

Akron Metropolitan Swim Association

Swim Meet Guidelines and Policies

Revised May 3rd, 2011

1. All Akron Metropolitan Swim Association (AMSA) sponsored meets shall be governed by the then current OHSAA rules, except as superseded by the AMSA guidelines, policies, constitution or by-laws, as herein stated, described or defined.
2. All swimmers participating in AMSA meets shall be listed on a team roster utilizing the AMSA supplied copy of Hy-Tek Meet Manager. The roster must list boys and girls separately in each age group and in alphabetical order with full name, date of birth. Send an electronic media copy of the completed roster(s) to the Vice President of Statistics (VP Statistics). A deadline for initial and final rosters will be noted on a master schedule each year. This date will be two (2) days before the first meet.
3. Each swimmer must be a member of the club, organization or facility that sponsors his or her team. The use of “ringers” (defined as swimmers who are recruited to participate in only one or two meets per season and whose participation materially affects the scoring of the meet) is contrary to the purpose of this league. The VP Statistics or any other AMSA member shall report any evidence of use of ringers to the President, whereupon the AMSA Directors may take remedial action.
4. To be eligible to swim in a scoring event, a swimmer must appear on the VP Statistics roster prior to the start of the meet in which the swimmer participates (i.e., send an email to the VP Statistics that says Jane Doe will be swimming in tonight’s meet; include all normally required data).
5. No swimmer may swim for more than one (1) AMSA team.
6. Swimmers may participate at their age level as of JUNE 1st. In dual meets a swimmer may move up to any age group and return to their original age group any number of times. In any meet, no swimmer may swim in more than one (1) individual or relay event of the same stroke(s) in two age groups. For example, a swimmer cannot swim the freestyle in both the 9/10 and the 11/12 age groups.
7. Individual swimmers may swim a total of four (4) events, not more that three of which are individual events. This is for all dual and championship meets.
8. Each swimmer must swim in three (3) dual meets against AMSA teams to qualify for the championship meet. The only exception is when a meet rescheduled due to weather is again cancelled and the swimmer was in the lineup for the rescheduled meet. The lineup for the rescheduled meet is to be submitted to the VP of Statistics immediately following the second cancellation of the meet. Exhibition events will qualify a swimmer for the championship meet.
9. Each Swimmer must swim his or her own age level at the championship meet.
10. There will be no more than twenty (20) exhibition heats allowed per meet at any dual meet. Each team may swim three (3) swimmers. If the opposing team does not have swimmers in that event, the other team will be permitted to fill the remaining open lanes. To facilitate the exhibition schedule, coaches will coordinate their proposed exhibition lineups and submit them to the scorers at the scoring table in a timely manner before the start of the meet. There will be no exhibitions at the championship meet.

11. Visiting team will submit files to Home team by 6pm night before. The Home team will send a seeded meet file back to visiting team by midnight the night before the meet. The Home team will print all labels, prepare cards and print six (6) heat sheets for visiting coaches, and check-in sheets for both teams. These will be ready one hour prior to meet's start time. Following the meet, Results files sent to VP of Stats by Home team before midnight the day after meet.
12. All meets will be run using swimmer cards. All cards will go to timers
13. All events will be timed and those times recorded. Exhibition events will not be scored.
 - A. Home teams will provide ribbons for scored and exhibition events.
 - B. Disqualified swimmers will not be awarded any ribbon. DQs for 8 and under swimmers: For the first two meets, there will not be DQs for 8 and under swimmers unless they are swimming the wrong stroke. After that, DQ as usual. All other age group, DQs as usual for all meets.
14. Ribbons must be distributed to the coaches within forty eight (48) hours after the completion of the meet. Exhibition ribbons will be marked EXB on the back sticker
15. Home teams will have an AMSA assigned meet official and pay the official the rate set forth by AMSA. The home team will supply 12 timers, one runner, two scorers and two ribbons people (or ribbon writers). The visiting team may provide one scorer.
16. Each team must have at least one parent representative who will sign and return to the Board of Directors an acknowledgment of the AMSA rules for the season, and agree to be responsible for the proper communication to their respective club, team and management.
17. Teams may not use coaches or assistant coaches as scoring participants in AMSA meets. No AMSA member swimmer is to receive payment or other compensation to swim for or train with an AMSA team.
18. Teams will use the AMSA template which is located on the League website for Championship Meet entries. Lineups are due one week (7 days) from the beginning of the Championship meet by 10 PM. After receiving the lineups, the VP of Statistics will make available the Backup Lineup (Individual per Team) by Monday at 5 PM. The Scratch Meeting will be on Tuesday before the Championship Meet. Any club wishing to make changes to their entries may do so at this meeting but not after.
19. A relay team must consist of 4 DIFFERENT swimmers and shall not include more than two (2) boys.
20. Ten points will be charged against an AMSA team at the Championship Meet for each of the following dual meet season violations:
 - A. Late initial roster
 - B. Failure to send meet result to the league statistician within two (2) days following of any dual meet.
 - C. Improper use of swimmers during any dual meet; for example, using a swimmer in five events. In addition, any points scored by the swimmer at the dual meet may be forfeited.
21. Reports of violations involving rule infringements must be made in writing and sent to the League President and the VP of Statistics within 24 hours of the observed infringement
22. AMSA recognized that the HOME TEAM POOL management reserves the right to call off a meet due to weather conditions and this should be done by 4:00PM. The home team should make all reasonable effort to reschedule the meet to a date and time both teams find mutually acceptable.
23. All visiting teams should abide by the rules and regulations of the host facilities. PUSHING or MANHANDLING of swimmers or coaches into the pool following a meet is penalized by a loss of ten points per incident.

