IRVINE SWIM LEAGUE

**Rules**

Changes to these Rules may be considered at the annual Rules Committee meeting and shall be effective only upon ratification by the Board of Directors at its regular annual meeting. The Executive Board is responsible for reviewing and taking action on any exceptions.

I. Eligibility

A. Irvine Swim League membership is limited to children living in the City of Irvine aged 5-18 as of June 1 of the current swim season, living in the City of Irvine, attending (or registered to attend as of fall of that year) an Irvine Unified School District school or living at an address zoned for IUSD school. Residency verification will be required of all swimmers upon request by the ISL designee (aka Registrar). Non-resident swimmers may be approved on an individual basis by a majority vote of the Executive Board provided that no resident swimmers are being displaced due to residency exceptions. This approval is valid for one season and non-resident swimmers must re-apply for exemption annually.

Swimmers are encouraged to swim with their association team. A swimmer whose association team is full may join a city team or association team that is open to nonresidents. A swimmer living in an area without an ISL association team may join a city team or an association team that is open to nonresidents.

Swimmers shall not be required to tryout, attend preseason clinics, or pay for private swim lessons to participate. A swimmer may be removed from a team for water safety issues.

The Irvine Swim League will make reasonable accommodation for persons with disabilities who wish to participate in this program. All requests for reasonable accommodation shall be made to the Executive Director.

B. During a swimmer's first season with a particular ISL team, the swimmer may not compete in or score points at the Championship meet AND also score points for a club team. As such, club swimmers in this situation must choose to either:
   a. Detach from their club team in order to compete in and score points for their ISL team at the Championship meet OR
   b. Remain attached to their club team, but not compete in or score points for their ISL team at the Championship meet.

A swimmer who has been on the same ISL team during the immediately preceding season, prior to the current season, and who competed in a minimum of one dual or tri-meet during the current season may be allowed to earn points in competition for a club swim team. In addition, any swimmer who has swam for an ISL team in any prior year and has not since swam for another ISL team, may be allowed to earn points in competition for a club program. All other swimmers belonging to year round "club" programs must be formally "detached" from day one of the current season through the Championship Meet or at the time of their registration through the Championship Meet, whichever is later. Proof of detach must be provided upon request by an ISL designee. These swimmers may not earn points in competition for another team or club. They are encouraged to actively participate in workouts and meets of their ISL team from day one of the current season through the Championship Meet.

In the event an ISL team dissolves, those swimmers who were exempt from detaching on the dissolved team still retain that exemption if they join another ISL team.

If an ISL registered swimmer is found to have not detached when required to do so for the complete detachment period, that swimmer may not earn points, place or set records at the ISL Championships meet for the current season. If the failure to detach is discovered after the Championship meet, points, places and records for that Championship meet may be adjusted.

Notwithstanding the previous statement, swimmers in the 5/6 and 7/8 age groups shall not be required to detach from their year-round "club" swim program.

Swimmers who are members of a team that enters into an "inactive" status may change teams for the upcoming season without being subject to the detachment rules. If the "inactive" team comes back to active status the following year/season, and a swimmer that left the team or did not swim during that season wants to return to that team or join any other team, they will not be subject to the detachment rule.

C. There will be no recruiting of swimmers or coaches among teams. If a team is found to be recruiting year round swimmers who are not required to detach per section B above, the exemption from detach can be voided upon review and vote by the Executive Board. In addition, teams who are found to be recruiting will be subject to sanctions from the Judicial Committee.

D. Teams are accepted for membership with their previous seasons' roster of swimmers and their siblings. New members must be eligible under Rule I.A

E. Each Homeowners Association Team shall provide the ISL with written proof of access to at least four (4) hours of practice water per week by February 1st of each year or that team will be placed on "inactive" status for the upcoming year/season.

II. Registration

A. Homeowners Association Teams – limited to 130 swimmers.

1. Registration forms for each swimmer must be received by the ISL designee appointed by the Board of Directors before such swimmer is allowed to swim. Residency verification may be requested per section I Eligibility. No registration form will be accepted unless a birth certificate or passport or California ID Card (DMV) is on file with ISL or attached to the registration form. No registration forms will be accepted by ISL designee after midnight, June 30th.

