

# **BERKS COUNTY SWIMMING ASSOCIATION**

## **2010 CONSTITUTION**

### **ARTICLE I**

#### **Name**

The organization shall be called the Berks County Swimming Association. The object of the Association shall be to foster amateur swimming, to promote good sportsmanship and to improve competitive relations among neighboring communities.

### **ARTICLE II**

#### **MEMBERSHIP**

**Section 1:** There shall be four classifications of membership in the association.

- a. Pool membership for which the annual dues will be \$25.00
- b. Contributing Membership for which the annual dues will be \$10.00, which entitles the member to annual results
- c. Social membership for which the annual dues will be \$3.00
- d. Competitors Membership for which the annual dues determined at the Spring Meeting

**Section 2:** Membership period shall be from June 1<sup>st</sup> of the current year to May 31<sup>st</sup> of the following year.

**Section 3:** Pool membership shall be limited to outdoor pools situated within the geographical limits of Berks County

### **ARTICLE III**

#### **Amendments**

The Constitution, general rules, rules and regulations for Championship and dual meet swimming, diving championship may be amended by a two-thirds vote of all members present, provided that a written notice of such proposed change be sent to each contributing and social member at least 14 days before such action is taken.

### **ARTICLE IV**

#### **DUTIES OF OFFICERS**

**Section 1:** The President shall preside at all meetings of the Association and shall, through the Corresponding Secretary, call meetings of the same. The President shall

appoint other aquatic chairman as the need may arise. He shall also support any other committee chairman necessary to conduct business of the Association.

**Section 2:** The First Vice President shall perform the duties of the President in the case of the latter's absence. He shall serve as chairman of the Pool Relations Committee.

**Section 3:** The recording Secretary shall perform the following duties: Keep accurate records of all official transactions of the Association and keep a record of the results of all officially recognized contests.

**Section 4:** The Corresponding Secretary shall conduct all official correspondence of the Association and keep a register containing the names and address of the members, officers and coaches.

**Section 5:** The Treasurer shall receive and hold all funds of the Association and shall keep a correct amount of all money received and disbursed by the Treasurer.

## **ARTICLE V** **Committees**

**Section 1:** Each committee chairman shall appoint his own committee to consist of no fewer than five members including the chairman.

**Section 2:** Each Committee chairman shall report directly to the Executive Committee shall be responsible to it for the program of his committee.

**Section 3:** The duties of the Swimming, Diving and other committee chairman shall be to plan, direct and coordinate the complete program of his committee's aquatic activity. All matters as far as possible, shall be resolved within the committee structure, subject to review by the Executive Committee.

**Section 4:** The committee shall hold a minimum of two committee meetings a year, one which shall be held between January 1<sup>st</sup> and March 1<sup>st</sup>.

## **ARTICLE VI** **EXECUTIVE COMMITTEE**

**Section 1:** There shall be an Executive Committee, consisting of the Officers of the Association, all Committee Chairmen, and two members elected at large. The Executive Committee shall carry on the business of the Association between meetings.

**Section 2:** A majority of the Executive Committee shall constitute a quorum.

**Section 3:** The Executive Committee shall investigate and decide all complaints in regards to violations of the constitution, by-laws or disputes arising within the Association.

**Section 4:** The Executive Committee may, by majority vote, suspend a member for unsportsmanlike conduct or for a violation of the constitution and by-laws. Any suspended member shall be prohibited from competing in events sponsored by the association for the remainder of the aquatic season.

## **ARTICLE VII** **MEETINGS**

Regular meetings of the Association shall be called by the President.

**Section 1:** The annual meeting shall be held each year prior to the County Championship meet.

**Section 2:** That during the month of April, a follow-up is held at which time the swimming program for the coming summer is presented to the membership, to be voted on and approved.

**Section 3:** Notice shall be sent to all Social and Contributing members announcing the place and time for the meetings at least seven days before scheduled meeting.

**Section 4:** A quorum shall consist no fewer than 15 members.

**Section 5:** A special meeting shall be called by the President 15 days upon written request by five members in good standing.

**Section 6:** Voting privileges at the general membership meeting of BCSA will be limited to members in good standing of at least 60 days and are at least 18 years of age.

## **GENERAL RULES**

### **I. Specific Rulings**

- A. **Residence** Defined in section on Dual Meets and Championship Meets.
- B. **Registration** Every person in **ANY** meet must be a member of BCSA. Swimmers Application forms for membership (or team rosters) must be filed with the League Commissioner the Friday prior to the **Dual Meets** in which they are to participate.
- C. **Remittance** Membership fee is determined at the Spring Meeting. Pools will Be billed at the second coaches meeting. Total membership fees shall be paid with entries for the County Swimming Championship. Any additional roster swimmers will be separately billed at the County Championships.
- D. **Discrimination** All competitors legally entered in meets shall be allowed to participate regardless of race, creed or color.

