

**JEFFERSON SWIM LEAGUE BYLAWS**

(Changes for current season are **bold and underlined**)

(One-year trials are boxed and designated as such)

**ARTICLE I: PURPOSE**

The purpose of this Board is to insure a summer age group swimming program in the Central Virginia area and to provide a maximum opportunity for the greatest number to participate.

**ARTICLE II: MEMBERSHIP**

1. The members of the League Board will consist of five officers and one voting representative from each swim team appointed by that team. The phrase "all representatives" means the total number of representatives on the Board. *(Revised, 2004)*
2. A representative cannot have children swimming on another member team. *(Revised, 2004)*
3. A representative or officer cannot be a coach and must be at least 21 years old. *(Revised, 2004)*
4. No representative shall serve more than three consecutive years. *(Revised, 1997)*
5. Each representative will have one vote. The representative is considered to be the official contact for all JSL communications. If the representative is not available an alternate must be provided to JSL. *(Revised, 2004)*

**ARTICLE III: OFFICERS**

1. The Board Officers will consist of a President, Vice-President, Secretary, Treasurer, and Immediate Past President to be elected in September to serve one-year terms beginning on January 1st. The Board Officers will comprise the Executive Committee. The President must have prior JSL Board experience. The Vice-President, Secretary, and Treasurer can be elected from the Board or from other interested individuals. If possible, the Vice-President will be President Elect and will serve as President for the following year. *(Revised, 2004)*
2. No Officer may serve in the same position more than once in three years nor can any team provide the President more than once in three years except by 75% majority vote of all representatives. The President and Vice-President can not be from the same Team. If any officer is unable to serve their full term he/she must notify the Executive Committee and full Board in writing as soon as possible. A new election may be held, as per Article III to fulfill the remaining term. *(Revised, 2007)*
3. Officers will not have a vote except in the case of a tie, in which case the President or in his/her absence the Vice-President, Secretary, Treasurer, or Immediate Past-President in that order will cast the tie-breaking vote. This same chain of order will also be used for other actions required of the President in his/her absence. *(Revised, 2001)*

4. The Executive Committee will meet on an "as-needed" basis to facilitate the operation of the Board. Its duties may include, but not be limited to, preparing the dual meet schedule, organizing new programs, investigating new business, administering the financial assistance fund, and generally making recommendations to the whole Board for final approval. The Executive Committee is responsible for imposing all individual and team penalties. Names of swimmers who are penalized will not be made public if possible. The Executive Committee has the authority to make timely or urgent decisions on behalf of the full Board in matters which only require a majority Board vote if convening the full Board is not practical. Any such decisions made by the Executive Committee and the facts surrounding those decisions must be immediately communicated to the full Board and can be overturned by a simple majority of the full Board. *(Revised, 2009)*

#### **ARTICLE IV: ORGANIZATION**

1. Meetings will be held monthly (except August) from February to September, at a time, date, and place to be determined by the Executive Committee. The meeting day and/or time may be changed or additional meetings called by the President provided that adequate notice is given to all Board members and there is no conflict with any other League function. Nothing in this bylaw shall preclude the President from convening emergency meetings or conducting virtual meetings via Internet communications provided the entire Board is notified and all procedures in #2 below are followed. *(Revised, 2004)*
2. A simple majority of Board members will constitute a quorum and a simple majority of the quorum will carry such resolutions presented except any changes in the Bylaws will require a 75% approval of all representatives. Bylaw resolutions may not be voted upon after the first reading except in the case of emergency or safety issues. A second reading at the next Board meeting is required prior to a vote being taken. Single season trial programs, which may be in conflict with existing bylaws, may be approved by a simple majority of all representatives after one reading. After a single-season trial, any program in conflict with existing bylaws may only be continued by a 75% majority vote of all representatives. *(Revised, 2004)*
3. The Executive Committee will be responsible for the tentative summer meet schedule for the coming season to be approved by the Board no later than the March meeting. *(Revised, 2004)*
4. The League shall be divided into Divisions by seeding the teams. Each team's seeding for the coming season will be determined by the team's Championship finish position in the just completed season. The first place team will become team #1, the second place team will be #2, and etc. Ties will be decided by the teams switching relative positions with one another for the coming season. Divisions will be decided by a majority vote of the Board, with the top Division designated as I, the next as II, and so on. Any new team(s) added to the League will be originally seeded by a majority vote of the Board and a Division(s) expanded appropriately. *(Revised, 2007)*
5. Gold/Silver time standards shall be set annually by the Board. *(Adopted, 1998)*

