

The health and safety of our swimmers being of paramount concern, it is the policy of the Valley Aquatic League that:

1. There shall be NO DIVING to enter the water by ANY swimmer except when under the direct supervision of a coach or starter. At all other times swimmers shall enter the water feet first. This policy shall apply at all practices as well as at all league meets or other functions.
2. No smoking, or use of other tobacco products, to be allowed by anyone in the enclosed (as defined by fences &/or buildings, etc.) pool area, or rooms off this area, used by swimmers during the meet or during the warmup periods in connection with the meet.

I. Required events are listed below and are to be swum in the order specified. Details are in Attachment I.

A. Medley Relay (order as per Bylaw VIII)

B. Butterfly

C. Backstroke

1. Backstroke flags are to be provided by the home team and placed exactly 15 feet from each end of the pool.

D. 7/8 50 yard free

1. Entrants must have a best time of at most 1:30.00 in the 50 free to enter.
2. Entrants are ineligible to compete in the 25 free at the same dual meet.

E. Individual medley (Bylaw VIII, D, 1; Rules, Apndx. 3, Part 2, V, Four (4) lengths per swimmer for Individual Medley, Age Groups 9 through 18 only)

F. Breaststroke

G. Freestyle

H. Freestyle Relay

II. Dual Meet Events

A. All required events will be swum unless there are no entries.

B. In any meet, each swimmer is limited to three (3) individual events and two (2) relays.

C. There is no limit to the number of heats in individual events.

D. Team entries must be delivered to the host team on the Wednesday night prior to the meet.

1. Do not use No Time entries – even for new swimmers. Use the best estimate of time by taking times at practice or at a time trials. Use last year times if no new times are available.
2. To convert 25 yard times to 50 yard times for 11-year-old swimmers, double the 25 yard time and add 6 seconds.
3. Entries will be seeded in order within each event from fastest to slowest.
4. Heat sheets will be posted at the meet.
5. Home team must seed the relays by putting the A teams in the middle lanes, then B relays around them, and then C relays in the outermost lanes if it is a 6 lane pool.

E. A scratch session will be held prior to the meet. Only scratches may be made at this time. Additions or other changes at this time are by mutual consent only.

F. A swimmer who misses a scheduled event is not excluded from any of his/her remaining events except that eligibility for relays requires each swimmer to swim in one event.

1. Exception: when no other swimmer is available to complete a relay (including an eligible swimmer from the next lower age group), the swimmer in question may be used to complete the relay. The intent of this rule is to avoid penalizing other swimmers for the tardiness or irresponsibility of one swimmer. The opposing coach should be notified as soon as it is known that this exception will be invoked.

G. Each event will be swum by each age group except:

1. Minimum age group for Medley relays will be for ages 8 & under (no 6 & under).
 - a. 6& unders in this event will be judged as 7-8.
2. Minimum age group for individual medley is 9-10.

H. The first heat will have, as nearly as possible, equal numbers of swimmers from each team. Remaining heats may be seeded entirely by times.

III. Dual Meet Relays

- A. Assignments of specific swimmers to relay teams (A, B, etc.) may be made prior to the start of relays. i.e., entry cards may be submitted as "A", "B", etc.
- B. Each team may enter as many relay teams as it can muster provided that no more than one heat is required for any relay event.
- C. Home team must seed the relays by putting the A teams in the middle lanes, then B relays around them, and then C relays in the outermost lanes if it is a 6 lane pool.
- D. The starter must call any relay on the heat sheet that does not report to the block, in case the clerk of the course did not send that team to the blocks.
- E. Each relay team is eligible to win the event, i.e., the B-relay from each team may score points and ribbons if it places first, second or third. However, only first and second place points are awarded as provided by the scoring section of the Bylaws (IX, A, 2)
- F. Boys and girls relays are official events for all age groups except that the lowest age group for the medley relay is 8 & under.
- G. If a team does not have enough swimmers (four) to field a relay team in a particular event they have the following options:
 - 1. For girl relays – girl swimmers from one age group below may swim up to fill out a relay team that is short of swimmers.
 - 2. For boy relays – boy swimmers from one age group below may swim up to fill out a relay team that is short of swimmers. Alternatively, girl swimmers from the same or one age group below may swim up to fill out a relay team that is short of swimmers.
 - 3. Notwithstanding the above, each A, B, & C relay team must first be filled out with eligible (i.e., available and willing) swimmers at that age group before any swimmers may swim up from younger/girl age groups.
 - 4. In all cases the maximum number of swimmers that may swim up to an event is three (3).

