Cheers: The Team Representative shall monitor all cheers and spirit activities to make sure they are appropriate and demonstrate good sportsmanship and mutual respect for all competitors. Team Representatives may consult with the Referee, if necessary, but shall refrain from doing so while an event is in progress.
 - b. Safety: No swim team representative, coach, or team member from either team shall be permitted to be bodily thrown into the pool by another team member or participant.
 - c. Logos: All swimmers should wear no other logo other than that of their team.
10. Spectators shall not interfere with officials in the performance of their duties.
11. Meet Readiness:
 - a. Time Cards: The Runner carries the Event Entry Cards to the Lane Timers for events of 25 yards. In all other events the swimmers hand in their Event Entry Cards to the Lane Timers. The Head Timer signals the Referee when all timers are ready. The Referee blows his/her whistle which is the cue for the Starter to take charge of the swimmers.
 - b. Scoring: The Head Judge then passes the completed Entry Cards to the Scorers who record all swimmers on the score sheet. The Scorers maintain a running point score. The Announcer should announce the scores after each stroke.
 - c. Scoring Responsibility: The Scorer and the Assistant Scorer will maintain the Score Sheets. One for each team and one of the Host Meet Manager to send to the MCAL First Vice-President.
 - d. Meet Results: At the conclusion of the meet, the Host Team's Meet Manager is responsible for telephoning the meet results (total scores) to any newsworthy publications following the meet. This notification should include all the pertinent information of both teams.

B. Meet Entries:

1. Preplanning by both teams and respective Meet Managers is essential. Remember that the objective is to hold an enjoyable, smoothly functioning, and fast-moving meet, starting at the appointed time and ending approximately three hours later. To this end, all persons concerned should cooperate to the utmost with the Meet Manager and the Referee.
2. Each team may enter as many swimmers and relay teams as agreed upon by the Meet Managers. All entries shall be considered as official for the purpose or scoring. If the meet managers cannot agree on the number of swimmers or relays, the home team has the final choice.
3. Line Up Exchange: The coaches of both teams will exchange meet rosters no later than 3:00pm the day preceding the swim meet. Each coach/team representative will provide the other with a disc or other agreed upon electronic format including their team's entries as well as a printout of those entries (Hy Tek Meet Entry List). The meet entry report of each team is the official record of entry for each team. It will be the responsibility of the visiting coach to get his/her entries and diskette to the home team. Each team shall provide contact information to the MCAL Board for the following positions at the May meeting: Coach, team Rep, & Entries Chairman. Both home and visitor meet managers must submit a line-up of swimmers for all individual events when the meet is seeded. (Visiting team's cards should be delivered to the host team by 4:00 the afternoon before the meet. The lineups must indicate a rank of fastest-to-slowest swimmers for each event (1 fastest, 2, 3, etc.).
4. Late Entries
 - a. Swimmers who are not officially listed on the (rank order) entry list may be entered at the scorer's table before the meet has started. The swimmers will be placed in the first heats (slowest-ranked) of the events. Once a swimmer has been entered, no changes can be made. All late entries must be done before the start of the meet. All entries must be done before the start of the meet. All entries must be accompanied by appropriate entry cards.
 - b. In the event of an error by the triplicate writers, any entry who appears on the rank order list but not on the triplicate may be entered at any time before or during the meet.
5. Heats
 - a. All heats are official. All swimmers are official, except when designated as an exhibition by the Referee.

- b. Heats in dual meets: The lane timers' watches shall govern for any place(s) where the Sweep Judges are not in mutual agreement. Places shall be awarded on a time basis between heats.
 - c. The fastest three swimmers from each team will be assigned to the final (1st) heat. Home team swimmers are assigned lanes 10305; visitors, 2-4-6. The fastest swimmers from each team should be placed in lanes 3(H), 4(V), 2(V), third fastest 1(H), 6(V). The preceding heats should follow the same format until all swimmers have been assigned lanes.
6. Swimming lanes shall have a minimum width of five feet of unobstructed water. All lanes shall be separated by ropes with floats. Lane ropes shall be anchored. When ropes are required to define a wall interruption, the rope shall be placed to prevent any portion of the wall from projecting into the lane. All lanes must be cleared of obstructions such as diving board, ladders, underwater steps, etc. Pennant markers placed 15 feet from the end of the pool and not less than 3 feet above the water level shall be used to warn swimmers at the end of the pool.
7. Events: For dual meets, the events listed in Section V shall apply and will be run in order.