6. The League may share ownership of certain equipment with each team or purchase supplies and equipment for use by the teams. Maintenance and repair of equipment (or replacement if beyond repair) will be the responsibility of the individual team. If a team withdraws from the League within three years after joint purchase of any equipment, the equipment shall be returned to the League. Equipment or supplies purchased exclusively by the League shall remain as property of the League and shall be returned at the discretion of the Board when a team withdraws. *(Revised, 2006)*
7. Teams wishing to join the league must have an anticipated roster of at least 40 swimmers and a pool available for League meets. The pool must be at least 25 yards long and 5 lanes wide and be suitable for nighttime competition. A request in writing must be submitted to the President no later than January 15<sup>th</sup> and the team must have a representative present at the League's February & March Board meetings. Acceptance of new teams will require a 75% approval of all representatives. Upon acceptance the new team will be required to deposit \$500 which will be refunded at the end of their second consecutive season of active participation. *(Revised, 2007)*
8. The Board may hire persons on a contract basis to perform duties as determined by the Board. Hiring and pay rate will require a majority vote of the Board. In addition, the Board may appoint unpaid consultants who will be considered as part of the Board, but have no vote and may not serve as the team representative. These consultants may include experienced individuals who have such skills as general knowledge of the operation and needs of the League, computer software, web page design and maintenance, championship seeding and organization, and any other skills deemed to benefit the League. *(Revised, 2005)*
9. At least one coach from each team on deck during JSL sanctioned meets must have current certifications in all of the following:
  - Safety Training for Swim Coaches or lifeguarding
  - CPR
  - First AidAll coaches on deck during JSL sanctioned meets must have current certifications in at least one of the following:
  - Safety Training for Swim Coaches
  - LifeguardingApproved courses for the above certifications are listed on the USA Swimming web page under Coaches Safety Curriculum. Proof of certification **for each coach** must be **provided by the Team Representative and be** on file with the Past-President of JSL prior to the coach serving on the deck during a JSL sanctioned meet. **Violations will result in a \$50.00 fine to the team per coach per meet.** *(Revised, 2010)*
10. Each team must provide proof of liability insurance for their home meet facility via a current Certificate of Insurance delivered to the President or Treasurer no later than the Board's June meeting. A \$50.00 late fee will be charged for teams not meeting this deadline. A current Certificate of Insurance must be on file prior to any JSL sanctioned meet being held at any such facility. *(Revised, 2008)*

11. At each monthly meeting of the Board, the Treasurer must present the following reports for approval by the Board:
  - a. the financial report which will contain an accounting of all receipts and disbursements since the last report and a photocopy of all JSL bank account statements (with the account number deleted) since the last report
  - b. the team summary report which will contain a list of all teams and their current status as to insurance certificates, membership statements, registered swimmers, fees received and due to the League, and ad sales summaries.
  - c. the championship report which will contain a summary of championship receipts and disbursements
  - d. other reports as requested by the Board

As soon as possible after the end of each calendar year, the outgoing President and outgoing Treasurer must jointly review all financial records (including each receipt and disbursement) of that year and confirm the accuracy of those records by their signatures on the end-of-year financial statement. This jointly-signed statement must be approved by the Board by a unanimous vote of at least a quorum present no later than the following March meeting. *(Revised, 2007)*

12. For insurance purposes, incidents involving property damage, theft, or personal injury during or as a consequence of a JSL sponsored swim meet must be reported to the President of the League within 48 hours of knowledge of the occurrence. At the discretion of the President, a written notification of the incident may be required. *(Revised, 2004)*
13. Teams whose pools do not meet all of USA Swimming's Facilities Standards (Article 103) must petition the Board for exemption from those individual standards. Approval of exemptions shall require a 75% majority of all Representatives and approved exemptions shall be recorded in Section 4 of the JSL Team Manual. *(Adopted, 2004)*
14. The Executive Committee may appoint a Parliamentarian to a one-year term. The Parliamentarian will have sole authority in rules and bylaws interpretation and may not be a voting member of the Board or a member of the Executive Committee. The Parliamentarian rulings may be overturned by a majority of the **full** Board. *(Revised, 2010)*
15. The Board shall maintain a financial assistance fund in the amount of \$500.00 to defray the full cost of the JSL registration fee for individual eligible swimmers. The Executive Committee shall be solely responsible for awarding of financial assistance, but must provide a complete accounting to the full Board in a timely manner. *(Adopted, 2005)*

## **ARTICLE V: ELIGIBILITY**

1. The governing day of age for the entire summer season will be the swimmer's age on June 1st. The minimum age is 5 years old. Swimmers who have swum on a college level team are not eligible regardless of age. Swimmers who are 17 and under on June 1st are eligible to swim regardless of high school or college status. Swimmers who are 18 years of age on June 1st may swim the summer swim season provided they are still in or have immediately finished high school. *(Revised, 2008)*

2. Age groups as determined by the swimmer's age on June first are as follows:
  - Mites - 5 through 8 years old
  - Midgets - 9 and 10 years old
  - Juniors - 11 and 12 years old
  - Intermediates - 13 and 14 years old
  - Seniors - 15 through 18 Years old