H. Example

- 1. Team 1 has five (5) eligible 15-18 boy swimmers. There are seven (7) eligible swimmers in younger/girl age groups that are available to swim on a relay team. Team 1 has two options:
 - a. Only field an A relay team (4 of the 5 eligible swimmers in the 15-18 boys age group would participate).
 - b. Field an A and B relay team. The A relay team would consist of 4 of the eligible swimmers from the 15-18 boys age group. The B relay team would consist of 1 of the eligible swimmers from the 15-18 boys age group, and the remaining 3 spots would be filled by swimmers swimming up from younger/girl age groups.
 - c. Team 1 may not split the 5 swimmers into 3 different relay teams (A/B/C) because of the limitation imposed by section G.3. above.
- I. If the pool only has five lanes, the visiting team has the first choice to field a C relay team. If the visiting team does not field a C relay team, then the home team has the option to field a C relay team.

IV. Championship Meet

- A. All required events will be swum.
- B. Team lineups and entries with seed times will be submitted by Tuesday evening prior to the meet. This will usually be the person who will seed the meet.
- C. There is no limit to the number of heats in individual events.
- D. All heats will be official with swimmers preseeded according to their best times in current year events.
- E. Heats will be swum fastest to slowest.
- F. Swimmers are limited to three (3) individual events and two (2) relay events.
- G. Only two relay teams from each team shall be officially counted for points and awards.
- H. Unless otherwise stated, rules for Championships will be as for Dual Meets except for conditions peculiar to Championships.
- I. The Board will make ad hoc rules for Championships each year as required.

V. Swimmer Placement

A. Swimmers' places between heats shall be determined solely by time.

1. The Board may order place judging for Championships.
2. Place judging is optional with the host team in Dual Meets.

B. Timers

1. Three (3) per lane if stop watches are used.
2. Two (2) per lane for electronic timing.
 - a. A backup stop watch will be used with electronic timing.
3. Official time.
 - a. Three times available - use median time (middle of the three).
 - b. Three times available, two the same - two same times are official.
 - c. Two times available - average time is official.
 - d. Head timer - time is used only if lane timer fails to get accurate times.
 - e. Lane timers with no swimmer should start watches as backups.

VI. Awards

A. Dual meets.

1. First place - blue ribbon
2. Second place - red ribbon.
3. Third place - white ribbon.
4. Fourth - Eighth places - distinctive place ribbons.
5. Improved time ribbons to all swimmers below eighth place who swim faster than their seed times. (individual events)
6. Participation ribbons to all swimmers below eighth place who do not swim faster than their seed times or are disqualified.
7. Place, participation, and improved time ribbons will be furnished by the host team.
8. Improved times by swimmer placing first through eighth will be recognized by their own teams with sticker on ribbon, or other method of the team's own choice.

B. Championships.

1. First - third places - distinctive medals (including relays).
2. Fourth - fifteenth places - distinctive ribbons (individual events).
3. Fourth - tenth places - distinctive ribbons (relay events).
4. Swimmers not qualifying for distinctive ribbons or medals will be awarded improved time or participation ribbons as in Dual Meets.
5. Swimmers with improved times who receive distinctive awards from the league will be recognized by their respective teams as in Dual Meets.
6. Championship trophy to team with highest point total.
7. Second place trophy to team with second highest point total.
8. Trophies for places following Second place may be awarded if approved by league board.

VII. Dual Meet Officials

A. Starter - from home team.

B. Stroke and Turn Judges - one from each team on each side of pool.

C. Timers - three per lane from both teams.

D. Head Timer - from home team.

E. Recorders - one per lane.

1. Function may be performed by timers.

F. Scorers - from home team.

1. Visiting team to provide at least one helper.

G. Runners - from home team.

H. Announcer - from home team.

I. Clerk of the Course - from home team.

1. Visiting team should provide help, especially with younger swimmers.

J. Meet Director - from home team.

1. Mediates disputes, decides matters of contention, and settles all matters requiring a decision that are not within the authority of other officials.
2. If sufficient, qualified personnel are not available, procedures will be established prior to the first events or as soon as the deficiency becomes known.

