

COMMUNITY SWIM ASSOCIATION

RULES

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COMMUNITY SWIM ASSOCIATION RULES

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COMMUNITY SWIM ASSOCIATION RULES

Section 1 NAME

The name of this organization will be the “Community Swim Association” (CSA).

Section 2 AUTHORITY

Organized by agreement of the majority of the Board of Directors made up of two (2) representatives from each of the Member Community Pools.

Section 3 PURPOSE

The purpose of this organization shall be to encourage and to promote competitive swimming as a part of the programs offered by the member community pools. A further purpose is to provide a means whereby these member pools may express their views and make recommendations to a controlling body empowered to affect a program of competitive swim meets conducted on an ethical and equitable basis.

Section 4 MEMBERSHIP

- A. Acceptance of a pool or club (hereinafter “pool” or “club,” such terms to be interchangeable) into the association is a privilege granted by a majority of the Board of Directors of the Community Swim Association. The Board of Directors will have the right to terminate the membership of any pool or to refuse membership to any new pool.
- B. For any club to be considered for CSA membership, the club must be located within the limits of Guilford County, North Carolina. The new club will automatically compete in the CSA Championship Meet.
- C. Each member pool is expected to furnish two (2) representatives from its pool to serve on the Board of Directors. These representatives are encouraged to serve two (2) years on the Board of Directors, the terms of each member expiring in alternate years. Each pool will have one (1) vote on any matter to be voted on in the Board of Directors meeting.
- D. An annual fee will be assessed each pool for the purpose of providing operating funds for the association. The Board of Directors will determine the amount of the assessment each year.

Section 5 OFFICERS AND EXECUTIVE COMMITTEE

- A. The officers will be made up of President, Vice President-CSA Championship Meet Director, President Elect, Vice President-Rules, Vice President-Assistant CSA Championship Meet Director, Vice President- Director of Automation, Corresponding

46 Secretary, Recording Secretary, and Treasurer. The officers will be elected by a majority
47 vote of the Board of Directors of the Community Swim Association to serve an initial
48 term of three (3) years and may serve additional one (1) year terms if reelected, with the
49 exception of the President, which may not serve more than three (3) years consecutively.
50

- 51 B. The officers will not necessarily have to be members of the Board of Directors, but must
52 be members of a member pool. Each pool will be limited to one (1) vote on the Board of
53 Directors, and the President will not have a vote.
54
- 55 C. The election of these officers will take place at the first Board of Directors meeting in the
56 calendar year.
57
- 58 D. The Executive Committee will be made up of the officers as designated in Section 5A of
59 the rules plus three Members At-large. A minimum of two (2) of these 10 Executive
60 Committee members must be drawn from pools with a swim team membership of less
61 than one hundred (100) swimmers.
62
- 63 E. The Executive Committee will have the authority to approve the CSA dual meet schedule
64 without approval of the Board of Directors, and may be granted authority by the Board to
65 act on its behalf in other matters.
66

67 **Section 6 DUTIES OF THE OFFICERS**
68

- 69 A. The President will preside over all the meetings of the Board of Directors and will be a
70 member ex-officio of all committees.
71
- 72 B. The Vice President-CSA Championship Meet Director will have the duties of the
73 President when the latter is unable to attend or to preside, and the further duty of Director
74 of the CSA Championship Meet.
75
- 76 C. The Vice President-Rules will have the duty of overseeing the Rules for CSA as well as
77 training and oversight of meet officials.
78
- 79 D. The Corresponding Secretary will perform duties that ordinarily pertain to the office.
80
- 81 E. The Recording Secretary will maintain proper minutes of all meetings.
82
- 83 F. The Treasurer will be responsible for all monies of the organization.
84
- 85 G. The Vice President-Director of Automation will have the duties of overseeing all
86 computer systems for entries and scoring and of developing training for automating the
87 member pools.
88
- 88 H. The President Elect will become familiar with the duties of all officers and will assist in
89 projects as assigned by the President.
90

91 I. The Members At-large will conduct projects and accept duties as assigned by the
92 President and other officers.

93
94 J. The Vice President-Assistant CSA Championship Meet Director will assist the
95 Championship Meet Director as requested and will assume the duties of the CSA
96 Championship Meet Director should he/she be unable to serve in that capacity.

97
98 **Section 7 MEETINGS**

99
100 A. The Executive Committee will meet no later than March 20, and the Board of Directors
101 will meet no later than May 1 of each year to begin the program for the year, and at all
102 other times designated by the President. Notices of each meeting must be received at
103 least 24 hours in advance.