2. Original birth certificates or passports or California ID Card (DMV) must be verified by team registrars for all swimmers. Team registrars will attach one copy of the birth certificate or passport or California ID Card to the registration form submitted to the ISL designee(s) and keep one copy for the team. Notwithstanding the foregoing if a returning swimmer has a birth certificate or passport or California ID Card (DMV) on file with ISL, they do not have to submit verification of birth with the registration form

B. ISL City Teams – limited to 130 swimmers.

1. Registration--City teams will be responsible for their own registrations. The city teams will limit their advertising or recruiting for their registrations to communications to the general public. Postings will not be placed in facilities or publications within HOA's that have traditionally been affiliated with a Homeowners Association team.

2. Open enrollment dates and times will be set by the city teams.

3. Registration forms for the current swim season will be accepted as follows: Previous season's roster by pre-registration, open enrollment on a first-come first-served basis. Returning swimmers not responding during pre-registration must attend open enrollment. Forms will be time and date stamped and numbered.

4. No fees will be collected from swimmers after 130 Registration Forms have been accepted. Registrants will be advised that they are wait listed and will be given contacts for other ISL city teams. Waiting lists are not carried over from year to year.

5. Registration forms for each swimmer must be received by the ISL designee(s) appointed by the Board of Directors before such swimmer is allowed to swim. Residency verification may be requested per section I Eligibility. No registration form will be accepted unless a birth certificate or passport or California ID Card (DMV) is on file with ISL or attached to the registration form. No registration forms will be accepted by ISL designee(s) midnight, June 30th.

6. Original birth certificates or passports or California ID Card (DMV) must be verified by team registrars for all swimmers. Team registrars will attach one copy of the birth certificate or passport or California ID Card to the registration form submitted to an ISL designee(s) and keep one copy for the team. Notwithstanding the foregoing if a returning swimmer has a birth certificate or passport or California ID Card (DMV) on file with ISL, they do not have to submit verification of birth with the registration.

7. City teams using City of Irvine Aquatics facilities are bound by the rules and regulations of the City of Irvine's Aquatics handbook

C. Dues/Fees

1. Team dues shall be determined by vote no later than December 1st, preferably at the September BOD Meeting. Dues will be collected at the February BOD Meeting.

2. Individual swimmer league fee shall be determined by vote no later than December 1st, preferably at the September BOD Meeting to cover liability insurance, facilities, bookkeeper, payroll service, withholding taxes, workers' compensation insurance and operating costs. No swimmer will be allowed on deck until fees are received the by ISL designee(s) appointed by the Board of Directors. No fees are accepted after midnight, June 30th.

3. Paid or unpaid (volunteer) Coaches' fees shall be determined by vote no later than December 1st, preferably at the September BOD Meeting per coach paid to ISL to cover insurance costs; payable on approval of certification by the Executive Director. Only one fee is required for an assistant coach who is also a swimmer.

4. The ISL registration fee will be fully refundable, less a transaction fee, to those swimmers, swimmer/coaches, and coaches who have registered with ISL but who drop out before the June 1 start date of the season. The fee will not be refunded on or after June 1.

D. A swimmer's registration is complete after the above forms and the League Registrar has acknowledged documents and his/her name appears on the ISL roster.

E. The ISL will purchase liability insurance for swimmers and coaches. ISL's liability insurance covers work-outs and ISL sanctioned meets.

III. Coaches

A. A roster of hired coaches shall be submitted by each team president to the ISL Executive Director at the ISL General Board meeting in March.

B. Coaches will abide by the Rules of the ISL and carry out the ISL philosophy that is to promote homeowner association and city swim teams through a formal, ongoing organization; to promote the type of individual competition that has as its primary goal the enhancement of swimmers' self-esteem, the betterment of one's individual performance; to promote fair play; and to enrich relationships between swimmers, parents, and neighborhoods. Coaches will be required to sign, annually, The Irvine Swim League Policies Handbook, provided in person and electronically and via ISL Website.

C. Paid or unpaid (volunteer) coaches must be at least 15 years of age (or older) on June 1st of the current year. If a coach turns 15 years of age after June 1, the team president must request (in writing) an accommodation from the Coaches Coordinator to allow coaching to begin on or after the coaches' birthdate.

D. Certification

1. All paid or unpaid (volunteer) coaches, before being permitted on deck as a coach, must have current certifications that remain valid from June 1 through the championship meet.