*(Revised, 2008)*
3. All swimmers will be bona fide members of their respective teams with membership to be regulated by the individual teams. A swimmer may not compete on more than one team in a season. A swimmer may not change teams in one season after competing with their original team. *(Revised, 1996)*
4. Each team must have their current swim team membership and eligibility requirements for the coming season posted on jsl.org no later than the Board's June Meeting. This information will be posted on the League's Website in a timely manner. Changes in requirements not reported to the Board by the June deadline will carry a \$50.00 late fee. *(Revised, 2007)*
5. There will be a non-refundable charge of \$10.00 per swimmer from the teams to help meet expenses of the League and its Championship meet. One copy of a COMPLETED JSL Registration Form for each swimmer must be received by the President, Treasurer, or Registrar of the Jefferson Swim League and an accurate Commlink file of all properly registered swimmers must be transmitted or taken to the Registrar by 9PM two days before the team's first scheduled meet. All of the initial team fees should be in the hands of the Treasurer by this same deadline. **Teams using Board-approved online registration must collect all of the information required by the League's registration form (including waivers) and will no longer submit hand written registration forms.**

New swimmers must be added (in the same manner, including updated Commlink file) by 9PM two days before the meet in which they are to swim the first time. Swimmers failing to meet the above deadlines may not swim. The swimmer is not an eligible swimmer until **all information is received** in the manner described above. The President or Treasurer will forward appropriate materials to the Registrar in a timely manner. Teams are responsible for timely payment of all fees as determined by the Treasurer. The Executive Committee has the authority to refuse additional members of a team for non-payment of fees. *(Revised, 2010)*
6. Swimmers may be entered as official in only three individual events and the scheduled relay(s). No swimmer may swim in more than 1 age group of any relay **nor can a 5 or 6 year-old swim both the 5-6y.o. event and the 5-8y.o. event in the same stroke.** Seeding times must be the fastest official JSL time swum by the swimmer (or relay team) in the entered event during the current JSL season. Otherwise the swimmer will be entered as "no time". No relay split times (including lead-off splits) are considered to be official times and cannot be used for seeding purposes. Changes (other than deletions) may not be made without approval of all competing Meet Directors once the entry data has been exchanged among the competing teams. *(Revised, 2010)*
7. Swimmers in relays may move up one or more age groups if not swimming in their own age group relay, however, no swimmer official or exhibition will be allowed to swim up in individual events. *(Revised, 2004)*

8. Official meet results must verify a swimmer's participation in at least two League meets during the current season to be eligible to **be entered or** compete in the Championship meet. *(Revised, 2010)*
9. A swimmer is classified as Gold when that swimmer equals or betters the JSL Gold Time in his/her age group in that event swum in the current JSL summer season. (see Appendix N, JSL Gold Time Standards) All other swimmers are considered to be Silver in their events. A Silver swimmer who achieves a Gold time during the meet remains Silver in that event until the next meet. *(Adopted, 2002)*
10. Any team found swimming a swimmer or relay team in violation of the above sections of Article V - Eligibility will forfeit all of the points (individual and total relay) earned illegally by that swimmer or relay team and an additional 25 points per illegal swimmer or relay team for each meet illegally swum. *(Revised, 2009)*
11. Any team found swimming or attempting to swim a swimmer in place of another swimmer (that is, using the wrong name) will forfeit all of the points (individual and total relay) earned illegally by that swimmer and an additional 100 points per swimmer for each infraction. In addition, the swimmer(s) will be disqualified for the remainder of the meet and the incident brought to the attention of the Board by the Meet Director. *(Adopted, 1996)*
12. Organized practice with a coach present is not allowed in the Aquatics and Fitness Center after the first meet of the season. Teams found in violation will forfeit 100 points at that season's Championship. *(Adopted, 2004)*
13. A non-handicap swimmer must be able to swim 25 meters unassisted to be eligible to swim in a JSL meet. *(Adopted, 2005)*

## **ARTICLE VI: CONDUCT OF MEETS**

1. Regulations will be in accordance with current USA Swimming Rules and Regulations except as noted otherwise. *(Revised, 2004)*
2. The regular season format will consist of the "IM/FR" or "MR/LF" formats with each team scheduled as close to an equal number of each format as possible. Additional events may be added to a meet **or the event order changed** by mutual agreement of the competing teams' JSL Representatives prior to approval of the schedule or by mutual agreement of the Home and Visiting teams' Meet Directors, prior to the deadline for meet entries. *(Revised, 2010)*
3. Points awarded for individual events will be 7-5-4-3 with no team taking more than 2 scoring places. Points awarded for relay events will be 10-5 with no team taking more than 1 scoring place. No points or ribbons will be awarded to a disqualified or unofficial swimmer or relay team. Ribbons will be awarded for 1<sup>st</sup> through 16<sup>th</sup> place with heat winners for all individual and relay events. Ribbon distribution will follow the actual order of finish. Individual Divisions may vote by simple majority to adopt Gold/Silver scoring for the current dual meet season. If any team in a gold/silver scored meet has not had an opportunity to swim an event, that event can not be swum as a gold/silver event. No team may take more than two scoring places in either Gold or Silver per event. A team may, however, score two swimmers in Gold and two swimmers in Silver. Meet results will indicate swimmers who have achieved Gold times in Silver events. *(Revised, 2006)*