C. Officials' Duties and Personnel Requirements

1. The following officials represent dual meet requirements:
 - One (1) Starter/Referee
 - One (1) Head Timer and two (2) timers per lane
 - One (1) Head Judge and two (2) Stroke & Turn Judges
 - Two (2) Sweep Judges
 - One (1) Clerk of Course; one (1) Clerk of Course Assistant
 - One (1) Scorer (Computer Console Operator)
 - Two (2) Runners – one to take DQ's from the Referee to the Coaches. ***When two officials are needed, one person from each team shall be used. When possible two from each team need to be used to work in pairs.***
2. For dual meets Timers shall be assigned to each active lane by the Head Timer and Referee.
3. Approximately one week prior to the date of a dual meet, the Meet Manager of the host team shall contact the Meet Manager of the visiting team(s) to work out of the details for supplying officials. Unless otherwise agreed, each team will furnish the officials and equipment.
4. Each member club of the League shall insure that persons in the following capacities are qualified: Referee, Head Judge, Head Timer, Sweep Judges, Lane Timers, Starter, Stroke & Turn Judges, Relay Take-Off Judges, and Scorers.

- i. Each club should have at least 2 Stroke & Turn Officials for each season. These officials must attend an MCAL training session or be USS Swimming certified Stroke & Turn officials.
5. Member clubs are responsible for providing officials as listed below: Host Team- Meet Director/Referee (can be the same person), one Starter, Six Timers, one Head Timer, and one Stroke & Turn Judge, one Sweep Judge, one Announcer, one Scorer, one Awards Writer, Runners, one Team Representative (shall not be the coach), and one Clerk of Course. Visiting Team – Sweep Judges, one Assistant Scorer, one Assistant Clerk of Course, one Stroke & Turn Judge, six Timers, one Awards Writer, and a Team Representative (shall not be the coach).
6. Team who are unable to host meet will assume the expenses of ribbons, triplicates, etc., and provide the host team with the required number of workers.

D. Starts

1. Starting blocks may be used in MCAL competition.
2. Starts shall be done by an approved starting device in accordance with the applicable rules of the current USS Official Swimming Handbook.
3. Relay swimmers shall not use a running start from the edge of the starting platform.
4. Each competitor is allowed one false start. Any subsequent false start will lead to disqualification. The disqualified swimmer has the option of swimming the race.
5. Starting position: USS Long Course Start.
6. Each team shall conduct their meets using the false start tone and an air horn for false start recalls.

E. Disqualifications

1. Disqualifications shall be governed by the rules contained in the current USS Official Swimming Handbook and shall be strictly enforced at all meets by the Referee.
2. In case of disqualifications, the Referee or designated person will attempt to notify the swimmer's coach or designee before the start of the next event as to the reason why the swimmer was disqualified. ***The Meet referee assumes responsibility for the notification of the Coaches.*** In addition, the runner will make an attempt to communicate information about the disqualified to the appropriate coach (this is applicable for the FINAL HEAT only.)

F. Protests

1. Protests involving turns, strokes, and Taher swimming technicalities:

- i. Any protest or complaint of this type shall be lodged by the Team Representative with the Referee within 30 minutes after the event has been recorded.
 - ii. For each meet, each team shall designate a Team Representative to present and/or manage protests of this type. No protest or complaint lodged by another person will be considered valid nor will it be entered.
 - iii. Decisions rendered by Referees on protests of this type shall be binding upon all parties involved per USA Swimming Official Handbook.
2. Protest involving MCAL rules in meets:
 - i. When protests of this type arise before, during, or after the meet, the parties concerned shall make all possible efforts to resolve their differences. Failing this, the protest may be referred in writing to MCAL representatives within three days from the date of the meet. Upon receipt of such protest, the MCAL President shall appoint a Protest Committee made up of him/herself (or the First Vice-President if the President's team is involved or for some other reason is not available) and three or more MCAL members.
 - ii. Decisions rendered by the Protest Committee shall be final and binding upon all parties involved.
3. No protest of any nature shall be entertained later than three days after the day of the alleged violation. However, protests relative to the swimmer's eligibility may be lodged at any time during the current season.