### **II. MISREPRESENTATING FACTS**

- A. **Definition** Misrepresentation shall constitute untrue statements of age, residence, team representation, or other fact of eligibility including qualifying times.
- B. **Penalties**
1. Forfeit of competitors points in the meet, including forfeit of any team trophy.
  2. Forfeit of competitors individual awards, if any, and in the case of a relay, forfeit of all relay team member's awards.

### **III. AGE CUTOFF**

A competitor in **any** meet shall have his or her age defined as his or her age on the **First Day of August**.

### **IV. PROTESTS**

Defined in sections on Dual Meets and Championship Meets.

# RULES AND REGULATIONS FOR CHAMPIONSHIP MEETS

## I. **ELIGIBILITY**

### A. **Team Representation**

All teams in BCSA County Championship Meets must represent member pools of BCSA.

### B. **Individual Representation**

1. A competitor must be a bona fide member, or full time employee of the BCSA club or organization represented. Bona fide member is defined as a competitor that has full pool privileges.
2. Competitors must represent the same team in both Dual Meet and Championship competitions.
3. No unattached swimmers or divers will be allowed to participate in County Championships.

## II. **AGE GROUP**

- A. Cutoff date as defined in the General Rules.
- B. The following age groups are defined:
  1. 15 to 19 may compete the summer they graduate.

## III. **ENTRIES**

- A. **Close**- The closing date and time for all Swimming and Diving entries for the BCSA Championship Meets shall be determined by the Committee chairmen for the current year and distribute with the entry forms of each Championship meet.
- B. **Place**- Entries must be **DELIVERED** (not mailed) to the league commissioner of the BCSA
- C. **Changes- NO** changes or additions may be made after the deadline.

## IV. **CONDUCT OF MEETS**

- A. Team and individual representation as defined above

B. Each team is allowed unlimited entries in the Age Group Championship Meet and two (2) or more relay teams per event (A, B, C etc.). Unattached competitors may not swim on relay teams or form a relay of their own.

C. Events per competitor in Age Group Championships

A competitor may **compete** in **FIVE** (5) events, with diving and relays counting as events. At most a competitor may be entered in **Three** (3) individual events and **Two** (2) relays.

D. Scratches

Will be determined by the current US Swimming and Diving Handbook.

E. Scoring

Scoring will be 12 (6 lanes) or 16 (8 Lanes) to be determined at the Spring Meeting

F. Swimming Rules

**1. Age Group Championships**

A. Date, Time, Order of Events and Qualifying Times will be distributed to all coaches with the entry forms for each Championship meet.

B. Heats will be arranged and swum on a trials and finals basis.

1. Distance events, (ie400 Free) when competed, swum as time finals .
2. Relays may be swum as timed finals .
3. 8 and Under events will be swum as timed finals.

C. The six (6) or (8) fastest qualifiers, based on their time trials, will swim in the finals event. The next six (6) or (8) will swim in the consolation finals for that event. The number determined at the Spring Meeting.

1. In the event that the BCSA swimming championships is being held at a host pool that has 8 lanes, the membership could vote to change the number of swimmers to qualifiers for the finals and consolations from 6 to 8 at the spring membership meeting.
2. If the membership elects to go from 6 to 8 swimmers, the scoring system shall be changed from 12 to 16 swimmers for that championship. Relay scoring for such event will be changed from 6 to 8 places for that championship.
3. In the event that membership elects to change the number of finalists from 6 to 8 the annual cost per swimmer shall be increased by \$.50

per athlete on the team's roster to cover the additional cost for that championship.

4. In the event that membership elects to change the number of finalists from 6 to 8, Diving championships scoring would be changed from 12 to 16 to mirror the swimming scoring for that championship.
5. In the event that membership elects to change the number of finalists from 6 to 8, the 16 place scoring would be as follows: 20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1. Relay scoring would be: 40, 34, 32, 30, 28, 26, 24, 22 for that championship.

D. All events in the time trials must be swum.

E. A competitor who qualifies for the finals, via time trials, must swim in the finals to receive his or her award and to points for their respective team.

1. Final events with only one qualifier shall not be required to swim, with award and points granted.

F. A competitor who is disqualified in the finals will be awarded the last completed place and will receive that place award, but no points will be awarded to the competitor's team.