4. All swimmers must meet the eligibility requirements of Article V. "Official" swimmers are those swimmers who are entered in an event by the meet entry deadline and are eligible for ribbons and points. "Exhibition" swimmers are those swimmers who were not part of their team's allowable number of entries in an event, or who are entered for time only, or who have exceeded their maximum number of allowable event entries, or who missed the meet entry deadline. Exhibition swimmers are not eligible to receive ribbons or points and are designated as "X" (exhibition) on all reports and labels, however, their times are considered official. *(Adopted, 2004)*
5. In all pools there will be a maximum of three heats of official swimmers for all events, except events #P21 and P22 and #21 through 30 (mite, midget, junior, intermediate, and senior short freestyle events) where unlimited heats are allowed and events 41 and 42 (mite backstroke) where five heats are allowed, and relay events where only one heat is allowed. **Each team is only allowed to enter up to the number of official swimmers which equals their fair share of the available lanes in the official heats.** After all official entries are made, no further additional heats shall be added to accommodate exhibition swimmers. That is, exhibition swimmers may only occupy vacant lane(s) of a heat containing official swimmers. Exhibition swimmers must be seeded last in each event and designated with an "X" (exhibition) beside their name on all reports and labels. In addition, any coach entering exhibition swimmers must verify that "Exhibition" timing cards are used for these swimmers. Available lanes for exhibition swimmers will be divided equitably between the teams. By mutual agreement of the Home and Visiting Meet Directors, additional heats of exhibition swimmers may be added prior to the start of the meet or the total number of heats may be decreased at any time before or during the meet. *(Revised, 2010)*
6. All meet entries must be made using the JSL Upload Utility as instructed on the "Meet Entries Upload Page" of jsl.org no later than 9 PM two days before the scheduled meet. Optional requests by the visiting team's coach for odd or even lanes must be made at this time. In the event of communication difficulty with jsl.org, the President may devise an alternate procedure for meet entries with all teams complying. Violations to this paragraph will carry a 50-point penalty. *(Revised, 2006)*
7. At the time computerized entries are made for a meet, the coach may turn in a list of exhibition swimmers for various events. These exhibition swimmers will be added to empty lanes in existing heats up to the 3-heat maximum in each event and will be seeded last. *(Adopted, 2004)*
8. Late entries may be made to empty lanes in existing heats up until the start of the meet. These late changes require the approval of the Home and Visiting Meet Directors and the swimmers will be exhibition as outlined in Article VI, #4 & #5. Changes from one event to another are not permitted under any conditions. *(Adopted, 2004)*
9. The home team is responsible for watches, CTS Starting system, and coordinating officials, including qualified stroke-and-turn judges with equal participation by each team. Integration of the official times will be used to determine the order of finish provided there are three timers on every lane. Sweep judges will be used to provide secondary confirmation of the order of finish. In pools where an automatic or semi-automatic timing system is used, the order of finish will be determined using USA Swimming rule 102.16. Every effort should be made to have three timers per lane, if possible. *(Revised, 2006)*

10. Each meet will start at a time approved by the Board with the pool open for practice at least one hour in advance and ending 15 minutes before the scheduled meet start unless different times are agreed upon by the Home and Visiting Meet Directors. Meets which have not begun within one hour of the scheduled start time (unless agreed upon by the Home and Visiting Meet Directors) due to inclement weather will be rescheduled as outlined below in #18. Once all teams are on the premises, the decision to cancel the meet can not be made prior to the one hour delay unless agreed upon by the Home and Visiting Meet Directors. The decision to cancel prior to arrival must be made by the Home Meet Director in conference with the visiting Team Meet Director(s). *(Revised, 2004)*
11. During warm-ups for each team, the team's coach shall designate lap lane(s) in which swimmers must climb (not jump) into the pool feet first and two-way traffic will be allowed with swimmers keeping to the right in the lane. Sprint lane(s) must be designated in which swimmers may dive in at reasonable intervals, swim to the other end, and get out. There will be only one-way traffic in a sprint lane. *(Revised, 2004)*
12. In the interest of fairness, no physical assistance shall be given any swimmer at the start or before the end of any race (e.g., providing ankles to simulate starting grips) unless that assistance is offered to every swimmer. *(Revised, 1992)*
13. The Meet Director has the authority to modify the rules for the swimmer with a disability using the guidelines under Article 105 of USA Swimming Rules and Regulations. Additional modifications may not be made unless the swimmer swims as exhibition. *(Revised, 2005)*
14. If a coach has a problem or complaint, he/she must take it to the referee or, in his or her absence, to the Host Meet Director. *(Revised, 2007)*
15. If, in the starter's opinion, a false start has been committed **in a 12 and under event (mites, midgets, or juniors)**, he/she shall give a signal to recall the swimmers. The false start shall be called on the individual and not on the field. Any swimmer charged with two false starts must be disqualified and shall not swim the event. **Events for 13 and over swimmers (intermediates and seniors), shall follow the rules under Article 101.1.3 of USA Swimming Rules and Regulations.** *(Revised, 2010)*
16. No dual meet will last past 10PM except in cases of delay caused by inclement weather. Weather delayed meets will not go past 10:30PM. By mutual agreement of the Home and Visiting Meet Directors PRIOR to the beginning of the meet, either or both of the above times may be extended 30 minutes. No further event groups (IM, Med Relay, Short Free, Fly, Breast, Back, Long Free, or Free Relay) may be called to the blocks after time has expired. However, events (e.g. 74) which are in the water when time expires may be completed through that event group (e.g. all of Long Free events) and scoring will be through the last completed individual or relay event. *(Revised, 2004)*
17. The Host Team Meet Director shall be responsible for making and implementing all decisions regarding weather issues. In the event of thunder or lightning or rain hard enough to obscure the bottom of the pool, the Meet Director shall stop the meet and clear the pool of all swimmers. In the case of thunder or lightning, the meet shall not resume until at least 15 minutes have passed since thunder or lightning were last observed. Each team shall have a