G. Scoring

1. Individual events score as follows:
 - 1st – 5 points
 - 2nd – 3 points
 - 3rd – 1 pointNo team may sweep 1st, 2nd, and 3rd place. (3rd place point is omitted). The computer operator shall set the computer to score a maximum of 8 points per team for each event.
2. Relays score as follows:
 - 1st – 7 points
 - 2nd – 0 points
3. All scores announced at the conclusion of the swim meets are considered unofficial until 3 days after the meet. During the interval, both Meet Managers and alternatives will independently rescore the swim meet. If they disagree on the score, the differences shall be resolved by the MCAL President. The MCAL President will certify the official scores of the meets.
4. Ties

- i. When team ties occur in dual meets, the team with the most first place winners shall prevail. Second, third, and fourth places shall be used as necessary. A relay event counts as a single first or second place in breaking a tie.
- ii. When ties occur in individual events, the points of that place and the next lower places should be divided between the competition's teams, but the swimmers get duplicate ribbons.

H. Awards

- 1. Individual awards will be given to competitors who place a minimum of first through twelfth in all meets. **Heat winner recognition award will also be given.** More awards may be awarded at the discretion of the home team. For dual meets, these awards shall be provided by the host club at the immediate conclusion of the meet.
- 2. Suitable duplicate awards will be given for all ties in all meets.

I. Stroke & Turn

- 1. These shall be defined in the current USA Official Swimming Handbook

J. Sale of Heat Sheets –

It is forbidden for a host team to sell heat sheets as a MANDATORY purchase to anyone attending a MCAL-sanctioned swim event. Host teams must provide a file of the final heat sheet to their members and opposing team(s) coaches no later than noon the same day of the event. Coaches will make the file available electronically to everyone thru email or a url link. No one should be made to purchase heat sheets UNLESS they PREFER to buy a hardcopy IF the host team has any printed. No team will be forced to print heat sheets for this purpose, however. It will be 100% discretion as to whether host teams print said hard copies.

V. Orders of Events

The following events #1-60 shall govern all dual/tri meets. No events may be omitted or substituted without the consent of all participating teams.

Girls' Events

- 1
- 3
- 5
- 7
- 9

- 6 & Under 25y Butterfly
- 8 & Under 25y Butterfly
- 10 & Under 50y Butterfly
- 12 & Under 50y Butterfly
- 13-14 50y Butterfly

Boy's Events

- 2
- 4
- 6
- 8
- 10

11	15-18 Senior 50y Butterfly	12
13	6 & Under 25y Backstroke	14
15	8 & Under 25y Backstroke	16
17	10 & Under 50y Backstroke	18
19	11-12 50y Backstroke	20
21	13-14 50y Backstroke	22
23	15-18 Senior 50y Backstroke	24
25	6 & Under 25y Breaststroke	26
27	8 & Under 25y Breaststroke	28
28	10 & Under 50y Breaststroke	30
31	11-12 50y Breaststroke	32
33	13-14 50y Breaststroke	34
35	15-18 Senior 50y Breaststroke	36
37	6 & Under 25y Freestyle	38
39	8 & Under 25y Freestyle	40
41	10 & Under 50y Freestyle	42
43	11-12 50y Freestyle	44
45	13-14 50y Freestyle	46
47	15-18 Senior 50y Freestyle	48
49	6 & Under 100y Freestyle Relay	50
51	8 & Under 100y Freestyle Relay	52
53	10 & Under 200y Freestyle	54
55	11-12 200y Freestyle Relay	56
57	13-14 200y Freestyle Relay	58
59	15-18 Senior 200y Freestyle Relay	60

A Freestyle Relay is traditional for dual meets, but a Medley Relay may be substituted if agreed upon.

Final Heat Rule – all heats are official. All swimmers are official. Swimmers will be assigned their final place by their official time except in the case of a judge’s decision, no matter what heat they swim.

VI. Duties of Officials

Each of the assigned officials has specified duties assigned to them to provide a fair and well-run meet. A disqualification can be made by the official within whose jurisdiction the infraction has been committed. The duties of the officials shall be outlined in the applicable rule of the current USS Official Swimming Handbook. All officials shall be familiar with the contents of the MCAL Handbook.