G. Responsibility of Host Pool

1. Pools holding Championship meets must be a minimum of 25 meters in length, six (6) lanes across, with adequate lane dividers, visible lines on the bottom, recall rope provisions, starting blocks and backstroke flags in accordance with US Swimming Rules.
2. Host pool is responsible for the conduct of the persons in the pool area and to have a guard on duty.

## **V. PROTESTS**

A. Protests must be lodged with the meet director or meet referee within 30 minutes of the infraction and submitted to him in writing, signed by a responsible individual, before the end of the meet. The said meet official shall take the appropriate action.

B. In championship meets, the meet director shall turn the written request over to the Executive Committee of the BCSA within 24 hours after receiving said protest and the Executive Committee shall consider the protest and act accordingly.

## **VI. AWARDS**

A. There will be individual awards for the first 12 places in individual events and 6 places for relays.

B. **Age Group Championships**

1. 8 & Under, 9 and 10, 11 and 12, 13 and 14, and 15 to 19 (18 & 19 year olds may compete the summer they graduate from high school). Plaques will be awarded to each boys' and girls' team scoring the highest number of points in their respective age groups.

C. **Dr. Lawrence Trophy**

Will be awarded to that one team (all ages of boys and girls combined) scoring the most points (as defined in the section above) in the Age Group Championships, both Swimming & Diving points.

D. **Larry Harding Trophy**

Will be awarded to the coach or coaches of a pool whose team or teams score the most swimming points in BCSA Championship Meets.

## **RULES AND REGULATIONS FOR DUAL MEET LEAGUE**

### **I. Eligibility**

1. A competitor must be a bona fide member or full time employee of the BCSA club represented. Competitors must represent the same team in both Dual and Championship meets. Bona fide member is defined as a competitor that has full pool privileges
2. Any competitor may compete with only one team represented in the league in any given season (this must be the same team represented in the BCSA Championship meets).
3. BCSA reserves the right to question the eligibility of any competitor.
4. If an ineligible person competes, his or her team will receive no points for that event. The opposing team shall score as if the swimmers from the offending team had been disqualified (that is 5 for one swimmer, 8 for two swimmers and 7 for a relay).

### **II. AGE GROUP**

8 and Under (9 any day after the first day of August)  
9 and 10 (11 any day after the first day of August)  
11 and 12 (13 any day after the first day of August)  
13 and 14 (15 any day after the first day of August)  
15 and Over (any one 15 and over the first day of August)

Swimmers may move up in age groups, but must swim the entire meet in one age group.

### **III. ENTRIES**

Four (4) copies of the lineups shall be prepared by each coach for use upon arrival at the pool on the night of the meet.

**One Copy** of this lineup to be retained by the coach.

**One Copy** of each lineup to the clerk of course.

**Two Copies** of each lineup to the announcer. Copies **must** be turned in as called for below:

Lineup

Event 1- 8 Ten minutes before the meet starts

Event 9-18 Anytime before the start of Event # 7  
Event 19-28 Anytime before the start of Event # 17  
Event 29-38 Anytime before the start of Event # 27  
Event 39-48 Anytime before the start of Event # 37  
Event 49-58 Anytime before the start of Event # 47

**Only scratches** may be made after the entries are filed.

The swimmers will be staggered in odd and even lanes. The visitors will have the choice of odd or even lanes. If it is a five lane or four lane pool, four lanes will compete for points.

#### **IV. SCHEDULING**

Meets are to begin promptly at the time and date chosen by the scheduling committee. There will be no change in the date of the meet except for inclement weather. If a meet is postponed, it must be swum during that week, same week if possible. Postponed meets must be agreed upon by both coaches. Both coaches must call the Swimming chairman to confirm rescheduled date and time.

#### **V. EVENTS**

A competitor may be entered in only three (3) events per meet swimming live or exhibition, a relay shall count as one event. A competitor may swim in an additional exhibition relay event if it is mutually agreed upon by both coaches. In a pool with 6 lanes or more, a team may enter three individuals and three relays per event. Each competitor would be able to swim for points. The scoring will remain the same and no team can take all the points in an individual event.

**8 & Under:** 1 lap or 25 meters/yards Butterfly, Freestyle, Backstroke, Breaststroke, 100 free relay.

**9 & 10:** 2 laps or 50 meters/yards Butterfly, Freestyle, Backstroke, Breaststroke, 200 Medley Relay, 200 Free Relay.

**11 & 12:** 2 laps or 50 meters/yards Butterfly, Freestyle, Backstroke, Breaststroke, 200 Medley Relay, 200 Free Relay.

**13 & 14:** 4 laps or 100 meters/yards Butterfly, Freestyle, Backstroke, Breaststroke, 200 Medley Relay, 200 Free Relay.