VIII. Officials for Championships

A. Functions will be mostly as for Dual Meets.

B. Head officials may be appointed to supervise specific areas such as stroke & turn judges, marshals, scoring, starters, snack bar, etc.

C. Functions may be established specifically for Championships only that are not needed at Dual Meets.

IX. Attachments

A. Order of Events - Attachment I.

B. Starter Sequence - Attachment II.

C. Stroke and Turn Rules - Attachment III.

ATTACHMENT I - Order of Events

GIRLS			BOYS		
EVENT #	AGES			EVENT #	
1	15-18	200	Medley Relay	2	
3	13-14	200	Medley Relay	4	
5	11-12	200	Medley Relay	6	
7	9-10	100	Medley Relay	8	
9	8/U	100	Medley Relay	10	
11	15-18	50	Fly	12	
13	13-14	50	Fly	14	
15	11-12	50	Fly	16	
17	9-10	25	Fly	18	
19	7-8	25	Fly	20	
21	6/U	25	Fly	22	
23	15-18	50	Back	24	
25	13-14	50	Back	26	
27	11-12	50	Back	28	
29	9-10	25	Back	30	
31	7-8	25	Back	32	
33	6/U	25	Back	34	
35	9-10	100	IM	36	
37*	7-8	50	Free	38*	
39	11-12	100	IM	40	
41	13-14	100	IM	42	
43	15-18	100	IM	44	
45	6/U	25	Breast	46	
47	7-8	25	Breast	48	
49	9-10	25	Breast	50	
51	11-12	50	Breast	52	
53	13-14	50	Breast	54	
55	15-18	50	Breast	56	
57	6/U	25	Free	58	
59*	7-8	25	Free	60*	
61	9-10	25	Free	62	
63	11-12	50	Free	64	
65	13-14	50	Free	66	
67	15-18	50	Free	68	
69	6/U	100	Free Relay	70	
71	7-8	100	Free Relay	72	
73	9-10	100	Free Relay	74	
75	11-12	200	Free Relay	76	
77	13-14	200	Free Relay	78	
79	15-18	200	Free Relay	80	

*Event 37 & 38 requires entry time of at most 1:30.00. No participant should be in both the 25 and 50 free.

ATTACHMENT II - Starting Sequence

- I. Prior to each event, the Starter checks with the Head Timer to assure that timers and judges are ready.
- II. When all is ready, the Starter directs the swimmers to mount the blocks (or to enter the water feet first for backstroke). At this time the swimmers should be standing on the blocks or facing the wall in the water for backstroke.
- III. The Starter next instructs the swimmers:
 - A. Distance and stroke.
 - B. Instructions:
 - 1. For backstroke starts, the command "Place your feet."
 - 2. Notify relay swimmers that all but the last swimmer must leave the pool immediately upon completing their leg.
 - 3. Strokes to be swum and their order for Individual Medley and Medley Relay.
 - 4. Number of pool lengths to be swum.
- IV. Starting positions.
 - A. Forward start - standing on the front edge of the block.
 - B. Backstroke start - in the water facing the wall, hands gripping the gutter or hand grips, feet entirely under the water, including the toes.
 - 1. If the starter cannot see the toes in all lanes, he may have a stroke and turn judge watch the far lanes. (See Attachment III, section III B. 1.)
- V. The Starter then gives the command "Take your mark" to which swimmers respond by assuming their starting posture together.
 - A. Sufficient time must be allowed for them to do so but not so much that swimmers who respond promptly become uncomfortably off balance, generally 1-2 seconds.
- VI. When all swimmers are motionless in starting position, the starting signal is given.
 - A. If swimmers are in position to start and the race cannot be started (equipment problems, swimmers did not come down together, etc.), the Starter releases them from the start position by commanding, "Stand up" (forward start) or "Relax" (backstroke start).
 - B. Swimmers should move together in assuming the starting position.
 - C. All swimmers must be motionless immediately before the starting signal is given.
- VII. False starts.
 - A. Forward start.
 - 1. In motion prior to starting signal.
 - 2. Enters the water prior to starting sequence unless authorized by starter during delay in the meet.
 - B. Backstroke start.
 - 1. In motion prior to starting signal.
 - 2. Standing in or on the gutter immediately after the start.
 - 3. May be assessed for failure to maintain the correct position after the first warning.
 - C. Entering the water other than feet first is a false start and a disqualification.
- VIII. In case of false start, the Starter shall:
 - A. Give a false start signal to halt the race.
 - B. Recall swimmers to blocks or starting positions.
 - C. Charge the false start to a lane, "One false start on lane X."
 - 1. More than one swimmer may be assessed a false start.