2. Only American Red Cross (ARC) certifications will be accepted. No exception. Current ARC requirements must be obtained from the Coaches Coordinator or Executive Director. ARC requirements may change annually or unexpectedly and the ISL will follow all American Red Cross suggested training. All paid or unpaid (volunteer) coaches must submit original ARC certificates to verify successful completion of American Red Cross courses to receive approval from the ISL Executive Director prior to being on deck as paid or unpaid (volunteer) coach. ISL coaches' certifications will reflect the same certifications required by the State of California and the City of Irvine and the American Red Cross.

E. There shall be no ISL sanctioned swim lessons.

F. Rules violations by coaching staff will result in team penalties as outlined in VI. Violations.

G. A paid or unpaid (volunteer) coach, who has been a member of the team in any one previous season, may also swim for their team if eligible under Section I. Swimmer/coaches who are members of a team which enters into an "Inactive" status may change teams for the upcoming season and still be allowed to be a swimmer/coach. If the "Inactive" team comes back to active status the following year/season, and a swimmer/coach that left the team or did not swim during that season wants to return to that team or join any other team, they will be allowed to be a swimmer/coach for their new team." The Executive Board may approve exceptions on a case-by-case basis.

H. To be allowed on deck, the League Registrar must recognize a coach's registration, certifications must be current, employee/volunteer documents completed and the Executive Director or the Coach Coordinator must approve the coach. The Team President will be notified when the coach has been cleared and only then will a coach be allowed on deck.

Each team shall have a minimum of 3 coaches on deck (remaining out of the water) at all times during practices and meets for swimmer ages 5-14. Ages 15+ must have one coach on deck at all times. In the event of a life-threatening rescue situation, the coach may enter the water. If a 15+ practice group has more than 20 participants, there must be a minimum of 2 coaches on deck (remaining out of the water.)

If the coaching roster for a team drops below two coaches, a non-swimming coach replacement may be hired during the season according to ISL certification requirements. Properly certified coaches will be

approved by the ISL Executive Director mid-season for a team with a coaching shortage due to illness, injury, termination or other unforeseen circumstances.

IV. Pre-Season Stroke Clinics/Practices

A. There shall be no pre-season stroke clinics or practices.

V. General Rules

A. Each team shall give an individual award to their swimmers at the end of the season.

B. All swimmers in individual events shall start at the deep end of the pool.

C. Racing starts are prohibited in water less than five feet deep.

D. Instructing swimmers to do "no breathers" (swimming the length of a pool while holding their breath) is prohibited.

E. All swimmers are entitled to participate in team workouts between the last meet and the championship meet.

F. All teams must be represented at all Board of Directors Meetings listed on the Calendar of Meetings and Events.

G. Failure to observe B, C, D, E, or F will result in referral to the Judicial Committee.

VI. Rules Violations, Protests, Penalties, Enforcement

A. Formal Protest Forms
The ISL shall provide formal protest forms (see example at Appendix H) to every team's president, or league representative prior to the beginning of the season, upon request during the season, and at ISL General Board Meetings. Each team shall have protest forms at the scoring tables during Meets.

Every parent, team officer and member of the ISL Executive Board obligates him or herself to file a formal protest form whenever they discover, first hand, a violation of the Rules.

B. Submission of Protests, Judicial Committee Process, Appeal Process
The person who signs the formal protest form shall submit it to the ISL Board, by personal delivery, mail, e-mail or fax to the Executive Director, the President or the President Elect within a reasonable period of time after the alleged rules violation or their knowledge of the alleged rules violation.

The ISL Board shall appoint four (4) people to serve on a Judicial Committee for each season. One of the 4 people appointed shall be the President Elect, who shall serve as the chairperson of the Judicial Committee, and who, except as described below, shall not vote regarding rules violations. The other three (3) committee members, who, except as described below, shall be the only voting members of the committee, shall be appointed from the other members of the ISL current or past Executive Board. No committee member shall be entitled to vote concerning a rules violation that involves that committee member's own team (team upon which the ISL Executive Board Member has a swimmer). The chairman shall vote for any deadlocks in the event that a committee member's team is charged with a violation, and the two disinterested committee members are unable to agree.

All meetings of the Judicial Committee may be held with no less than 24 hours notice. Notice may be given personally in writing, mail, e-mail, fax, or by telephone to the president or team representatives of the team against whom a protest is filed (the "offending team"), with a general statement of the alleged rules violation.

The offending team shall have the right to obtain a copy of the protest form upon request. The offending team shall be entitled to one (1) continuance, prior to or at the meeting, for one (1) working day (the term working days shall exclude weekends and holidays).