A. Referee

1. The order of events, as stated in Section V, shall not be changed, added to, or altered, except by the Referee (Remember that the present events are only mandatory for "Divisional" meets).
2. He /she has full authority over all officials and shall assign, instruct, and qualify them. He/she shall enforce the rules and decisions of MCAL, and shall decide all questions relating to the actual conduct of the meet, the final settlement of which is not otherwise assigned by said Rules.
3. He/she disqualifies competitors for any violation of the rules that he/she personally observes, such as:
 - i. Obstructing another competitor by swimming across lanes or otherwise interfering will disqualify the offender subject to the discretion of the Referee.
 - ii. No swimmer is permitted to wear any device to help his/her speed or buoyancy during the event.
4. He/she shall signal the Starter that judges and timers are in position before each start.
5. He/She shall give a decision on any point where the opinion of the judges differs. He/she may interfere in a competition at any stage after the start to ensure that the racing conditions are observed.
6. Should a foul endanger the chance of success of a contestant, the Referee shall have the power to allow him/her to swim in the next heat, or should the foul occur in the final heat, he/she may order a re-swim. In case of a collision to foul another contestant, the Referee may, at his/her discretion, disqualify the contestant for whose aid the foul was committed, as well as the contestant committing the foul.
7. With the Head Judge and Head Timer, he/she prepares roster of qualified officials.
8. Coaches and Team Representatives having entrants in any event on the program shall be allowed upon the starting platform or deck of the pool during the progress of any competition (except as noted in Section III, Paragraph 8). Upon being appraised of a violation of this rule, the Referee shall remove such offender immediately. Coaching of contestants during the progress of an event shall not be permitted.
9. A Referee should not interfere unless there is a disagreement between officials responsible for the decision or unless there is an infraction of the rules. The Referee shall have the power to recommend to the League President punitive action for any conduct at a meet which is deemed detrimental to the best interest on the League. Each Club shall be responsible for the actions of its representatives with regards to the conduct of the meet.

B. Starter and False Start Rule

1. He/she has full control of competitors from the time they have been assigned to the proper positions by the Clerk of Course until after the signal to start has been given. Before each event, he/she must receive a signal from the Referee that other officials are in position.
2. He/she places contestants on starting positions and explains to each swimmer the following:
 - i. The distances to be covered;
 - ii. The stroke or strokes to be used, and in what order;
 - iii. The number of laps in the event.
3. Each competitor in any event who breaks or leaves his starting position before the signal is given, or the Starter or Referee issues a recall, a false start unless the Starter verbally relieves one or more of the contestants of the responsibility for the false start.
4. Any competitor who, in the opinion of the Starter, causes unnecessary delay on the start commits a false start.
5. The Starter shall call back all competitors after a false start in any event. Any contestant charged with two (2) false starts must be disqualified but shall have the option to swim the event.

C. Judges

Judges shall not serve as timer in the same event.

1. Head Judge
 - i. Shall instruct, qualify, and assign judges for the following: stroke and turn, finish sweep judges, and take-off judges.
 - ii. With the Referee and Head Timer, the Head Judge compiles the roster of qualified officials.
2. Finish (Sweep) Judges
 - i. There shall be two (2) Finish Judges, one from each team for dual meets.
 - ii. Shall sweep all places, 1-8, depending on the number of lanes. The Lane Timers' watch times shall govern any place(s) where the Finish Judges are not in mutual agreement.
 - iii. May call ties
3. Take-off Judges

There shall be a Take-off Judge(s) for relays. The Head Judge shall instruct each Take-off Judge to station himself/herself in such a position that he/she can be assured of a clear view of the competitors. The Take-off Judge shall determine whether the swimmers are in contact with the mark when the preceding swimmer touches the end of the pool.
4. Stroke Judges (2)

- i. Shall operate on both sides of the pool walking abreast of the swimmers during all strokes.
- ii. Shall ensure that all rules relating to the style of swimming designated for the event are observed.
- iii. Shall report any violations to the Referee on signed slips detailing the event number, heat number, lane number, the swimmer's name, and the infraction.

5. Turn Judges

- i. Shall be familiar with the USS rules governing turns and touches for Freestyle, Breast, Back, and Butterfly strokes.
- ii. Shall operate on both ends of the pool and determine when turning or finishing the swimmer complies with turning and finishing rules applicable to the stroke used.

6. Head Timer

- i. Shall time each event in order to substitute for any Timer if required.
- ii. The decision of the Head Timer as to the exact time of each watch shall be final and absolute.
- iii. Shall instruct timers to clear watches after each event, with Head Judge's approval.