104
105 B. The Agenda of a meeting will be:

- 106
107 1. Call to Order
108
109 2. Minutes of Previous Meeting
110
111 3. Reports of Committees
112
113 4. Communications
114
115 5. Old Business
116
117 6. New Business
118
119 7. Adjournment

120
121 C. Quorum -- Fifty percent (50%) of the voting membership of the Board of Directors will
122 constitute a quorum.

123
124 D. All meetings will be conducted by Roberts Rules of Order.

125
126 **Section 8 COMMITTEES**

127
128 A. There will be the following Standing Committees of the Community Swim Association.
129 Upon receipt of a recommendation from the Board of Directors, the President will
130 appoint a chairman of each committee; each chairman will then select the rest of his or
131 her committee from the membership of any pools or ex-officio members.

- 132
133 1. Rules Committee -- This committee will draw up Rules and Regulations of the
134 Association subject to approval by a majority vote of the Board of Directors. It
135 will periodically review the Rules and Regulations and initiate such changes as it

136 deems necessary. The Rules Committee will, in conjunction with the President,
137 make decisions on any disagreements between member clubs regarding dual
138 meets or championship meet activities as related to officiating, scoring, and
139 interpretation of USA Swimming Rules. The Executive Committee will make
140 decisions regarding eligibility of swimmers.

- 141
- 142 2. Scheduling Committee -- This committee will establish the time, place, and date
143 of all Community Swim Association dual swim meets.
- 144
- 145 3. Prizes and Awards Committee -- This committee will be responsible for purchase
146 and distribution to each pool of an adequate number of prizes and awards for each
147 meet. This committee will decide the type of awards for the Community Swim
148 Association Championship Meets.
- 149

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154 **COMMUNITY SWIM ASSOCIATION**

155 **GENERAL AND DUAL MEET RULES**

156

157 **I. ELIGIBILITY OF SWIMMERS TO PARTICIPATE IN THE CSA**

158 **COMPETITIVE SWIMMING PROGRAM**

159

- 160 A. All swimmers must be members of the pool organization for which they swim,
161 and swimmers may compete for only one CSA member pool. A swimmer must
162 make a decision about which pool he or she will swim for not later than the first
163 dual meet of the season. A swimmer may change community teams during the
164 middle of the season upon approval of the Board of Directors.
- 165
- 166 1. Any swimmer who is an employee of the pool and who has membership
167 only by virtue of that employment is ineligible to swim for that pool.
- 168 2. A swimmer whose parent or parents are employees of a member pool, and
169 thereby has a family membership, is eligible to swim.
- 170 3. Swimmers on CSA Teams must be members of their club/pool on the
171 same basis as non-swim team members.
- 172 4. All swimmers must be active dues-paying members of their club/pool and
173 must have pool privileges for the entire swim season (summer), not just
174 during the swim team season. "Swim Team Only" memberships are not
175 permitted, nor are memberships limited to the swim team season.
- 176 5. Swimmers who have individual swimming privileges rather than family
177 swimming privileges shall not be eligible to compete in the CSA without
178 prior approval of the Executive Committee.
- 179

- 180 B. CSA team coaches who have USA Swimming team members eligible to swim
181 with their CSA teams must conduct team practice and meet tryouts in a fair
182 manner to assure each swimmer who regularly practices with the team an
183 opportunity to swim competitively. Therefore, it is recommended that all CSA
184 team coaches require USA Swimming team swimmers to attend a minimum of
185 one (1) practice weekly during the CSA season in addition to attending the
186 regularly scheduled trials for team representation in competitive swimming meets.
187
- 188 C. Any swimmer's eligibility to swim in CSA meets, no matter his or her age, shall
189 end at the end of the CSA Championship Meet of the first CSA swimming season
190 after his or her graduation from high school.
191
- 192 D. A swimmer must participate in at least one dual meet during the season to be
193 eligible to swim in any session of the CSA Championship Meet.
194
- 195 E. Notwithstanding the age restriction that otherwise would apply, any swimmer who
196 is 19 years old or younger may participate in Community Swim Association meets
197 during the first CSA swimming season after his or her graduation from high
198 school. Swimmers eligible to participate under this rule shall be included in the
199 15-18 age group.
200

201 **II. PROTESTS AND PENALTIES**
202

- 203 A. Any protests as to the eligibility of a swimmer to compete in CSA meets should
204 be made in writing to the Executive Committee. The penalty for the first
205 infraction will be disqualification, in the meet under protest, of the entire age
206 group -- either male or female -- in which the infraction occurred.
207
- 208 B. The CSA Executive Committee may recommend appropriate action if any
209 swimmer or coach is deliberately or consistently in violation of the above rules.
210

211 **III. DUAL MEET SCHEDULING FORMAT**
212

213 The Scheduling Committee will compose and publish a stratified dual meet schedule
214 based upon order of finish in the previous CSA Championship Meet.
215

216 **IV. USA SWIMMING RULES**
217

- 218 A. Except where expressly stated within these CSA rules, USA Swimming Rules
219 will govern the conduct of all CSA Dual and Championship Meets.
220
- 221 B. Each member team of CSA must have representatives from that team who are
222 either USA Swimming-certified officials or who have attended a CSA-approved
223 officials clinic since January 1 of the current swim season in accordance with
224 CSA Bylaws section XII. This official's requirement must be met prior to the

225 team's participation in the CSA season.