Attendance at the meetings shall include, but not be limited to the members of the Judicial Committee, the Executive Director, and the person or persons who filed the protest, and the president (or their designee) of the offending team. If no representative of the offending team attends the meeting, and it is shown that they were notified of the committee meeting within the time prescribed, then the Judicial Committee may, irrespective of the appearance of any representative of the offending team, rule on a protest as a default.

Meetings shall be conducted in a manner to assure each side an opportunity to be heard and to rebut the charges made by the other party. After each side of the protest has had a chance to be heard and submit evidence, the Judicial Committee shall excuse the parties and shall confer to reach a decision. If the Judicial Committee decides that a violation of the rules occurred, then it shall determine an appropriate penalty.

All decisions of the Judicial Committee, and the recommended penalty, if any, shall be submitted by the chairman of the committee in writing to the ISL Board and the team or individual against whom the protest was filed. Decisions of the Judicial Committee that a rules violation has occurred, and that a penalty has been recommended by it, shall be final and the penalty enforced, 48 hours after its submission to the ISL and receipt by the team against whom the protest was filed, unless The team against whom the protest was filed lodges, within 48 hours of its notification of the Judicial Committee decision, a written appeal with any member of the ISL Board that requests a new hearing before the entire ISL Board; or the decision of the Judicial Committee and the penalty recommended would cause the team against whom the protest was filed to: be temporarily or permanently suspended from the ISL; be required to forfeit meets or team awards; or be excluded from any meet, including dual, tri, or championship meets, in which event the appeal to the full ISL Board shall be automatic; or ISL Executive Board elects, because of the gravity of the charges and the penalty recommended by the Judicial Committee to bring the final determination to the full ISL Board.

On an appeal based on the three (3) events, labeled (i), (ii) or (iii), immediately above, the Judicial Committee decisions shall not be final, but shall be deemed a recommendation to the full ISL Board and the full ISL Board shall meet to make a final determination of the protest. Such meeting shall be held on not less than 24 hours notice, given in the same manner as prescribed above for Judicial Committee hearings, and shall include all interested presidents and team representatives of the ISL, the ISL Executive Board, the Executive Director, and all interested parents. Such meetings shall be held in a manner that allows each side to be heard. Decisions on appeal may include adopting the recommendations of the Judicial Committee, rejecting the recommendation of the Judicial Committee, and/or other decision of the full ISL Board.

C. Penalties for Violations of the Rules/Enforcement

Penalties for violation of the rules of the ISL may include, but not be limited to, written warning, immediate temporary or permanent suspension, forfeiture of meets and team awards, exclusion from workouts, dual meets, tri meets, and/or championship meet, exclusion from ISL, and/or monetary fines of up to $300 per violation, with multiple fines for multiple violations of the same rule. All penalties and fines may be enforced immediately. All fines are payable within thirty (30) days or prior to championship seeding. Subject to the Judicial Committee and Appeals Process described above, upon becoming final, all penalties and fines may be enforced immediately. Failure to pay a monetary fine shall be deemed a violation of the rules which may subject the offending team to further, and harsher sanctions, including, but not limited to the non-monetary penalties described above. Notwithstanding anything to the contrary in these Rules, the offending teams payment of monetary fines to the ISL, after final determination of a rules violations, hereunder, may be made a condition to the teams competition in any ISL league event, including the final championship meet.

D. Parental Attitudes/Suspension of Formal Protest, Judicial Committee, Appeal Process in Emergency

Parents are expected to champion the philosophy of the ISL and abide by its rules. Confrontations between or among a) parents, b) parents and officials, or c) parents and coaches, shall not be tolerated. Violations of this rule shall result in immediate expulsion from the meet, workout, or other meeting at which the confrontation arises and may result in penalties to both the parent's team and the offending parent, including but not limited to expulsion from all ISL/team activities (e.g., practices and meets) for the remainder of the season.

The ISL reserves the right at all times to suspend the formal protest, hearing and appeal procedures described in this Article, if it deems necessary, for the immediate expulsion of anyone from a meet, workout, board meeting or other ISL function, if it believes, that the safety, or well being, of anyone is threatened or compromised in any way. The incident shall then be referred to the Judicial Committee for further action.

E. Weapons, alcohol and illegal substances are not permitted at ISL meets, practices or ISL functions.

F. Registered swimmers (listed in League Roster) that have become ineligible (not in good standing) cannot swim in ISL sanctioned meets or championships.

