

## Guidelines for Marshals (rev. 8-5-19)

USA Swimming rulebook:

*102.18 MARSHALS- Shall wear identifying attire and enforce warm-up procedures and maintain order in the swimming venue. The marshal shall have full authority to warn or order to cease and desist, and, with the concurrence of the Referee, to remove, or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language, or whose actions are disrupting the orderly conduct of the meet.*

### Responsibilities of Marshals include:

- arrive at the swim venue at least fifteen (15) minutes prior to the beginning of warm-ups.
- check in with the referee to receive instructions, i.e. where they will be positioned, special safety concerns for the meet, etc.
- be easily identifiable by a distinctive article of attire received from referee
- Note the location of facility personnel and first aid
- Warm-down areas must be marshaled throughout the meet.
- Marshals must not leave the area until coverage is provided or until excused by the referee.

### Duties of Marshals include:

- Making sure that swimmers behave in a safe manner. (No running, abusive behavior, whipping towels, etc.)
- To enforce the rules of the meet
  - Only water, sports drink allowed on deck – no snack bar food
  - No glass on deck or in locker rooms.
  - No uncertified people on deck – only coaches, meet officials and parents helping run the meet.
  - No chairs on deck except coaches (this may vary by meet)
- During general warm-ups, make sure that swimmers enter the water feet first from the starting end only and ease into the water. Swimmers should **NOT** be entering from the opposite end or sides of the pool during warm-ups. **ABSOLUTELY NO DIVING until instructed by referee.**
- Be alert to dangerously overcrowded warm-ups and alert the meet referee or meet manager.
- Notify the coach of any swimmer who is behaving/acting in an unsafe manner.
- Report any unsafe areas on the deck to the Meet Referee including loose wires, slippery areas, and any other things you consider dangerous.
- Periodically walk through hallways, spectator area, etc.
- Arrange for "two adult" walk-throughs of the other gender locker rooms.
  - Stop any shaving - Inform Meet Referee and Meet Management.
  - Strangers in locker room not associated with swim meet. Notify meet referee
- Blood on the deck or a bleeding swimmer?
  - Immediately notify the Referee and first aid staff.
  - Help cordon off the bloody area until it is properly cleaned.
- Random people on Deck? In the venue? Immediately Inform the Meet Manager or Meet Referee.
  - NO camera use in locker rooms
  - No camera use on pool deck unless authorized by Meet Referee
  - NO camera/cell phone behind starting blocks during any time during meet, including warm up. This is a PVS Policy!

Your role is to help maintain a safe environment so please:

- **Pay Attention** to the meet. This means no excessive cell phone use or watching videos etc. during your shift.
- Use appropriate language
- Do not touch any swimmer/parent/official/patron unless an emergency deems it necessary. Should a person become belligerent with you please report it to the Meet Referee immediately.

**Remember: Safety is the Primary Concern. Be firm! But not a Tyrant**