ATTACHMENT II - Starting Sequence (continued)

2. A swimmer who false starts because of the action or motion of another swimmer is not charged with a false start.

D. Restart the race.

1. If a sizable part of the race was swum on the false start, the Starter may allow a rest period by starting other heats prior to the restart.

E. Not assess any false start if the false start resulted from malfunction of starting equipment, in response to a command of the Starter, or by some cause not the fault of the swimmers.

IX. Disqualifications.

A. 6 & under -- none.

B. 7 - 12 -- upon 3rd false start.

C. 13 - 18 -- upon 2nd false start.

Examples & Tips for Starters

I. 25 yard breaststroke.

A. "Timers & Judges ready?" Look and see.

B. "Swimmers step up." Make sure they do.

C. "25 yard breaststroke."

D. "Take your mark." Down together.

E. Start race. Watch for false starts.

F. Recall if there is false start.

G. "One false start on lane X." Excuse swimmer after 2nd false start.

H. Restart race.

II. 50 yard backstroke.

A. "Swimmers you may enter the water." Always include "FEET FIRST" to emphasize our safety rule.

B. optional, "Return to the wall." If swimmers are allowed to enter the water during a delay and may be warming up.

C. "Timer & Judges ready?"

D. "Swimmers place your feet." Prepare to assume starting position.

E. "50 yard backstroke."

F. "Take your mark."

G. Start race. Watch for false starts, if any repeat F. - H. in I. above.

III. 200 yard Medley Relay.

A. "Backstrokers may enter the water feet first."

B. "Timer & Judges ready?"

C. "Swimmers place your feet."

D. "200 yard Medley Relay." Order of strokes can be given here. See V. A. below.

E. "Take your mark."

F. Start race. Watch for false starts, if any repeat F. - H. in I. above.

IV. 100 yard Individual Medley.

A. & B. as in I. above.

C. "100 yard Individual Medley." Order of strokes can be given here. See V. B. below.

D. Complete sequence as in D. & E. in I. above. Watch for false starts, if any repeat F. - H. in I. above.

V. Order of strokes.

- A. Medley Relay: backstroke, breaststroke, butterfly, free.
- B. Individual Medley: butterfly, backstroke, breaststroke, free.

VI. Moving the meet along is one of the main jobs of the Starter.

- A. Working with the Clerk of the Course will improve this function.
 - 1. Keeping an events list handy with the number of heats in each event is very helpful.
 - 2. The starter can call for the next heat to be in position behind the blocks before the previous event is finished.
- B. Empty lanes prior to the last heat may indicate a problem. When in doubt, check it out.

VII. Timers must be positioned where the race will end.

- A. It saves time if they are warned prior to their last heat in their current position.
- B. Position for timers.
 - 1. 25 yard events - at the end of the pool opposite the start.
 - 2. All other events - at the same end as the start; behind the blocks.

VIII. The Starter and Head Timer should meet with lane timers before the meet starts to review procedure and practice a start or two.

- A. Timers should be instructed to start the watch on the smoke of the gun or flash of the starting unit, NOT on the sound.
- B. Timers stop their watches when ANY part of the swimmer touches the wall at the end of the race.
 - 1. They do NOT wait for a legal touch.
 - 2. They do NOT try to determine if a legal touch has been made.
- C. If a lane timer misses a start, he/she must signal the Head Timer.
 - 1. The Head Timer then either times on that lane or hands the lane timer a running watch.
 - 2. Timers on empty lanes should start their watches for each event as backups if needed.
 - 3. Timers should ask for backup even if they only missed the start "by a little bit."