7. Lane Timers

- i. Shall look at the starter's gun and start his/her watch the instant of the flash or smoke, never by sound.
- ii. Shall hold the watch securely, starting and stopping the watch with the same type of finger movement.
- iii. Shall stop the watch immediately when any part of the swimmer touches the solid end of the pool. In the cases where finishes are not at the solid end of the pool, the finish shall be when any part of the swimmer passes through the vertical plane of the designated finish line.
- iv. When reading the watch, it is to be held so that the hand of the watch is in the position of 12 o'clock. If the hand of the watch is toward the following mark, read the following mark.
- v. Shall not clear their watches until given the "Clear Watches" signal by the Head Timer.
- vi. Unless all manual times are by use of digital hand-held watch/timers, the times shall be recorded by tenths with any time reading in the hundredths being recorded to the next slowest tenth.
- vii. If all manual times are used by digital hand-held watch/timers, the times shall be recorded by hundredths.

- viii. the Head Timer shall start his/her watch at the start of every event, This time shall be used if any watch fails to start or stop properly.
- ix. Shall, after an event has started, watch the swimmer in their own lane and not the watch.

8. Clerk of Course

- i. Shall have assistants and should be provided with the names of competitors in all events prior to the start of the meet. He/she should have the swimmers wait behind the starting blocks until the Starts takes control of the event.
- ii. Shall control his/her assistants and assign them such duties as well as assist in the prompt dispatch of all events.
- iii. Shall ensure that the swimmers are in their proper lanes.

9. Scorers

- i. Shall sort and record the order of finish and their times in all events for all swimmers as determined by the Head Judge and Head Timer and shall note all disqualifications.
- ii. Shall compile team scores and at the end of each stroke send the score to the Announcer.
- iii. Shall prepare awards with the name of swimmer, team, stroke, distance. Swimmer's time, age group, and date.

10. Team Representatives

Each team shall designate a person to be the official Team Representative during the meet.

- i. Reporting to the host pool no later than 30 minutes before the meet is scheduled to begin.
- ii. Ensuring his/her team remains in their assigned areas.
- iii. Assuming responsibility for the conduct of the team at all times.
- iv. Consulting with the Referee on any questions pertaining to the League Rules conduct of the meet, or decisions of officials. He/she may not consult with the Referee while an event is in progress.
- v. Lodging protests involving turns, strokes, and other technicalities within 30 minutes after the event has been recorded.

VII. Checklist for Meet Manager at All Meets

A. Preparation of Pool Area

1. Removing dividing boards, ladders, and other obstructions in swimming lanes.
2. Install rope floats and pennant rope.
3. Set up tables with umbrellas for Clerk of Course and Scorers.
4. Test PA system.
5. Designate team areas with adequate shade.
6. Determine start and finish points for all events and the positions of officials.
7. Have pool filled to highest level. Maintain proper chlorine and pH levels of water prior to meet start.
8. Rope off spectator and scoring areas.
9. Have helpers and officials on hand, ready, and briefed on duties no later than 15 minutes before meet is to start.
10. Select assistant who will be stationed in the parking area to regulate the incoming traffic flow and achieve ease of parking. Assistants should be stationed to direct the visiting team to locker rooms and the swim area and visitors to the spectator area. Another assistant should be assigned to the visiting coach.
11. Assign runners to assist Clerk of Course and Head Judge.

B. Equipment List

It is recommended that all teams have the following:

1. Chairs and Tables with umbrellas for Clerk of Course, Scorers, and Announcer.
2. Triplicate forms and meet scoring, Official's Roster Form, and League Record Forms; Individual place ribbons for dual meets; medals and trophies for Championship meets.
3. Ropes, floats, lane marker, and pennant ropes.
4. PA system.
5. Clipboards for Head Timer, Head Judge, and Lane Timers.
6. Pencils with erasers, one-dozen sharpened.
7. Seven accurate stop watches for host timers.
8. Gun and cartridges (available as a spare) or electronic start/timing devices.
9. Towels for starting positions (if slick).
10. Stapler, paper clips.
11. Whistler for Starter and Referee (unless they bring their own).
12. Scissors, tape, scratch, pads, rubber bands.
13. Portable microphone and loudspeaker for Starter.

C. General Administration of Meet

1. Start on time!
2. Permit competitors to warm-up at designated times.

3. All swimmers return to the area while Announcer introduces the Meet, introduces the officials, and describes the Meet (number of events, age-group competing, method of scoring points, etc.).
4. Raise or otherwise display the American flag with appropriate ceremony.
5. The Announcer introduces the coaches and teams.
6. Start the meet. Introduce each event and the competitors in the particular event and the lanes they occupy.
7. Start the meet. Introduce each event and the competitors in the particular event and the lanes they occupy.
8. Periodically give results of the event completed and the score.
9. Announce the meet results. Summarize briefly.
10. Give copy of official score sheet and ribbons to Visiting Team Representatives. The Meet Manager shall make copies of the meet results available to the First Vice-President upon request.