## VII. ISL Sanctioned Meets

A. General Rules

1. Meet Schedule: The Irvine Swim League season meet schedule shall be set in early spring to establish the schedule for each season, and may be modified as needed by the Executive Board.

   There will be no byes scheduled during the season. All teams must participate in every scheduled meet set at the Meet Scheduling Meeting, or as the schedule is subsequently revised by the ISL Executive Board.

2. Meet Records: Meet Records are computed by scorekeepers from both teams and are submitted to the ISL Record Keeper. Lane Slips or Lane Cards shall be kept by the teams and Judge's Slips by the host team until September 30 and made available to ISL designee upon request.

3. Heats: All heats are official races. As many heats will be run as necessary to complete the participation requirements of each swimmer.

4. Schedule of Events: Prior to the meet, coaches of both/all teams fill out a Schedule of Events giving the number of swimmers entered in each event. These forms determine how many heats there will be per event based upon the total number of swimmers entered in each event.

5. Scoring: Scoring shall be optional and decided by team presidents at the meeting prior to the start of a meet. In dual meets, score first four places in individual events as: 5,3,2,1. Each team in a dual meet receives points for a maximum of two places. (For example, a team placing 1st through 4th received points for 1st and 2nd places only.) For a tri-meet, score the first six places in individual events as: 7,5,4,3,2,1. Each team in a tri-meet receives points for a maximum of three places. (For example, a team placing 1st through 4th received points for 1st, 2nd and 3rd places only. The first three places of relays in both dual and tri-meets are scored as: 7,4,3. Each team may score only once.

   a. As a second indicator of team performance, divided the final scores by the number of swimmers at the meet posted on each team's Schedule of Events form on which the coach has marked how many swimmers will be participating in each event.

b. Points will be earned in the top four places based upon times posted on lane slips. Official has final say on a questioned time. Judges slip (Appendix D) will be utilized for 1st and 2nd place. Judge's decision prevails over times entered on lane slips.

6. Age Classification: Classification is determined by the age of the swimmer as of June 1 of the current season. A swimmer may not swim up or down to another age group.

7. Events Per Swimmer

   a. One swimmer shall not swim more than two individual events and two relays or three individual events and one relay.

   b. Ages 5-6 and 7-8 swim 25 yards

   c. Ages 9-10, 11-12, 13-14, and 15-18 swim 50 yards

8. Mixed Relays
   a. 5-6 and 7-8 age group racing starts are prohibited in water less than five feet deep.

   b. Relay teams shall consist of any combination of four swimmers provided there is at least one male and one female swimmer per relay team. The stroke order for Medley Relays shall be back, breast, butterfly, free.

   c. A team may put up as many relay teams as it has lanes in the meet. Unofficial relays must be designated before the event.

9. Individual Medleys: Individual Medley events will be held for both young men and women ages 9-18. The stroke order shall be butterfly, backstroke, breaststroke, freestyle.

10. Awards: Ribbons will be presented for first through sixth place. Participation ribbons will be presented to all others. Each team shall be responsible for their swimmers' ribbons along with Time Improvements and Team Record ribbons. In case of a tri-meet, ribbons shall be awarded up to ninth place. The League will provide the 7th, 8th, and 9th place ribbons.

11. Coaches may enter the water to help encourage swimmers only during the first two (2) regular season meets.

12. There is to be NO free play or unorganized swimming during a halftime break. Acceptable half time activities include but are not limited to Fun Races, including young sibling swimmers, parent races and coaches' races.

B. Officiation
Meets shall be governed by the rules contained in the current USA Swimming Official Swimming handbook except as modified by the document called "ISL Officials Handbook".

1. Stroke Rules: ISL Officials Handbook rules will be used. The Commissioner (s) of Officials will distribute this document to the Board of Directors and coaches annually prior to June 1.

2. The Commissioner of Officials shall require all teams to submit in writing a list of all parent volunteer officials and paid professional officials for the season. The Commissioner of Officials shall conduct an officials training workshop prior to each season to certify parent volunteer officials. The Commissioner shall confirm that all parent volunteer officials have attended a training workshop within the last two (2) years, unless the ISL Officials Handbook has been changed, in which case all

parent volunteer officials will be required to attend the training workshop for the current year. All teams must have at least one (1) currently certified parent volunteer officials on the team each season.