plan for clearing its pool area which fits its structure and safe shelter availability. The host's team's policy will prevail if more strict than League policy. *(Revised, 2004)*

18. The Home Meet Director in conference with the visiting Team Meet Director(s) will decide when a meet shall be suspended due to inclement weather or other circumstances. After the completion of one-half of the scheduled events a meet will be considered complete. Tuesday or Wednesday suspended meets will be swum on Thursday of the same week except any meet involving Greene Hills will be swum on Monday of the following week. By mutual agreement of the Home and Visiting Meet Directors, a meet not completing the half-way event may be considered complete or another completion date may be agreed upon. *(Revised, 2006)*
19. For all suspended meets, anything swum will not be re-swum. The remainder of the meet may be re-seeded including the change of swimmers from exhibition to official status and the addition of new swimmers as exhibition who meet the requirements of Article V, #5, and the deletion of swimmers who cannot attend the rescheduled meet. All changes from exhibition to official status and all additions must be approved and initialed on the timing cards by the Home and Visiting Meet Directors. A swimmer is not allowed to change from one event to another under any circumstances. *(Revised, 2006)*
20. No alcoholic beverages, illicit drugs, or tobacco products are to be consumed by coaches or swimmers during warm-ups or during the course of the meet or by officials (including all deck workers, table workers, & clerks) while on duty during the course of the meet. Violations must be reported to both the home and visiting team(s) Meet Directors at the time of the occurrence. Each violation will carry a **\$50.00** team penalty. *(Revised, 2010)*
21. Alcohol may not be served or consumed on the deck during meets. Spectators consuming alcohol must be restricted to outlying areas of the pool. Smoking and use of other tobacco products is prohibited on the pool deck and in all areas used by swimmers during the meet or during warm-up periods prior to the meet. Stricter team regulations may supersede this section. *(Revised, 1992)*
22. All swimmers, coaches, parents, and officials shall conduct themselves in a sportsman-like manner prior to, during, and immediately following swim meets. Suspected violation(s) should be directed in writing to the Executive Committee in a timely manner through the team's authorized Representative. The suspected violator(s) and appropriate witness(es) shall be called before the Executive Committee for a hearing at which time guilt and punishment shall be determined by a majority of all Executive Committee members.  
Theft, willful destruction of property, or intentional bodily injury will be punishable by suspension for at least the next two League meets. A written apology as directed by the Executive Committee will be required prior to the individual(s) resuming participation in the League. A 100-point penalty will be assessed against the offender's team for any of these infractions occurring during the course of a League meet. In addition, all points scored by an offending swimmer(s) will be canceled for that meet.  
All Executive Committee hearings and decisions must be reported to the full Board in a timely manner. Any decision by the Executive Committee may be appealed to the full Board. A simple majority of all representatives will be required to overrule the Executive Committee. *(Revised, 2004)*

23. Non-Scored dual meets and Tri-meets may be included in the schedule at the discretion of the Board. Neither will be scored nor will Gold/Silver classifications be used. Ribbon distribution will follow the actual order of finish. These meets will count towards a swimmer's two-meet Championship qualification and all times will be considered official. All other JSL rules and procedures will be in effect; except in these meets each swimmer may be entered as official in only TWO individual events and one relay for the first week of the season. In addition, the Board may schedule time trials which must use all JSL rules and procedures but will not count towards the two meet qualification standard for the Championship. *(Revised 2008)*
  
24. Both Home and Visiting Team Meet Directors are required to notify the Executive Committee of any rules violations occurring while serving in their official positions at a dual meet. **Final scores are submitted as swum and any penalties will be determined by the Executive Committee.** *(Revised, 2010)*