VIII. Junior Championship Swim Meet

Purpose

The purpose of the MCAL Junior Championship Meet is to recognize the achievements of developing swimmers in MCAL league-wide competition.

Qualifying Times

Time standards should be established by evaluating the previous 3 years' time results to determine the current time standard for the present Junior Championship Meet. Time Standards shall be established by the June MCAL Board meeting at the latest.

Limit of Events

Each swimmer may swim 4 individual events.

Awards

Ribbons shall be awarded to 1st – 8th place with participation ribbons for all swimmers participating. Standard Breaker awards will also be given to swimmers equaling or surpassing previous time standards. MCAL shall supply the awards.

Judging

Stroke judging shall follow USS standards.

Entry Fees

Entry fees will be determined by the MCAL Board Members prior to each Junior Championship Meet and will be disseminated to all coaches and League clubs. Swimmer entries participating in the meet should be submitted no later than 2 days prior to the scheduled meet along with entry

fees. Late entries will be accepted at the discretion of the host team. Format for entries must be compliant with the meet invitation.

Costs

The host team shall receive \$250. The host fee covers the cost of facilities. Operational expenses will be voted upon annually by the MCAL Board.

Events

6 & Under: 25y Free, Back, Breast, Fly

8 & Under: 25y Free, Back, Breast, Fly

10 & Under: 50y Free, Back, Breast, Fly

11-12: 50y Free, Back, Breast, Fly

13 & Over: 50y Free, Back, Breast, Fly

Seeding

All events will be timed finals. The best competitive time of all entrants must be submitted in yard times for seeding.

Sessions

The Meet will be held in continuous sessions.

Results

All results shall be saved to disc and provided to the President and VP of MCAL for transition to next year's officers.

IX. MCAL City Championship Meet

Purpose

The purpose of the MCAL City Meet is to provide a competitive program of swimming and diving among MCAL teams. Teams will be divided into Divisions based on size; the goal is to allow similar size teams to compete fairly among each other. Roster count for the season shall be the determining factor for Division Assignment.

Full rosters are due no later than the July Meeting to the MCAL President. A swimmer must be qualified to be eligible to swim the MCAL City Meet by participating in at least two swim meets during the summer. They must also have documented recorded times in at least two swim meets. No exceptions.

Division assignments shall be determined by the MCAL Board no later than the July meeting.

Division Assignments:

Divisions will be determined by using official Roster Counts that are turned in by all MCAL teams on or before the July meeting of the same year. Divisions are tiered every year as follows: 0 -50 swimmers is Division III, 51-100 is Division II and 100+ is Division I. Divisions can be determined and voted on (if necessary) during the June meeting but must be finalized no later than the July meeting. Once Rosters are turned in, they cannot be amended downward in count for any reason, regardless of swimmer changes in club membership, health, or ability to swim prior to the City Meet. Suggested number of Divisions are listed in the table below. The ultimate number of Divisions will be finalized by the Board if/when necessary no later than the July meeting. MCAL Member Teams should never purposely manipulate their roster count or team size to fall under the established tiers mentioned above. (Remember, it's not about the Clubs winning, it's about our swimmers!)

Division	<i>Suggested Number or Teams in Mobile County Aquatic League</i>								
	16	15	14	13	12	11	10	9	8
A	6	5	5	5	6	6	5	5	4
B	5	5	5	4	6	5	5	4	4
C	5	5	4	4					

Limit of Events

Depends on Age: 6 and under = 4 individual events; ages 7 and up = 5 individual events which includes Bonus Event(s). Note on Bonus Event: Any swimmer with a qualifying time may swim an additional bonus event. For the bonus swim, the athlete must be able to swim event legally and be within 3 seconds of the qualifying time. Coach's discretion is strongly encouraged.

Relays

Each swimmer may be entered into a maximum of 2 relays per day. Each team may enter a max of 4 relays per age group; however, only 2 relays per age group per team may score.

Rules

Dual meet rules apply unless otherwise stated.

Awards

Medals and ribbons will be awarded to swimmers as determined by the Swim Meet Committee. 1st – 3rd Place in each event receive medals, 4th – 12th receive ribbons. Participation ribbons will be given for each child – only one ribbon per child.