3. Judging: ISL Officials Handbook rules will be enforced at all meets. The Commissioner (s) of Officials will distribute this document distribute to the Board of Directors and coaches annually prior to June 1.

4. Place of Finish: In all meets the place of finish will be determined at the scoring table by using the times entered on the lane slips (Appendix C) and the Judge's slip (Appendix D).

5. Should a discrepancy exist the Judge has the final decision regarding swimmer placement.

6. Judge's decision shall be final and may be contested by formal protest in written form according to ISL Rules.

7. Officials: Starters and Judges shall be league-approved officials.

8. Coaches may not officiate ISL meets.

9. Flyover starts for ages 9 & up are mandatory for all.

C. Meets

1. Seeding: Coaches will place their swimmer in events seeding the fastest swimmers in the first heat and fill out a Schedule of Events (Appendix E), identifying the number of swimmers in each event. Coaches give this form to the Official/Starter before the meet, and provide additional copies for the Ready Bench and scoring table. Official/Starter will utilize the Schedule of Events forms from both/all teams to determine the number of heats in each event.

2. The Ready Bench

   a. The host team will have a designated "Ready Bench Area" with at least one row of numbered spots representing the number of lanes.

   b. The host team will provide the Ready Bench Stager and all teams will provide a minimum of two Ready Bench Volunteers each per half.

   c. Coaches are responsible for seeding relays and taking 5-6 and 7-8 year olds to their relay places.

   d. The Ready Bench Stager will use the Schedule of Events to fill heats or combine events when possible and notify the Starter of changes.

   e. Each team will complete swimmer slips/cards for all individual and relay events prior to the meet. These will be turned over to the Ready Bench Stager in order of event. Cards will have swimmers name, age group, event number, heat and lane assignment. Heat and lane assignment may be changed at the discretion of the Stager.

3. Meet Lane Assignments

   a. In a dual meet, the host team will swim in the odd numbered lanes and the visiting team will swim in the even numbered lanes.

   b. In the case of a tri-meet in a 6 lane pool, the host team will swim in lanes 1 & 4, the first visiting team will swim in lanes 2 & 5 and the second visiting team will swim in lanes 3 & 6.

c. In the case of a tri-meet in a 8 lane pool, the host team will swim in lanes 2 & 5, the first visiting team will swim in lanes 4, 6 & 8 and the second visiting team will swim in lanes 1, 3 & 7.

4. Officials: Meet officials are the Starter, Finish Judge and/or Stroke Judge or one professional judge.

5. Timers: There will be three timers per lane (one who acts as lane writer), plus two backup timers.

   a. The lane writer will verify the event name and number, swimmer's name, and age group. The middle time or the duplicate time will be the official time. If there are only two times posted on the swimmer's card, the sorter will average the times.

   b. There shall be at least two teams represented per lane.

   c. Relay splits (including lead-off splits) are not official ISL times and cannot be used for Championship Qualifying times or seeding for the Championship Meet.

6. Disqualifications (DQs): Swimmers will be disqualified for illegal touches, turns, kicks, jumping relays, or the flagrant violation of a stroke which gives him/her an advantage over other swimmers in the event. The swimmer will be penalized as follows:

   a. Official will write "DQ" on the swimmer's lane slip/card (Appendix C) or Judge's Slip (Appendix D).

   b. Swimmer will receive a participant ribbon.

   c. Swimmer will not receive points for that event.

7. Start: All swimmers in individual events shall start at the deep end of the pool. Racing starts are prohibited in water less than five feet deep. Failure to observe this rule will result in no less than a monetary penalty and referral to the Judicial Committee.

8. Lane Slips/Cards
   a. Teams must supply individual swimmer and relay lane slips/cards. Each team will be assigned a different color.

   b. Prior to the day of a meet, using the Schedule of Events, individual swimmer and relay cards must be completed and separated by event number. Each slip/card must have the swimmer's name, age group, event, event number, heat number and lane assignment. Heat number and lane assignment may be changed at the discretion of the Ready Bench Stager.

   c. Swimmer lane slips/cards must be delivered to the Ready Bench before the call for volunteers.

9. A physician is not provided at dual or tri meets.

10. There will be no alcohol consumed before or during a meet.

11. Host team provides beverages (sodas, juice, coffee, or water) for volunteers and coaches.

12. Protest Forms (Appendix H) and Evaluation Forms will be at the scoring table.

13. Event Number Posting: The Event Number posted means swimmers entered in that event are to go immediately to the Ready Bench area.