- 226
- 227 C. CSA is committed to fostering a fun, healthy and safe environment. For this
- 228 reason, we require each member organization take appropriate steps to protect
- 229 swimmers by instituting written policies surrounding coaches' access to
- 230 swimmers outside of scheduled practices, meets, etc., in particular electronic
- 231 communication (texting, email, etc.) and travel (ex. rides to and from meets) as
- 232 well as defining what is appropriate and inappropriate contact between coaches
- 233 and swimmers. Further, these policies are to be communicated to coaches and
- 234 parents at the start of each swim season.

235 ** Resources for athlete protection issues can be found at www.usaswimming.org

- 236
- 237 D. CSA recommends, but does not require, that a certified life guard (other than a
- 238 CSA coach involved in the meet) be on duty during all practices, warm-ups, and
- 239 meets.

240

241

242 V. **AGE GROUPS**

- 243
- 244 A. Age groups will consist of the following: 6 & under, 8 & under, 9-10, 11-12, 13-
- 245 14, and 15-18. Eligibility to compete in a particular age group shall be
- 246 determined by the swimmer's age on June 1st of the current swim season.
- 247 B. Participants must swim in their respective age groups with the exception of relays
- 248 (see Section V Rule C. below). Violation of this rule will result in disqualification
- 249 of the offending swimmer from events illegally swum.
- 250 C. Relays: There may be two (2) members of a relay team from any younger age
- 251 group. Such substitutions with younger swimmers may be made to fill slots due
- 252 to an inadequate number of members of the older age group, but may not be made
- 253 to replace older swimmers who otherwise are eligible to swim on the relay in
- 254 question. Violation of this rule will result in disqualification of the offending
- 255 relay team.

256

257

258 VI. **ENTRIES AND SUBSTITUTIONS**

- 259
- 260 A. By 12:00 PM noon on Sunday before the meet, Home team admin volunteer (may
- 261 be coach or other volunteer) emails exported Team Manager "TM" event file to
- 262 Visitor team coach and team representatives. Standard Order of Events and Entry
- 263 limits are set in this file. A swimmer can swim a maximum of five (5) events - no
- 264 more than three (3) individual events and no more than two (2) relays.
- 265 B. By 2:00 PM Monday before the meet, Visitor team emails TM file back to Home
- 266 team for import to Meet Manager (MM) and meet seeding combined with Home
- 267 team entries. It is preferable that entry times be included with entries and that
- 268 relay names are provided.

- 269 C. Admin volunteer seeds the meet:
270 a. Visitor swimmers are placed in odd lanes and Home swimmers in even lanes.
271 b. Swimmers will be seeded by time with events swum fastest to slowest.
272 c. Admin volunteer runs Exception Report to identify individuals who exceed
273 entry limits and sends to coaches for correction when emailing the preliminary
274 heat sheet (below).
275 d. Admin volunteer checks that entries result in only one heat of individual
276 medley, distance free, and medley relay events. Excess entries shall be
277 scratched from the meet based on entry times and the coach notified via email
278 for any modifications in final entry choices.
279 e. Admin volunteer adjusts final heats in each event to ensure they have at least 3
280 swimmers whenever practical based on total numbers of heats and swimmers
281 in an event.
- 282 D. By 8:00 PM Monday before the meet Home team emails the preliminary heat
283 sheet to both coaches for review and /or corrections.
- 284 E. By 12:00 PM on Tuesday the day of meet, coaches email final changes or
285 corrections to Admin. NOTE: changes by swimmer are emailed with Event
286 adding/Event scratching information- not a new entry file. Home team prints
287 Lane/Timer sheets, final heat sheets and official's reports before the meet begins at
288 5:30. (Entry Labels can be printed and affixed to cards if they are being used in
289 place of Lane/Timer sheets. The Clerk of Course)
- 290 F. At 5:20 PM - 10 minutes before the scheduled meet starting time, entries are
291 considered final. This includes relay swimmers.
292 Each team will be allowed five (5) entry changes after that, provided these
293 substitutions are reported to the Scorer at least two (2) events before the entry
294 change. Scorer will assign heat and lane and communicate changes to Clerk of
295 Course and Meet Referee.
296 To avoid disqualification, changes to the order of relay swimmers must be
297 communicated to the lane Timer before the start of the Heat in which the relay
298 team is entered. A change in the order of relay swimmers before the Heat is swum
299 is not defined as an entry change.
300 It is the duty of the Scorer to keep track of entry changes for each team using the
301 Additional Swimmer Log.
302