ATTACHMENT III - Stroke and Turn Judging Part 1

- I. The technical rules for strokes, turns, and relays are stated in Attachment III, Part 2.
 - A. Judging shall be by these rules only, without reference to other outside rules.
 - B. These rules are taken from US Swimming and are very similar, with the main exceptions:
 - 1. Forward start is from the front of the block.
 - 2. There is no limitation on underwater distance following backstroke starts and turns.
- II. Swimmers must attempt to swim each stroke properly.
 - A. Since deviations may give unfair advantage, Stroke and Turn Judges must disqualify any swimmer judged in violation of the stroke rules.
 - B. Any case in doubt must be ruled in favor of the swimmer.
 - C. Ages 7-8 will be judged more leniently.
 - 1. This has mostly been a matter for agreement prior to each meet.
 - 2. Specifically, 7-8's are not disqualified for turning past vertical in order to look for the wall on backstroke finishes.
- III. Prior to each meet, Stroke and Turn Judges shall meet to decide how strictly strokes shall be judged for that meet and the positions from which judging will take place.
 - A. In the first competitive meet of the season for each team "Warnings" only for rule infractions will be issued for age groups below 11-12's in lieu of disqualifications.
 - B. Judges and Starters must be positioned such that a clear line of sight is provided to the swimmer(s) at all times preferably walking abreast of the swimmers, except during freestyle.
 - 1. Disqualification based on a rule infraction occurring during a turn, touch or exchange must be witnessed while positioned between the backstroke flags and the pool end.
- IV. Disqualifications.
 - A. Interference with another swimmer.
 - 1. In case of interference, the event will be stopped and restarted after a reasonable rest period.
 - 2. Disqualified swimmers will not swim in the rescheduled event.
 - B. Swimming the wrong stroke for the event.
 - C. Strokes out of order in Medley Relay or Individual Medley.
 - D. Breaking stroke (one complete odd stroke).
 - E. Upon third false start (7-12).
 - F. Upon second false start (13-18).
 - G. Deliberate use of lane lines, pool sides or bottom to gain advantage.
 - 1. Exception: Contact with the bottom is allowed only in the case of wet starts. A wet start is allowed for any swimmer in the following situations:
 - a. The swimmer elects not to start from the pool deck or the depth of the pool is such that a diving start is ruled by the officials to be unsafe.
 - b. A swimmer beginning in a wet start position must maintain contact with the end of the pool with a minimum of one hand clearly above the surface of the water until the official start of the event or leg of the relay.
 - c. In the event that the swimmer begins the event by losing contact with the pool end before the official start or prior relay leg concludes, that swimmer will be disqualified.
 - H. Crossing lanes disqualifies only if:
 - 1. There is interference with another swimmer.
 - 2. The swimmer finishes in a lane other than his/her own.
 - I. Ages 6 and under are not disqualified.
 - 1. Exception: swimming the wrong stroke for more than one-third of the race, and this is only for fairness to swimmers doing/trying to do correct strokes.

ATTACHMENT III - Stroke and Turn Judging Part 1 (continued)

J. Judges must allow for any handicap or deformity which prevents strict adherence to stroke rules.

1. Judges should be notified of such cases prior to the heats in which such a swimmer will swim.

K. With the exceptions noted above, judging should be as consistent as possible across all heats and all events.

L. Judges must write/print their name CLEARLY on the DQ slips, in case there are any questions or problems. If there are any questions or problems, and the judge's name is not readable, the DQ will not count.

M. Any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue may be considered for appropriate action or penalty up to and including disqualification from an event or meet. Incident reports must be made through a team Head Coach where-upon a review for potential action will be made by the consensus decision of the team Head Coaches (reporting and offending) and the Head Stroke and Turn Judge.

N. Judge will turn DQ slips into scoring table as soon as possible. A copy of the DQ slip will be sent to the coach of that swimmer as soon as possible.