## ARTICLE VII CHAMPIONSHIP MEET

1. All rules and regulations listed above shall apply except as listed below.
2. The meet will include all events as listed under the Championship Meet Format. Each team may have four official entries in each individual event. Each individual swimmer may officially enter a maximum of four events - three individual events and one relay event or two individual events and two relay events. Swimmers entered in a 6-&-Under event will not be allowed to enter that same event as an 8-&-under. *(Revised, 2004)*
3. All swimmers NOT officially entered in any events (as outlined in #2 above) may be entered as exhibition (X), first in the unlimited heats of short free, then as exhibition (X) in one other event of either butterfly, backstroke, or breaststroke. Swimmers who are official in only one event (as outlined in #2 above) may be entered as exhibition (X) in one more event of either short free, butterfly, backstroke, or breaststroke. Swimmers who are official in two or more events (as outlined in #2 above) may not be entered as exhibition in further events. Entry as an alternate shall not eliminate the swimmer as an exhibition entry into short free or into the one other event. No team may enter an exhibition swimmer who has a faster seed time than any of the team's four official entries in an event. All exhibition swimmers will swim their individual events and be eligible for points and ribbons. *(Revised, 2004)*
4. As many alternates as the coach feels necessary are allowed. However, entry as an alternate shall count as an entry towards the limit of four entries for each swimmer for the meet. No team may enter an alternate who has a faster seed time than any of the team's four official entries in an event. Alternates will be allowed to fill (in order of seed times) open positions in individual events to complete a partial heat until final seedings have been printed. Alternates will also be allowed to fill (in order of overall seed times, not necessarily from team scratched) any lane vacancy created by a swimmer being "scratched" at the seeding meeting. All alternates will be eligible for points and ribbons. No alternates may be added to any individual event after final seeding. *(Revised, 2004)*
5. Each team will be allowed to enter only ONE relay team in each event. Alternates are allowed as substitutes. The entry (seed) time must be the best (fastest) official time actually swum by a relay team during the current season in the JSL. If a swimmer is moved up to an older group in a relay; he/she may not swim the SAME relay with his/her age group. He/she may, however, swim (for example) as a Junior in the Medley Relay and as an Intermediate in the Freestyle Relay. All members of each relay team must report to the Clerk-of-Course as the event is called. Final names and swimming order for relay events will be listed on the relay timer's card prior to the end of the warm-up session for Medley Relay and by the end of the breaststroke events for Free Relay, otherwise the team will swim as exhibition. Additionally, the Clerk will confirm the identity of each swimmer prior to the event being called to the starting blocks. *(Revised, 2010)*

6. All seeding entry times must be the best (fastest) official times swum by the swimmer in the event during the current season in the JSL. Seeding times will be entered as unconverted yard time (Y), short meter (S), or long meter (L) using the Team Manager Program. The Computerized Meet Manager will convert all times to yards. Alternates will be entered in the same manner on a separate disc as a separate meet and will be chosen based on fastest time(s) and lane availability. *(Revised, 2004)*
7. After the final seedings, "no shows" (sickness, etc.) in individual events will NOT be replaced in the meet. That is, the lane will remain vacant. Coaches should report all "No shows" to the Clerk-of-Course at the start of the meet. If a swimmer present has to drop out of an event, the coach should report this to the Clerk-of-Course prior to the first heat of the event taking the blocks. *(Revised, 1997)*
8. The seeding is to be done by computer no later than the Saturday prior to the Championship Meet. At a deadline time determined by the Executive Committee, Coaches must submit a completed data disc which contains all Championship entries, a Meet Entry Report generated by Team Manager Program, and a completed JSL Championship Alternate Entry form to the data entry people. A coach (or designated person) must remain with the disc (or be available by phone) until it is successfully entered into the JSL computer. If a swimmer has no recorded time in a given event, he/she should be listed as "No Time" and will be seeded last. If a swimmer is entered in more than the allowed number of events, he/she will be dropped from the last event(s) entered in error. No later than Sunday prior to the Meet, all Coaches will be provided with a preliminary heat sheet to proof read during the JSL Board meeting. Errors will be noted and corrections made at the end of the Board meeting. No coach's errors may be corrected without the Seeding consultant's approval. A final copy of the seeding sheet will be made and copies given to all coaches as soon as possible. Timing cards will be printed by computer after the final proof read. At this point, changes must be approved by the Referee **prior to the start of the Championship meet. Any new swimmers added after the meet entry deadline shall swim as exhibition and not be eligible for points or awards.** *(Revised, 2010)*
9. Any team which fails to have Championship Entries in by the designated deadline time will be penalized 100 points for the Championship. *(Adopted, 1996)*
10. If a coach has a problem or complaint he/she must take it to the Referee.
11. All officials, starters, announcers, table workers, etc. must report promptly as assigned. Absentees must be replaced by the team responsible for that position. *(Revised, 1992)*
12. Warm-ups will be held at the discretion of the Board with lane assignments, times, and length assigned by the Board. Meet start times and schedules are determined by the Board. *(Revised, 2004)*
13. Refreshments will be provided to officials. A break(s) to change officials will be scheduled at the discretion of the Board. *(Revised, 2004)*
14. FREE heat sheets will be provided as needed for officials and coaches. All other full programs will be sold. *(Revised, 2004)*