303 VII. AWARDS

304
305 Awards will be made available at the conclusion of each dual meet. For individual events,
306 1st- through 10th -place ribbons will be awarded. For relays, 1st-through 4th-place ribbons
307 will be awarded. At the discretion of the host club, ribbons for 5th and 6th places in relays
308 for swimmers 8 years of age and under may be awarded. Ribbons are awarded for places
309 corresponding to actual times swum, not by place scored. CSA ribbons may not be used
310 as "participation" ribbons or as awards at unofficial meets.
311
312
313

314 VIII. **DISTANCES**

315
316 Exact distances for dual meets will depend upon each pool’s dimensions but will be as
317 close as possible to the following:

318		
319	6 & Under Individual	25 yards
320	6 & Under Relays	100 yards
321	8 & Under Individual	25 yards
322	8 & Under Distance Freestyle	50 yards
323	8 & Under Relays	100 yards
324	Individual Medley	100 yards
325	Distance Freestyle	100 yards
326	9-10, 11-12, 13-14, 15-18 Individual	50 yards
327	9-10, 11-12, 13-14, 15-18 Relay	200 yards
328		

329 IX. **SCORING**

330
331 Scoring for CSA dual meets will be as follows:

332
333 Relays

334 Ten (10) points for 1st place; five (5) points for 2nd place.

335 A club may enter multiple relay teams in an event; however, only one (1) relay team may
336 score points for the club in that event.

337
338 Individual Events – Four-lane Pool

339 7 – 5 – 4 – 3

340 Points are awarded up to four (4) places with each team awarded points for their top two
341 (2) swimmers.

342
343 Individual Events – Six- or Eight-lane Pool

344 7 – 5 – 4 – 3 – 2 – 1

345 Points are awarded up to six (6) places with each team awarded points for their top three
346 (3) swimmers.

347
348 X. **STARTING BLOCKS, WATER DEPTH, AND IN-WATER STARTS**

349
350 A. If a club chooses to use starting blocks, the blocks must be attached to permanent
351 anchors in the deck of the pool. USA Swimming Rules regarding depth of water
352 and use of starting blocks will be followed.

353
354 B. Pools with water depth of less than four (4) feet at the start and/or turn end are
355 required to use in-water starts. Diving from the blocks or the deck in water less
356 than four (4) feet during a CSA practice or dual meet is strictly prohibited.

357 1. When starting a race in the water, a swimmer must have at least one hand
358 in contact with the wall or starting platform.

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- 2. Relay swimmers beginning their leg of a relay in the water must maintain contact with the wall until the incoming swimmer has touched.

XI. STARTING TIMES

All dual meets will begin at 5:30 p.m. Warm-ups are to begin at 5:00 p.m.

XII. JUDGES, OFFICIALS, AND POSTPONEMENT OF MEETS

- A. Listed below are the minimum required volunteers to be provided by each team participating in the dual meet.

	<u>Home Team</u>	<u>Visiting Team</u>
Referee*	1	
Starter*	1	
Stroke & Turn Judge*	2	2
Timers and Watches per Lane	2	1
Clerk of Course Workers	2**	2**
Scorer	1	1
Card Sorter	1**	1**

* Must hold current USA Swimming or CSA certification in this position

** Larger teams will require more volunteers in these areas

Names of officials should be turned in to the meet referee fifteen (15) minutes before scheduled meet starting time. A coach may be the starter only by mutual consent of both teams. Order of finish disputes will be settled by the referee.

- B. CSA encourages the use of three (3) timers per lane (two provided by the home team, one by the visiting team) for dual meets. The intermediate watch time shall be the official time. If a meet is run with only two timers per lane, an average of the two watches shall be the official time.

- C. The home team representative is responsible for retaining the original copy of the score sheet, signed by representatives of both teams, and will make available upon request by CSA.

- D. Postponement of any dual meet will be by mutual consent of both teams or by the decision of the Meet Referee, whose decision is not dependent on the consent of the teams. Dual meets may be postponed for the following reasons:

- 1. Weather conditions that prohibit or limit competitive swimming -- primarily rain, lightning, and unseasonable cold.