V. Swimmers must be notified of disqualifications in as positive a manner as possible.

ATTACHMENT III - Stroke and Turn Judging Part 2

Part 2: Technical Rules for Individual Strokes and Relays

I. Breaststroke.

A. START - the forward start shall be used.

B. STROKE - From the beginning of the first armstroke after the start and after each turn, the body shall be kept on the breast. The arms shall move simultaneously and in the same horizontal plane without any alternating movement. The hands shall be pushed forward together from the breast, on, under, or over the water and shall be brought back on or under the surface of the water. The hands shall not be brought beyond the hipline, except during the first stroke after the start and each turn. Some part of the swimmer's head shall break the surface of the water at least once during each complete cycle of one arm stroke and one leg kick, in that order. After the start and each turn the swimmer may take one arm stroke completely back to the legs and one leg kick while wholly submerged. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.

C. KICK - All vertical and lateral movements of the legs shall be simultaneous. The feet must be turned outward during the propulsive part of the kick movement. A scissors, flutter or downward butterfly kick is not permitted. Breaking the surface with the feet shall not merit disqualification unless followed by a downward butterfly kick. ONE DOWNWARD BUTTERFLY/DOLPHIN KICK PERMITTED AT START AND EACH TURN.

D. TURNS - At each turn, the touch shall be made with both hands simultaneously at, above, or below the water surface. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during any part of the last complete or incomplete cycle preceding the touch. Once a touch has been made, the swimmer may turn in any manner desired. The **shoulder must be at or past the vertical toward the breast** when the feet leave the wall and the form prescribed in B and C above must be attained from the beginning of the first arm stroke.

E. FINISH - At the finish, the touch shall be made with both hands simultaneously at, above, or below the water surface. The head may be submerged after the last arm pull prior to the touch provided it breaks the surface of the water at some point during any part of the last complete or incomplete stroke cycle preceding the touch.

II. Butterfly.

A. START - The forward start shall be used.

B. STROKE - After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring him/her to the surface. From the beginning of the first arm pull, the swimmer's shoulders shall be in line with the water surface. Both arms must be brought forward over the water and pulled back simultaneously.

C. KICK - All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.

D. TURNS - Once a touch has been made, with both hands simultaneously at, above, or below the water surface but not necessarily at the same level, the swimmer may turn in any manner desired. The prescribed form must be obtained from the beginning of the first arm stroke.

ATTACHMENT III - Stroke and Turn Judging Part 2 (continued)

E. FINISH - At the finish the touch shall be made with both hands simultaneously at, above, or below the water surface but not necessarily at the same level.

III. Backstroke.

A. START

1. The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips.
2. Prior to the command "take your mark" and until the feet leave the wall at the starting signal, the swimmer's feet, including the toes, shall be placed under the surface of the water. Standing in or on the gutter or curling the toes over the lip of the gutter is not permitted at any time before or after the start.
3. There is no limitation on underwater distance following the backstroke start, or on backstroke turns.

B. STROKE - The swimmer shall push off on his/her back and continue swimming on the back throughout the race.

C. TURNS - Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may turn past the vertical toward the breast. If the swimmer turns past vertical, such motion must be part of a continuous turning action and the swimmer must return to a position on the back before the feet leave the wall.

D. FINISH - The swimmer shall have finished the race when any part of his/her body touches the wall at the end of the course.

IV. FREESTYLE.

A. START - The forward start shall be used.

B. STROKE - Freestyle means that in an event so designated the swimmer may swim any style; except that in a medley relay or individual medley event, freestyle means any style other than butterfly, breaststroke, or backstroke.

C. TURNS - Upon completion of each length, some part of the swimmer must touch the wall after completing the prescribed distance.

D. FINISH - The swimmer shall have finished the race when any part of his/her body touches the wall after completing the prescribed distance.

ATTACHMENT III - Stroke and Turn Judging Part 2 (continued)

V. INDIVIDUAL MEDLEY - The swimmer shall swim the prescribed distance in the following order: the first 1/4, butterfly; the second 1/4, backstroke; the third 1/4, breaststroke; the last 1/4, freestyle.

A. START - The forward start shall be used.

B. STROKE - The stroke for each 1/4 of the designated distance shall follow the prescribed rules for that stroke.

C. TURNS - The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed.

1. Butterfly to Backstroke - The swimmer must touch as described in II, D. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the feet leave the wall.

2. Backstroke to Breaststroke - The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the breast when the feet leave the wall and the prescribed form must be attained prior to the first arm stroke.