15. Awards for all events will follow the actual order of finish. Trophies will be awarded for first place. Medals will be awarded for second and third places. Ribbons will be awarded for fourth through thirtieth places. Jefferson cups will be awarded for each over-all age/sex group winner and runners up. Team Plaques will be awarded to team winner and runner-up in each division as determined by overall raw score. Heat ribbons will be awarded. In addition, team plaques will be awarded to the regular season champions and runners-up in each division. The JSL Sportsmanship Award will be awarded to the team in each Division with the highest sportsmanship rating. *(Revised, 2004)*

16. Scoring

	<u>Individual</u>	<u>Relay</u>	<u>Relay Individual*</u>
First	= 16.0 points	26.0 points	8.00 points
Second	= 15.0 points	25.0 points	7.50 points
Third	= 14.5 points	24.5 points	7.25 points
Fourth	= 14.0 points	24.0 points	7.00 points
Fifth	= 13.5 points	23.5 points	6.75 points
Sixth	= 13.0 points	23.0 points	6.50 points
Seventh	= 12.5 points	22.5 points	6.25 points
Eighth	= 12.0 points	22.0 points	6.00 points
Ninth	= 11.5 points	21.5 points	5.75 points
Tenth	= 11.0 points	21.0 points	5.50 points
Eleventh	= 10.5 points	20.5 points	5.25 points
Twelfth	= 10.0 points	20.0 points	5.00 points
Thirteenth	= 9.5 points	19.5 points	4.75 points
Fourteenth	= 9.0 points	19.0 points	4.50 points
Fifteenth	= 8.5 points	18.5 points	4.25 points
Sixteenth	= 8.0 points	18.0 points	4.00 points
Seventeenth	= 7.5 points	17.5 points	3.75 points
Eighteenth	= 7.0 points	17.0 points	3.50 points
Nineteenth	= 6.5 points	16.5 points	3.25 points
Twentieth	= 6.0 points	16.0 points	3.00 points
Twenty-first	= 5.5 points	15.5 points	2.75 points
Twenty-second	= 5.0 points	15.0 points	2.50 points
Twenty-third	= 4.5 points	14.5 points	2.25 points
Twenty-fourth	= 4.0 points	14.0 points	2.00 points
Twenty-fifth	= 3.5 points	13.5 points	1.75 points
Twenty-sixth	= 3.0 points	13.0 points	1.50 points
Twenty-seventh	= 2.5 points	12.5 points	1.25 points
Twenty-eighth	= 2.0 points	12.0 points	1.00 points
Twenty-ninth	= 1.5 points	11.5 points	0.75 points
Thirtieth	= 1.0 point	11 points	0.50 points

No team will be allowed to score more than TWO places in any individual event. Ribbons will be awarded to swimmers in order of finish without regard to points scored. \*Relay Individual points will only be awarded to individual swimmers who swim less than three individual events. *(Revised, 2007)*

17. Protests against the judgment of decisions of starters, stroke, turn, place, and relay take-off judges can only be considered by the Referee and the Referee's decision shall be final. *(Adopted, 1997)*
18. The order of finish shall be by integration of official times as determined by following procedures in the current USA Swimming Rules and Regulations, Section 102.16. *(Revised, 2004)*

**ARTICLE VIII: JSL ORDER OF EVENTS**

**1. Championship Format**

**BOYS EVENTS**

**GIRLS EVENTS**

\*\* P1 5-6y.o. 100yd/m Boys, Girls, &/or Mixed Free Relay (short course only) \*\*

**INDIVIDUAL MEDLEY Group Events**

(Short Course Only)

3.....	Midgets	100yd/m.....	4
5.....	Juniors	100yd/m.....	6
7.....	Intermediates	100yd/m.....	8
9.....	Seniors	100yd/m.....	10

**MEDLEY RELAY Group Events**

(mite relay is NOT swum in long course pools)

11.....	Mites	100yd/m.....	12
13.....	Midgets	200yd/m.....	14
15.....	Juniors	200yd/m.....	16
17.....	Intermediates	200yd/m.....	18
19.....	Seniors	200yd/m.....	20

**SHORT FREESTYLE Group Events**

** P21.....	5-6y.o.	25yd/m.....	P22 **
21.....	Mites	25yd/m.....	22
23.....	Midgets	50yd/m.....	24
25.....	Juniors	50yd/m.....	26
27.....	Intermediates	50yd/m.....	28
29.....	Seniors	50yd/m.....	30

**BUTTERFLY Group Events**

31.....	Mites	25yd/m.....	32
33.....	Midgets	50yd/m.....	34
35.....	Juniors	50yd/m.....	36
37.....	Intermediates	50yd/m.....	38
39.....	Seniors	50yd/m.....	40

**BACKSTROKE Group Events**

** P41.....	5-6y.o.	25yd/m.....	P42	** <u>thru event P41 is half way in short course</u>
41.....	Mites	25yd/m.....	42	
43.....	Midgets	50yd/m.....	44	<u>thru event 43 is half way in long course</u>
45.....	Juniors	50yd/m.....	46	
47.....	Intermediates	50yd/m.....	48	
49.....	Seniors	50yd/m.....	50	