395 2. Any abnormal event that creates unsafe or unsatisfactory conditions for the
396 proper and fair conduct of a meet.

397
398 E. The mutual decision of the teams to postpone a dual meet will be made no earlier
399 than six (6) hours and not later than two (2) hours prior to the scheduled dual
400 meet. The coaches of the competing teams will appraise any conditions occurring
401 within two (2) hours prior to the meet, which are grounds for postponement. By
402 mutual consent of the teams, the dual meet may be postponed, provided such
403 postponement will occur not earlier than 30 minutes after the scheduled meet
404 time. The Meet Referee may declare the meet postponed at any time beginning at
405 the earlier of: when warm-ups begin or 30 minutes before the meet is scheduled to
406 begin. The teams must schedule the meet for a date no later than one day prior to
407 the CSA Championship Meet.

408
409 F. The CSA President shall appoint a team of three (3) referees to act as a mediator
410 in case of disputes pertaining to postponements. A team failing to compete when
411 a meet is cancelled by the Meet Referee or by mutual consent of both teams will
412 forfeit such meet. The score for the team winning by forfeit will be its average
413 score for the season. The score for the team losing by default will be zero.

414
415 G. If bad weather conditions occur after a meet has started, the meet may be called
416 final instead of postponed only with the mutual consent of both pool
417 representatives and coaches involved.

418
419 H. Individuals who have complaints about meet conditions or other non-swimmer
420 issues at dual meets should bring said complaint to the attention of their team
421 representative. If action is required, it will be decided after discussion between
422 the respective team representatives and the meet referee.

423
424 I. Misconduct at dual meets by officials, teams, or spectators will be handled
425 immediately by the Meet Referee and reported to a meeting of the CSA for any
426 further action necessary to prevent a recurrence. The CSA, by a majority vote, has
427 the authority to disqualify a team from further participation in the CSA meets for
428 the misconduct of its swimmers, parents, or coaches at a dual meet.

429
430 **XIII. ALCOHOL, SMOKING, AND DRUG POLICY**

431
432 A. Alcohol, illegal drugs, controlled substances, and the like are not permitted during
433 any CSA event. A team whose parents or other spectators or officials are
434 consuming any such substances on the pool premises during a dual or
435 championship meet, or who is present at such meet and who is obviously impaired
436 as a result of having done so regardless of when or where, shall have the
437 following penalties imposed:

- 440 1. On the first violation, the Meet Referee shall warn the offending person
441 that he or she shall be required to leave the premises for the balance of the
442 meet if he or she persists in the violation.
443
444 2. If the person persists in the behavior after an initial warning, the Meet
445 Referee shall require the person consuming the substance in question to
446 leave the premises for the balance of the entire meet.
447
448 3. The Meet Referee shall have the right to impose any additional penalty
449 that he decides is appropriate under the circumstances.
450
451 B. Smoking and other tobacco products also are prohibited on the pool deck and in
452 the areas that swimmers use during the meet or during the warm-up periods in
453 connection with the meet. A team whose parents or other spectators or officials
454 are using any such substances in such areas during a dual or championship meet
455 shall have the following penalties imposed:
456
457 1. On the first violation, the Meet Referee shall warn the person that he or
458 she shall be required to leave the premises for the balance of the meet if he
459 or she persists in the violation.
460
461 2. If the person continues to use such substances after an initial warning, the
462 Meet Referee shall require the offending person consuming the substance
463 in question to leave the premises for the balance of the entire meet.
464
465 3. The Meet Referee shall have the right to impose any additional penalty
466 that he decides is appropriate under the circumstances.
467
468 C. Any dispute regarding the imposition of any sanction under this rule, or the failure
469 to impose a penalty under this rule, shall be referred to the CSA President, who
470 shall confer with the CSA Executive Committee regarding the dispute, and the
471 President shall issue a final decision promptly thereafter.
472

473 **XIV. Swimwear and Appropriate Attire**

- 474
475 A. Swimmers are not allowed to wear team attire from USA Swimming clubs on
476 deck during CSA dual meets or the CSA Championship Meet.
477

478 **XV. Miscellaneous Rules**

- 479
480 A. All CSA meets (Dual, Tri, or Championship) are required to utilize “Dive-Over”
481 starts for all age groups. Swimmers, after completing their race, will remain at the
482 wall until the next heat is started. At that time, they may exit the pool.
483
484
485