3. Breaststroke to Freestyle - The swimmer must touch as described in I, D. Once a legal touch has been made, the swimmer may turn in any manner.

D. FINISH - The swimmer shall have finished the race when any part of his/her body touches the wall after the prescribed distance.

VI. RELAYS.

A. Freestyle Relay - Four swimmers on each team, each to swim 1/4 of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.

B. Medley Relay - Four swimmers on each team, each to swim 1/4 of the prescribed distance continuously in the following order: first, backstroke; second, breaststroke; third, butterfly; and fourth, freestyle. Rules pertaining to each used shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.

C. Rule Pertaining to Relay Races.

1. No swimmer shall swim more than one leg in any relay event.

2. In relay races a swimmer other than the first swimmer shall not start until his/her team-mate has concluded his/her leg.

3. Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg shall jump into or enter the pool in the area where the race is being conducted before all swimmers of all teams have finished the race.

4. Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.

5. In relay races the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before the preceding teammate touches the wall shall be disqualified.

- I. The name of this league shall be, Valley Aquatic League.
- II. Membership and Voting
 - A. Member teams are:
 - 1. Encore
 - 2. Los Gatos Swim Club
 - 3. Los Ranchitos
 - 4. Morgan Hill
 - 5. Westgate
 - B. Membership shall be limited to six (6) teams.
 - 1. A team wishing to fill an opening, shall present its request to the Board of Directors.
 - 2. Acceptance of a new team shall be by majority vote of all teams.
 - 3. Expulsion of a team shall be by unanimous vote of all other teams.
- III. Purposes
 - A. To promote interest and appreciation in the sport of swimming through a summer cabana league program.
 - B. To improve the swimming skills of participants.
 - C. To provide a rewarding experience for beginning swimmers while still challenging more advanced swimmers.
 - D. To promote healthy and friendly attitudes toward competition.
 - E. To do the above in an atmosphere of friendliness, fairness, and good sportsmanship.
- IV. Board of Directors
 - A. The Board of Directors will function as the official leadership of the league. It shall handle all league business, functions, and responsibilities.
 - 1. If the treasury exceeds \$4,000 after all outstanding expenses for the season are paid, the Board shall review the possibility of dividing the excess amount over \$4,000 equally among the member teams.
 - B. Each team shall elect a representative and alternate to the Board by its own method. Each team is allowed one vote and that vote may be cast by the representative or the alternate. All voting must be done in person with the minutes reflecting the results of voting by respective team. Any issue raised to vote before the league failing to achieve the required majority outlined in Section XI fails to carry.
 - C. The preferred method of reaching decisions is by consensus.
 - D. When there is no consensus, decisions may be made by majority vote of teams present, except as provided in Sections II, B, 3; X, B, 2; and XI, F of these bylaws.
 - E. League Officers
 - 1. Offices shall be President, Vice-President, Secretary, and Treasurer.
 - 2. To be elected from representatives and alternates to the Board.
 - 3. Election shall be by majority of teams present.
 - 4. No two officers shall be from the same team.
 - a. Exception: insufficient candidates to fill offices.
 - b. Exception requires a two-thirds majority approval of teams present.
 - 5. Nominees should consent to serve a complete term.
 - 6. The term of office shall be two years or until officers are elected for the next term.
With a maximum of two (2) successive terms.
 - 7. Officers shall assume their offices at the end of the meeting at which they are elected.
 - 8. Elections should normally occur during the first calendar quarter meeting.
 - 9. Vacant offices shall be filled by ad hoc elections by the Board as provided above.

F. Duties of officers:

1. The President shall establish dates and agendas and preside at Board meetings.
2. The Vice-president shall assume the duties of President in the absence of the President and serve as facilitator at meetings.
3. The Secretary shall establish that a quorum is present, when required, maintain a roster of team representatives and alternates, ascertain who will vote for each team, and keep accurate, objective minutes of each meeting. The Secretary shall also email minutes promptly after each meeting and email the agendas at least one (1) week prior to the next regularly scheduled meeting.
4. The Treasurer shall receive and dispense league funds, deposit league funds in a manner approved by the Board, and make timely, accurate reports to the Board as required.