- A. Age Group High Point: a high-point trophy award will be awarded to the boys and girls in each age group for 1st place with smaller trophies given for 2nd and 3rd place.
- B. Swimmer of the Year:
Awarded to a boy and girl based on the following criteria:
 1. Breaks an MCAL City Championship Record.

2. If tied, record which is broken by the largest margin.
 3. If no records broken, the swimmer closest to breaking the record.
 4. If tied, the swimmer who has scored the most points.
- C. Rebarchak Scholarship: \$500 scholarship to CMSA in the form of a declining balance. Redeemed via the Head Coach/CEO of CMSA. Swim school not eligible. Swimmers must be new to CMSA.
1. An initial Email shall be distributed to all teams detailing the criteria for this scholarship. Reminder emails noting the July 15th deadline will also be emailed as necessary.
 2. Swimmers will submit a one page essay explaining why they want to swim year round with CMSA and why they should receive the scholarship. The President shall assemble a committee to review the essays and vote confidentially for one boy and one girl. Alternate (runners up) should also be identified should the winners not be able to fulfill requirements. Scholarship to be announced at the City Championship Award Ceremony.
 3. A certificate should be created for each recipient.
 4. Recipients shall start CMSA attendance during the fall and winter season. In the event that the recipient cannot attend the fall season, the award will revert to the alternate.
- D. Coach of the Year:
1. Ballots will be submitted by Head Coaches from each team at the Championship Meet. A tally will commence and a winner determined. A plaque or trophy should be given for this award.
- E. 1st – 3rd Place trophies will be given to each team in each established division based on final score.
- F. LeVaughn Hanks Sportsmanship Award
1. Ballots will be submitted by Head Coaches from each team at the Championship Meet. A tally will commence and a winner determined. A plaque or trophy should be given for this award.
 2. Purpose to Award the team demonstrating the highest level of sportsmanship during the Championship meet.
- G. Spirit Award
- This award is given to the MCAL team that demonstrates the most spirit during all days of the City Championship.
1. Ballots will be submitted by Head Coaches from each team at the Championship Meet. A tally will commence and a winner

determined. A plaque or trophy should be given for this award.

Judging

Stroke judging shall follow USA Standards.

Entry Fees

Entry Fees will be determined by the Treasurer and President of MCAL and will ensure that the financial solvency of the organization for the next year. Entry fee amounts will be finalized by the July meeting for all MCAL-sanctioned events.

Costs

The Host of the City Meet, usually CMSA (City of Mobile Swim Association through their Bishop State pool), will receive a fee that is commensurate with the services they provide, i.e. facilities, facilities management, safety, cleaning, scoring, judges coordination, Officials coordination, etc. The amount will be finalized prior to the July Meeting and disclosed to the MCAL Board Members at this time.

Seeding

All events will be timed finals. The best competitive time of all entrants must be submitted in yard times for seeding.

Results

All meet results shall be printed and posted on a wall that is easily visible to anyone wanting to see final results by event. All results will be saved electronically and published on CMSA's and MCAL's websites no later than one day after the meet is over. MCAL records should be protected electronically and in writing by the President to ensure they are always protected.

X. Additional Meets

Additional MCAL-sanctioned meets may be held prior to the City Championship Meet. As of the date of these Rules & Regulations, they include the following:

MCAL Dive Meet

The purpose of this meet is to bring together all divers of any age from each League team that wish to compete. A host team for this meet will be determined by the July Meeting and a host fee of \$250 authorized and paid by MCAL. The host team is responsible for disseminating the specific rules, guidelines, and scoring for the meet to all teams that participate. They are also responsible for coordinating all volunteers, judges and officials necessary to hold the event. Ribbons and trophies for will be procured by MCAL for the event.

MCAL Guppy Meet

The purpose of this meet is to bring together swimmers 6 & Under from each League team that wishes to compete in a final swim meet of the season. A host team for this meet will be determined by the July Meeting and a host fee of \$250 authorized and paid by MCAL. The host team is responsible for disseminating the specific rules, guidelines, and scoring (if any) for the meet to all teams that participate. They are also responsible for coordinating all volunteers, judges, and officials necessary to hold the event.

(Past MCAL-sanctioned meets also included a “Relay Meet” and an “All-star Meet” that brought together swimmers from League teams that wanted to compete in Relays or earned the designation of “all-star” after the City Championship Meet. These meets are certainly permissible as sanctioned events in the future if League teams want to revisit them.)