**CSA CHAMPIONSHIP MEET
RULES AND NOTES**

I. ENTRY PROCEDURES

- A. Each team may enter a total of three (3) official swimmers per individual event, and only one (1) official relay team per relay event.
- B. Any swimmer can swim a maximum of five (5) events -- no more than three (3) individual events, and no more than two (2) relays.
- C. Each team will pay an entry fee per swimmer, which is to be turned in to the Treasurer with meet entries and an updated roster. The Board of Directors shall determine the amount of the entry fee each year. Entry fees are non-refundable. If swimmers are entered but fail to show for the Meet, their fees will not be refunded to the club.
- D. There will be no substitution of swimmers allowed once the meet entry deadline has passed, except as stated in the Medical Exception rules.
- E. Posting Procedure:
 - 1. Each club must post a list of CSA Championship Meet entries at a prominent and publicized place at their pool at least 48 hours prior to the entry deadline.
 - 2. The CSA Championship Meet entries must be reviewed by both the Club Representatives and by the Coach. Both Representatives and the Head Coach will sign the list after their joint review and before it is posted.
 - 3. Members of the CSA Executive Committee may visit each pool to verify the procedure has been followed. Clubs failing to comply will be charged with higher CSA Championship Meet entry fees.
 - 4. Parents are responsible for checking the posted entries and for bringing any discrepancy to both the Coach and Team Representatives' attention.
 - 5. Any discrepancy must be resolved prior to the entry deadline.
 - 6. All Entries will be considered final. Current rules allow a Coach to leave an entry slot blank and enter a swimmer who is not entered in the meet as a late entry. A swimmer who is entered under normal circumstances cannot be moved to a blank slot.

531 F. Late entries will be accepted prior to the completion of warm-ups on the first day
532 of Trials at the beginning of the CSA Championship Meet.

533
534 1. A team's number of entrants per event and an individual's number of
535 events are considered finalized for purposes of late entries at the official
536 deadline. (Only vacant spots on team entry sheets at this point may be
537 filled with late entries.)

538
539 2. Late entries will not be accepted for any swimmer who is already listed on
540 the official team entry above.

541
542 3. Late entries will be charged a \$7.00 entry fee. Payment and roster sheets
543 must accompany entry, or entry will not be accepted.

544
545 4. Late-entered swimmers will be seeded in heats at the Referee's discretion.

546
547 5. In seasons when CSA Championship Meet entries must be submitted prior
548 to the last dual meet, coaches may enter swimmers who have not swum in
549 a preceding meet by certifying that the swimmer will swim in a meet prior
550 to the CSA Championship Meet.

551
552 II. **SWIMMER ELIGIBILITY**

553
554 A. A swimmer is eligible for the CSA Championship Meet as long as he or she has
555 swum in at least one dual meet for that CSA team during the current season.

556
557 B. Eligibility to compete in a particular age group shall be determined by the
558 swimmer's age on June 1st of the current swim season.

559
560 III. **SCRATCH RULES**

561
562 A. Scratch rule for the CSA Championship Meet: Each swimmer will be responsible
563 for being at the meet in time for his or her scheduled events, and will report to the
564 proper meet authorities promptly upon call.

565
566 1. Pre-seeded meets -- Each swimmer will report promptly to the Clerk of
567 Course at least one event prior to the start of each race in which he or she
568 is entered.

569
570 (a) A swimmer not reporting for or competing in any individual timed
571 final event will not be penalized.

572
573 (b) Any swimmer not reporting for or competing in a preliminary heat
574 when finals are scheduled will not be penalized.

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2. Scratching from consolation finals and finals will be addressed in the following manner:
 - (a) Any swimmer qualifying for a consolation final or final race in an individual event who fails to compete in said race will be barred from their next individual swim (prelims, consolation final, or final).
 - (b) In the event of withdrawal or barring of a swimmer from competition, the referee will fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates will be announced along with the final qualifiers. These alternates will not be penalized if unavailable to compete in the finals.
 - (c) Where consolation finals have not yet been swum and barring or withdrawal is known to the Referee, the Referee will reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.
 - (d) If the consolation final has already been swum, the companion final will be swum without reseeding for the empty lane(s).
3. Exception for failure to compete -- No penalty will apply for failure to withdraw or compete in an individual event if:
 - (a) The Referee is notified in the event of illness or injury, and accepts proof thereof.
 - (b) A swimmer qualifying for a consolation final or final race following the preliminaries notifies the Referee within 30 minutes after posting of the qualifiers for that final race that he or she will not compete.
 - (c) It is determined by the Referee that failure to compete is caused by circumstances beyond the control of the swimmer.