24. Other general rules affecting how meets are to be conducted.
- A. High school rules shall be enforced
 - B. Events for dual meets (See attached sheet)
 - C. All events for swimmers age 10 and under shall not be longer than one length of the pool, with the exception of the 50 free events #26 and #27.
 - D. Starting blocks shall not exceed 30 inches in height above the water.
 - E. All host clubs will provide backstroke flags and kick boards for backstroke.
 - F. The second and fourth swimmers in a relay will start in the water.
 - G. At the official's discretion, two false starts will disqualify (DQ) a swimmer in relays and individual events. At the official's discretion, false starts by subsequent swimmers in a relay will DQ the entire relay team.
 - H. Scoring of events at a dual meet:

Individual Events

- 1st Place – 6 points
- 2nd place – 4 points
- 3rd place – 3 points
- 4th place – 2 points
- 5th place – 1 point

Relay Events

- 1st place – 8 points
- 2nd place – 4 points
- 3rd place – 2 points

Only 2 relay teams can score points for 1 team. If 1 team wins all 3 relay places 3rd place relay ribbons will go to the 3rd place team, but 3rd place points will go to the opposing team.

Scoring of Events at Championships:

Individual Events

- 1st place – 20 points
- 2nd place – 18 points
- 3rd place – 16 points
- 4th place – 14 points
- 5th place – 12 points
- 6th place – 11 points
- 7th place – 10 points
- 8th place – 9 points
- 9th place – 8 points
- 10th place – 7 points
- 11th place – 6 points
- 12th place – 5 points
- 13th place – 4 points
- 14th place – 3 points
- 15th place – 2 points

Relay Events

- 1st place – 40 points
- 2nd place – 36 points
- 3rd place – 32 points
- 4th place – 28 points
- 5th place – 24 points
- 6th place – 22 points
- 7th place – 20 points
- 8th place – 18 points

16th place – 1 point

i) The 6 and under exhibition relay will be the first event of the meet if teams choose to have this event in the meet.

25. Under conditions where a meet must be ended early, the meet will be considered official at the conclusion of the Event 15 (fifteen) scoring heat.
26. A trophy will be awarded at the intermission of the Championship Meet to the AMSA team recognized for the best display of Sportsmanship throughout the season. Voting for the Sportsmanship award will be conducted by secret ballot at the pre-championship Coaches and Director's meeting. One Director and one coach from each AMSA team will each cast one vote. In the event of a tie, at the President's discretion, a second ballot may be taken. The "Championship Meet" trophy will be awarded to the team winning the Championship Meet at the conclusion of the Championship Meet.
27. A child must be able to swim one (1) length of the pool consistently without assistance to be able to compete at dual meets and the Championship Meet. The coach of each team will make the final decision regarding their swimmers abilities for participation