**BREASTSTROKE Group Events**

51.....	Mites	25yd/m.....	52
53.....	Midgets	50yd/m.....	54
55.....	Juniors	50yd/m.....	56
57.....	Intermediates	50yd/m.....	58
59.....	Seniors	50yd/m.....	60

**LONG FREESTYLE Group Events**

61.....	Mites	50yd/m.....	62
63.....	Midgets	100yd/m.....	64
65.....	Juniors	100yd/m.....	66
67.....	Intermediates	100yd/m.....	68
69.....	Seniors	100yd/m.....	70

**FREESTYLE RELAY Group Events**

(mite relay is NOT swum in long course pools)

1.....	Mites	100yd/m.....	2
73.....	Midgets	200yd/m.....	74
75.....	Juniors	200yd/m.....	76
77.....	Intermediates	200yd/m.....	78
79.....	Seniors	200yd/m.....	80

\*\* Ribbons only, no points, but records kept \*\*

(Revised, 2009)

2. "IM/FR" Format

**BOYS EVENTS**

**GIRLS EVENTS**

**MITE FREESTYLE RELAY Group Events** (short course only)

** P1	5-6y.o. 100yd/m Boys, Girls, &/or Mixed Free Relay	**
1	Mites 100yd/m	2

**INDIVIDUAL MEDLEY Group Events**

(Short Course Only)

3	Midgets 100yd/m	4
5	Juniors 100yd/m	6
7	Intermediates 100yd/m	8
9	Seniors 100yd/m	10

**SHORT FREESTYLE Group Events**

** P21	5-6y.o. 25yd/m	P22	**
21	Mites 25yd/m	22	
23	Midgets 50yd/m	24	
25	Juniors 50yd/m	26	
27	Intermediates 50yd/m	28	
29	Seniors 50yd/m	30	

**BUTTERFLY Group Events**

31	Mites 25yd/m	32
33	Midgets 50yd/m	34
35	Juniors 50yd/m	36
37	Intermediates 50yd/m	38
39	Seniors 50yd/m	40

thru event 39 is half way in short course  
thru event 40 is half way in long course

**BACKSTROKE Group Events**

** P41	5-6y.o. 25yd/m	P42	**
41	Mites 25yd/m	42	
43	Midgets 50yd/m	44	
45	Juniors 50yd/m	46	
47	Intermediates 50yd/m	48	
49	Seniors 50yd/m	50	

**BREASTSTROKE Group Events**

51	Mites 25yd/m	52
53	Midgets 50yd/m	54
55	Juniors 50yd/m	56
57	Intermediates 50yd/m	58
59	Seniors 50yd/m	60

**FREESTYLE RELAY Group Events**

73	Midgets 200yd/m	74
75	Juniors 200yd/m	76
77	Intermediates 200yd/m	78
79	Seniors 200yd/m	80

\*\* Ribbons only, no points, but records kept \*\*

(Revised, 2010)

3. "MR/LF" Format

**BOYS EVENTS**

**GIRLS EVENTS**

\*\* P1 5-6y.o. 100yd/m Boys, Girls, &/or Mixed Free Relay (short course only) \*\*

**MEDLEY RELAY Group Events**

(mite relay is NOT swum in long course pools)

11.....	Mites	100yd/m.....	12
13.....	Midgets	200yd/m.....	14
15.....	Juniors	200yd/m.....	16
17.....	Intermediates	200yd/m.....	18
19.....	Seniors	200yd/m.....	20

**SHORT FREESTYLE Group Events**

** P21.....	5-6y.o.	25yd/m.....	P22 **
21.....	Mites	25yd/m.....	22
23.....	Midgets	50yd/m.....	24
25.....	Juniors	50yd/m.....	26
27.....	Intermediates	50yd/m.....	28
29.....	Seniors	50yd/m.....	30

**BUTTERFLY Group Events**

31.....	Mites	25yd/m.....	32
33.....	Midgets	50yd/m.....	34
35.....	Juniors	50yd/m.....	36
37.....	Intermediates	50yd/m.....	38
39.....	Seniors	50yd/m.....	40

thru event 40 is half way in short course

**BACKSTROKE Group Events**

** P41.....	5-6y.o.	25yd/m.....	P42 **
41.....	Mites	25yd/m.....	42
43.....	Midgets	50yd/m.....	44
45.....	Juniors	50yd/m.....	46
47.....	Intermediates	50yd/m.....	48
49.....	Seniors	50yd/m.....	50

\*\* thru event P41 is half way in long course

**BREASTSTROKE Group Events**

51.....	Mites	25yd/m.....	52
53.....	Midgets	50yd/m.....	54
55.....	Juniors	50yd/m.....	56
57.....	Intermediates	50yd/m.....	58
59.....	Seniors	50yd/m.....	60

**LONG FREESTYLE Group Events**

61.....	Mites	50yd/m.....	62
63.....	Midgets	100yd/m.....	64
65.....	Juniors	100yd/m.....	66
67.....	Intermediates	100yd/m.....	68
69.....	Seniors	100yd/m.....	70

\*\* Ribbons only, no points, but records kept \*\*

(Revised, 2005)