621 IV. **SCORING**

622 Scoring for the CSA Championship Meet will be as follows:
623

624	<u>Finals</u>	<u>Consolation</u>	<u>Relay Finals</u>	
625	1-24	1-11	1-33	11-12
626	2-21	2-9	2-30	12-10
627	3-20	3-8	3-28	13-8
628	<u>Finals</u>	<u>Consolation</u>	<u>Relay Finals</u>	
629	4-19	4-7	4-26	14-7
630	5-18	5-6	5-24	15-6
631	6-17	6-5	6-22	16-5
632	7-16	7-4	7-20	17-4
633	8-15	8-3	8-18	18-3
634	9-14	9-2	9-16	19-2
635	10-13	10-1	10-14	20-1

636
637 V. **AWARDS**

638
639 A. General: Awards for the CSA Championship Meet will be placed in respective
640 team boxes for the team coaches to distribute to the winners.

641
642 B. All swimmers who place first in three (3) individual events, regardless of age
643 group, in the CSA Championship Meet shall be recognized as Golden Swimmers,
644 and will be honored at the end of the CSA Championship Meet.

645
646 C. All CSA Championship records for individual events must be swam in the
647 individual events. Relay lead-off times will not be considered for individual event
648 CSA Championship Meet Records.

649
650 VI. **MISCONDUCT**

651
652 A. Misconduct at championship meets by officials, teams, or spectators will be
653 handled immediately by the Referee and reported to a meeting of the CSA for any
654 further action necessary to prevent a recurrence. The CSA, by a majority vote, has
655 the authority to disqualify a team from further participation in CSA meets for the
656 misconduct of its swimmers, parents, or coaches at a championship meet.

657
658 B. A team shall not change its CSA Championship Meet entries in response to the
659 posted entries of another team (see Section I.E., above).

660
661 C. If a team changes its CSA Championship Meet entries in an apparent response to
662 another team's posted changes, all swimmers whose entries have been changed
663 shall be disqualified from competing at the CSA Championship Meet.
664
665

666 D. If the violation of this rule is not discovered until after the CSA Championship
667 Meet is over, the team who commits the violation shall forfeit all points it
668 obtained because of the violation, and all swimmers whose entries have been so
669 changed shall return their awards to CSA, which shall be distributed to the other
670 swimmers in the event(s) in question.
671

672 VII. **APPEAL OF CSA CHAMPIONSHIP MEET RESULTS**
673

674 Any appeal of the Results of the CSA Championship Meet must be made within three (3)
675 days following the end of the Meet. The appeal must be made in writing to the CSA
676 Championship Meet Director, who will meet with the Scoring Committee Chairman and
677 the President of CSA for a review of the results.
678

679 **RULES FOR DAY 1**
680 **OF THE CSA CHAMPIONSHIP MEET**

681 I. **PURPOSE AND INTENT OF THE SESSION**
682

683 A. The purpose of the Day 1 Session of the CSA Championship Meet will be to
684 allow as many children as possible an opportunity to swim and compete in the
685 CSA Championship Meet.
686

687 B. It is the Coach's responsibility to remember the spirit and intent of the Day 1
688 Session of the CSA Championship Meet competition. Coaches should refrain
689 from allowing participation by a stronger swimmer in the Day 1 Session of the
690 CSA Championship Meet for any reason.
691

692 II. **SESSION COMPOSITION**
693

694 A. The Day 1 Session of the CSA Championship Meet will be composed of
695 swimmers who are not able to compete in the Day 2 or Day 3 Championship
696 sessions.
697

698 B. Age groups will consist of the following:
699

700 <u>Individual</u>	700 <u>Free Relays</u>
701	
702 1. 6 & under Free Style & Backstroke only	1. 6 & under
703 2. 8 & under All Strokes	2. 8 & under
704 3. 9-10 All Strokes	3. 9-10
705 4. 11-12 All Strokes	4. 11-12
706 5. 13-18 All Strokes**	5. 13-18
707	

708 **Note: Swimmers ages 13-18 shall be seeded and swum together in individual
709 events. However, the results from these events shall be placed and scored as
710 separate age groups of 13-14 and 15-18.

711
712 C. Each team will have unlimited entries for each event. Each swimmer will be
713 allowed to swim only three (3) individual events, including any events entered for
714 Day 2 and Day 3 of the Championship sessions.
715

716 **III. SWIMMER ELIGIBILITY**
717

718 A. A swimmer may participate in the Day 1 Session of the CSA Championship Meet
719 as long as the swimmer does not exceed three (3) individual events during the
720 entire CSA Championship Meet
721

722 B. For a swimmer to be eligible to swim in the Day 1 Session of the CSA
723 Championship Meet, he or she must have swum in a minimum of one (1) dual
724 meet during the current season.
725

726
727 C. A swimmer may not be entered to swim the same individual event more than once
728 (swimmer may not swim the 50 free on Day 1 and again on Day 3).
729

730 D. A swimmer may not swim in more than two (2) relay events during the three-day
731 period of the CSA Championship Meet.
732