G. The board shall meet at least quarterly at such times as it shall determine.

1. At each meeting, the date, time, and place of the next meeting shall be determined.
2. Special meetings may be called by the President.
 - a. At least two weeks notice will be given.
 - b. Shorter notice may be given at the discretion of the President when required by the urgency of the agenda.
 - c. Member teams may request the President to call additional meetings.
3. Only items on the agenda will be on the table for a vote. New business can be presented at the meeting to be voted on at the next meeting, unless urgency demands immediate action or unless all teams present agree to take immediate action.

H. At all meetings, a majority of the member teams shall constitute a quorum.**V. Meet Schedule**

- A. To be set by the Board as early as possible prior to the new season.
- B. Will include dual meets and end with a Championship meet.

VI. Swimmer eligibility and rosters

- A. Each swimmer must be a bona fide member of their respective teams.
- B. Roster lists
 1. To be exchanged among teams prior to the first dual meet
 - a. Alternate date may be established by the Board.
 2. Rosters are to include names, ages (per Section VII, G), and birthdates listed by sex and age group.
 3. May be updated during the season to reflect changes.
- C. In all meets, a swimmer must swim in at least one (1) individual event to swim on a relay.
- D. Eligibility for Championships requires that a swimmer swim in at least two (2) league meets during the current season.
- E. No later than the league meeting prior to the championships any team may request a roster exemption to the 2 swim meet rule in (D) above provided that there is a quorum present to vote.
- F. Team sizes are limited to 135 swimmers, for all dual meets and Championships. Team sizes are up to the discretion of the club and not limited in size; the 135 limitation applies only to dual meets and Championships. Once each team's roster of swimmers is turned in for each dual meet and Championships, no changes are permitted unless approved by all the affected coaches. In the event that the team size exceeds 135 swimmers, all meet rosters are to be filled on a first come, first swim, sign up basis.

VII. Swimmer age groups (separate divisions for boys and girls)

- A. 6 and under
- B. 7 and 8
- C. 9 and 10

- D. 11 and 12
- E. 13 and 14
- F. 15 to 18 (inclusive)
- G. A swimmer's age is his/her actual age on May 31 of each year.

VIII. Events are

- A. Medley Relay
 - 1. Order of strokes: backstroke, breast stroke, butterfly, and free style
- B. Butterfly
- C. Backstroke
- D. Individual Medley
 - 1. Order of strokes: butterfly, backstroke, breast stroke, and free style
- E. Breaststroke
- F. Freestyle
- G. Freestyle Relay

IX. Scoring

- A. Dual meets
 - 1. Individual events: scored first - sixth places; 7, 5, 4, 3, 2, 1 points respectively.
 - 2. Relays
 - a. First place - 8 points, Second place - 4 points and Third place - 2 points
 - b. No team can score First and Second place points regardless of finish and entry.
 - c. In order to score points a team must have a relay team entered in the event
- B. Championships
 - 1. Individual events: scored first - tenth places; 11, 9, 8, 7, 6, 5, 4, 3, 2, 1 points respectively.
 - 2. Relays: Scored first - tenth places; 22, 18, 16, 14, 12, 10, 8, 6, 4, 2 points respectively

X. Separation and Dissolution

- A. A member team that leaves the league may forfeit all claims to league funds or other assets.
- B. Dissolution of the league may be proposed by any two (2) member teams.
 - 1. Such a motion may be made at any properly convened meeting. If passed by a majority of teams present, it will be placed on the agenda of the next meeting.
 - 2. Passage of a motion of dissolution shall require a two-thirds (2/3) vote of all member teams.
 - 3. Upon dissolution, all league assets and liabilities will be shared equally by all member teams.

XI. Bylaw Changes

- A. Proposed changes must be submitted in writing to the President three (3) weeks prior to the next subsequent meeting.
- B. The President shall include the proposed changes on the agenda of the next subsequent meeting.
- C. The text of the proposed changes shall be distributed with the agenda of the relevant meeting.
- D. Proposed changes may be discussed and/or amended at that meeting.
- E. Proposed changes will be decided without further amendment at the next properly convened meeting.
- F. Passage requires a majority vote of all member teams present in person, except Sections II, B, 3 and X, B, 2 of these bylaws which require a two-thirds (2/3) vote.
- G. Approved changes are effective immediately.