XI. Swimsuit Technology

Tech Suits – ARE NOT ALLOWED for all MCAL-sanctioned events

MCAL strongly discourages the use of tech suits at any MCAL sanctioned swim meet, including weekly dual meets between Club Members. Examples include: Kneeskins, Powerskins, Fastskins, etc; all makes and brands. Swimmers can be disqualified from each event where a tech suit is worn; no exceptions. Coaches are STRONGLY encouraged to warn swimmers and parents of this rule prior to all meets.

**Mobile County Aquatic League
City Swimming Championship Meet
July, 2019**

Invitations: All current MCAL teams.

Location: Bishop State CC Natatorium, Mobile, AL

Facility: 6-lane x 25 yard indoor competition pool with a 4 foot minimum depth. All swimmers should be able to execute a shallow water dive off the side before attempting to use the starting blocks. The facility also features non-turbulent lane lines and a fully automatic Colorado electronic timing system. This facility has bleacher seating and dressing rooms. **All team areas will be assigned in the gymnasium. No posters may be hung in gym and bleachers will be off limits.**

Rules & Safety: USA Swimming rules will govern the conduct of the meet unless otherwise noted herein. Southeastern Swimming Safety Guidelines will be in effect. *Use of audio or visual recording devices – including mobile phones – is not permitted in changing areas, rest rooms or locker rooms.*

Timing: Primary: Colorado Timing System; Secondary: Stopwatch

Times: Friday AM Session: 8:30 AM

Friday PM Session: 1 hour following the AM session, not before 12:30 PM

Saturday AM Session: 8:30 AM

Saturday PM Session: 1 hour following the AM session, not before 12:30 PM

Awards: ***Individual high point awards in each age group (6 & under, 7, 8, 9, 10, 11, 12, 13, 14, 15-18) and each sex (boy & girl) will be awarded first, second and third place trophies. Athlete points for individual high point races will be based on the final rank compared to ALL athletes entered in the given event; i.e. the athlete with the fastest 8 year old 25 yard freestyle will be awarded 16, second place will receive 13 points, and so forth.***

Team trophies will be awarded in each division. For team scoring, athletes and relays will earn points based on the final rank compared to athletes from their division, i.e. that top ranked athlete in each division for the 8 year old 25 yard freestyle will be awarded 16 points.

Medals will be awarded to the top six finishers in individual events. Ribbons will be awarded for 7th through 12th places. Medals for the relay teams will be given for first place.

Second through twelfth place will receive ribbons. All swimmers will receive a participation ribbon.

The Awards Ceremony will take place approximately one (1) hour following the conclusion of the meet. Any unclaimed awards will be available at the next MCAL meeting.

Entries: Team entries must be received by 7:00 pm on Sunday, July 23. All entries should be electronically submitted via e-mail to SHSCcoachTK@aol.com, and in the format of a Team Manager or Team Unify entry file. Teams will receive e-mail verification of entry receipt.

Athletes may be entered in a maximum of 5 individual events for the meet. Additionally, each athlete may be entered in up to 2 relays per day. Swimmers must have achieved the times standard and participated in at least two (2) MCAL meets to qualify.

Athlete age the first day of the meet will determine the age of all swimmers. No swimmer will be allowed to compete if he or she has reached his or her 19th birthday.

**Clerk of
of Course:** Clerk-of-course will be set up for swimmers to line up before races. Swimmers will be able reach clerk-of-course from the team areas. Only swimmers, coaches, and meet workers Will be allowed under the clerk of course tent, all other visitors should stay in designated areas. It is the swimmer's responsibility to report to the Clerk of Course.

Scoring: The first twelve (12) places in each event will be scored as follows:

- Individual: 16-13-12-11-10-9-7-6-5-4-3-2-1
- Relay: 32-26-24-22-20-18-14-12-10-8-6-4-2
 - Only two relays per team may score in an event.

Concession: Breakfast, lunch, snacks, and drinks will be available throughout the day. Heat sheets and City Meet Shirts will be for sale.

General Info: No chairs on the pool deck. Team Areas will be assigned in the gymnasium. Make sure your swimmers bring games, something soft to sit on, and warm clothing. There must be an adult supervising each team area at all times, no exceptions. Team areas must be kept up and cleaned at the end of each session. No glass containers allowed on site.