733 E. A swimmer may not be entered to swim in a Free Relay event more than once
734 (i.e., a swimmer may not swim the 200 Free Relay on Day 1 and again on Day 3).
735

736 **IV. SCORING**
737

738 A. The Day 1 Session of the CSA Championship Meet will be scored as follows:
739

<u>Individual</u>	<u>Relays</u>
741 1 - 11 points	1 - 22 points
742 2 - 9 points	2 - 18 points
743 3 - 8 points	3 - 16 points
744 4 - 7 points	4 - 14 points
745 5 - 6 points	5 - 12 points
746 6 - 5 points	6 - 10 points
747 7 - 4 points	7 - 8 points
748 8 - 3 points	8 - 6 points
749 9 - 2 points	9 - 4 points
750 10 - 1 point	10 - 2 points

751
752 B. If staffing is available, the Meet Director can decide to swim 12 lanes per heat to
753 shorten the length of the meet.
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V. **ENTRY FEE**

- A. Each team will pay an entry fee per swimmer in the Day 1 Session of the CSA Championship Meet. Entry fees are to be turned in to the Treasurer with the entry sheet one (1) hour prior to the start of the meet. The Board of Directors shall determine the amount of the entry fee each year.

- B. Entry fees are non-refundable. If swimmers are entered but fail to show for the Meet, their fees will not be refunded to the club.

768 VI. **MISCONDUCT**

769
770 The same rules on this subject that apply to the CSA Championship Meet apply to the
771 Day 1 Session of the CSA Championship Meet.

772
773 VII. **APPEAL OF DAY 1 MEET RESULTS**

774
775 Any appeal of the Results of the Day 1 Meet must be made within three (3) days
776 following the end of the Meet. The appeal must be made in writing to the CSA
777 Championship Meet Director, who will meet with the scoring committee chairman and
778 the President of CSA for a review of the results.

779
780 VIII. **POSTPONEMENT OF MEETS**

781
782 A. Except as set out below, postponement of the Day 1 Session of the CSA
783 Championship Meet will be by the decision of the CSA Vice President in charge
784 of the Championship Meet.

785
786 B. Any conditions occurring within two (2) hours prior to the meet that are grounds
787 for postponement based on such conditions will be appraised by the CSA Vice
788 President who shall make his or her decision to postpone within 30 minutes prior
789 to the meet, or when warm-ups begin, whichever is earlier.

790
791 C. The Meet Referee also may declare the meet postponed at any time beginning at
792 the earlier of: when warm-ups begin or 30 minutes before the meet is scheduled to
793 begin.

794

795 **MEDICAL EXCEPTION TO**
796 **CSA CHAMPIONSHIP MEET**
797 **ENTRY RULES FOR SUBSTITUTIONS**

798
799 In the event that a swimmer who has been entered in the CSA Championship Meet of the CSA
800 Championship Meet cannot compete because of a medical condition, the following rules
801 regarding substitutions shall apply:

- 802
- 803 “Medical exceptions” shall be allowed on a case-by-case basis.
 - 804
 - 805 If a “medical exception” occurs, a club may substitute a swimmer not already entered in
806 the meet (a new swimmer); or it may use a swimmer who is already entered but in less
807 than the three (3) events allowed for each swimmer. No switching around of swimmers
808 will be allowed to fill a vacancy created by the “medical exception.”
 - 809
 - 810 Any swimmer with a medical excuse will not be allowed to swim in any individual events
811 that day.
 - 812
 - 813 The cut-off time for substituting swimmers for “medical exceptions” shall be no later
814 than the end of the warm-up period of the session affected by the substitution.
 - 815
 - 816 The burden of proof shall lie with the coach of the team that has the “medical exception.”
817 A “verification form” shall be completed when a request for substitution is made. The
818 form will require three (3) signatures -- coach, parent (of the ill child), and one CSA team
819 representative. The coach shall be responsible for obtaining the proper signatures and for
820 giving the form to the CSA Championship Meet Director prior to the beginning of
821 competition for the session affected by the substitution.
 - 822

823 The “verification form” shall contain the following information:

824

825 Date	Reason
826 Time	Substitute Swimmer’s Name
827 Coach’s Name	Coach’s Signature
828 Club Name	Parent’s Signature
829 Swimmer to Scratch	CSA Team Representative’s Signature
830 Events Involved	Meet Director’s Signature

831

- 832 The CSA Championship Meet Director shall render decisions on all requests for “medical
833 exception” substitutions. Coaches shall contact the CSA Championship Meet Director to
834 obtain approval for each proposed “medical exception” substitution and to obtain the
835 proper “verification form.”