14. Schedule of Events: Order of events is Medley Relay, Butterfly, Backstroke, Individual Medley, Breaststroke, Freestyle, Freestyle Relay. A break will be taken between Individual Medley and Breaststroke.

15. A meeting will be held prior to the start of the meet to turn-in each team's Schedule of Events, inform the other team of any swimmers with special needs, etc. The meet officials, coaches, presidents and/or designees from each team will attend.

16. Check In: Before the meet each swimmer will check in with their coach/team representative for event assignments.

17. Sorter: Sorter will sit at the scoring table and sort lane slip/cards to determine place based on Judge's Slip and times. Sorter will post the Judge's Decision (JD) near the time on the lane slip/card.

18. Judge's Decision (JD): Ribbon writers are to post Judge's Decisions on the ribbons by writing JD near the time.

19. The host team shall only be obligated for providing head table seating for 5 members of each visiting team.

20. Restrictions on Acceptable Swimsuits. ISL Swimmers shall be limited to one swimsuit at meets, which shall be constructed of a woven/knit textile material, permeable to water and air, constructed so as not to aid in buoyancy, and shall not contain zippers or other fastening systems. In addition, the suit shall be constructed so that the style/shape for males shall not extend above the waist or below the top of the kneecap and for females shall not extend beyond the shoulders or below the top of the kneecap, and it shall not cover the neck.

VIII. Championship: the Board of Directors may modify this section at any time subject to approval.

A. Championship Rules – General

1. Timing: The meets will be timed meets and electronic and/or manual watches will be used. There will be one or two back-up timers. In addition, one timer will wear a back-up watch in case the electronic timing system fails.

2. Championship Committee: The ISL Board of Directors is host to the Championship Meet. Representatives from each team comprise the Championship Committee with a Board appointed chairperson.

3. Concessions: Profits shall go to the league for championship expenses.

4. League Records: League record ribbons will be awarded during the Championship for those swimmers who break current league records. League records may be achieved only during the course of the Championship meet.

B. Championship Rules – Specific

1. Eligibility: To be able to swim in a championship meet, a swimmer must be a league member in good standing and have participated in at least two dual or tri-meets AND four events cumulatively during the current season (excluding any "pentathlon" or other non-regular season meets). The Championship Meet is a time qualifying meet with the added provision that any swimmer who did not otherwise qualify may be entered in up to one individual event and up to 2 relays by his or her coach. Any swimmer in the 5/6 or 7/8 age groups who has qualified for a single individual event may elect to not swim in that qualified event and instead be entered into another individual event of their choosing and up to 2 relays by his or her coach. It is the job of the Championship Meet Manager to structure the number of heats.

2. Scoring: The Championship Meet Manager will announce how the Championship Meet will be scored after the approval by the Executive Board and the BOD.

3. Meet Statistics: The Championship Meet Manager will send the statistics, and other data from the championship meet to the Executive Board and BOD within two weeks of the Championship Meet.

4. League Records: The Championship Meet Manager will send a copy of the updated league records to the Executive Board and the BOD within two weeks after the meet

5. Meet Programs: The Championship Committee may provide a program to be sold at the meet. The cost will be reimbursed by the league and the profits from the sale of Meet Programs will go to the league for championship expenses.

6. Awards: Ribbons and/or medals will be presented for first ($1^{st}$) through sixteenth ($16^{th}$) places, Heat Winner, Participant, and League Record. Individual participation awards will be given. Other awards may be given based on the recommendation of the Championship Committee.

7. Championship Meet Seeding: It is the responsibility of the Championship Meet Manager to propose to the Executive Board and Board of Directors, for their approval, the structure for seeding this meet.

8. Championship Divisions and the teams' placement to be announced at the beginning of the season. All teams will be ranked from highest to lowest in accordance with the total points earned by each team at the previous year's Championship Meet and divisions will then be created based on natural breaks in the rankings.

9. Restrictions on Acceptable Swimsuits. ISL Swimmers shall be limited to one swimsuit at meets, which shall be constructed of a woven/knit textile material, permeable to water and air, constructed so as not to aid in buoyancy, and shall not contain zippers or other fastening systems. In addition, the suit shall be constructed so that the style/shape for males shall not extend above the waist or below the top of the kneecap and for females shall not extend beyond the shoulders or below the top of the kneecap, and it shall not cover the neck.