**15 & Over:** 4 laps or 100 meters/yards Butterfly, Freestyle, Backstroke, Breaststroke, 200 Medley Relay, 200 Free Relay.

**EXCEPTION:** Lengths of events will be adjusted.

**VI. EXHIBITION ENTRIES**

Individual exhibition swimmers may swim only in exhibition lanes. Exhibition swimmers names must be listed and marked as such on the entry and score sheets.

**VII. SCRATCHES**

May be turned in any time.

**VIII. SCORING**

<u>Individual Events</u>	<u>Place</u>	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>3<sup>rd</sup></u>
	Points	5	3	1
<u>Relay Events</u>	<u>Place</u>	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	
	Points	7	0	

**IX. HOST POOL**

The home pool shall be responsible for organizing all officials. They shall fill these positions from both their own and visiting team officials. An announcer and an adequate amplifying system should be provided. Host pool is responsible for the conduct of the persons in the pool area. All persons who are not officials **MUST** be kept at least 6 feet from the edge of the pool. Any interference with the officials in the execution of their duties shall result in a disqualification of the offending team by the referee in the event being swum at the time of the infraction.

**X. VISITING POOL**

The visiting team is responsible for the conduct of its competitors and spectators.

**XI. OFFICIALS**

The host pool shall provide a starter, referee and an announcer. The following minimum complement of officials shall divided equally between both pools, whenever possible. Two (2) stroke and turn judges, three (3) place judges, one (1) or two (2) timers per lane and two (2) scorers. The duties are to be spelled out by the referee, in accordance with the US Swimming Handbook. It is further recommended that the section from the US Swimming Handbook dealing with stroke definitions be available.

**XII. RESULTS**

The winning coaches **must send or deliver Original** sheets to the Dual Meet Chairman **WITHIN 24 HOURS OF THE MEET** including all times, places and scores. Such results constitute a complete copy of the meet results for both teams and **MUST BE SIGNED** by both coaches. The visiting coaches must be supplied with a complete copy of the results.

**XIII. PROTESTS**

In the event of a protest, the referee and the opposing coach must be notified within 30 minutes of the completion of the meet. In addition, a written protest must be filed with the Dual Meet League Chairman within 24 hours.

**XIV. AWARDS**

Permanent Plaques are awarded to the winners of each division.

**XV. SITE CHANGES**

The BCSA will not be responsible for any cost developed due to relocation of dual meets, development meets or any other BCSA Age Group Championships.

## **RULES AND REGULATIONS FOR DIVING MEETS**

### **I. Diving Development Meets**

1. US Diving rules will govern all diving contests except for BCSA exceptions.
2. Entries are due 5P.M., Sunday prior to each Development meet.
3. No post entries will be accepted
4. Entry fee set by BCSA at the Spring Meeting.
5. Every person entered in any diving meet must be a member of the BCSA and meet all eligibility requirements.
6. The Diving Chairman, or designated by the Diving Chairman shall have control over all phases of the meet.
7. Should a diver be unable to perform a dive in a specific category, he or she may take a zero (0) without prejudice and remain in the contest.
8. Divers must compete in their correct age group.
9. Entry forms, including the list of the dives, the positions in which they will be performed, and the degrees of difficulty, shall be signed by the diver and the coach when called for.
10. Diving Coaches will be eligible to compete in the Development Program.
11. Awards in each Development Meet : Points will be given to each diver up to 6<sup>th</sup> place ( 7 for 1<sup>st</sup>, 5 for 2<sup>nd</sup>, 4 for 3<sup>rd</sup>, 3 for 4<sup>th</sup>, 2 for 5<sup>th</sup>, and 1 for 6<sup>th</sup>) in each development meet.
12. Age: Your age is determined by how old you are as of August 1<sup>st</sup>.
13. Rosters are due at 5 P.M. Sunday prior to the first Development Meet.
14. Roster additions close at 5 P.M. Sunday prior to the Development Meet they wish to dive in.
15. To be eligible for Diving Championships, the diver must have competed in a minimum of one (1) Development meet that season.

### **II. Championship Diving Meets- Age Group**

1. Rules #1, #2, #3, #5, #6, #7, #8, #9, #10 and #12 are in effect.
2. Each team may enter an unlimited number of individuals per event.
3. If there are more than twelve 12 (or 16) contestants, all divers will perform the preliminary dives, and the top twelve 12 (or 16) will compete in the finals. The number of scoring places & awards will be determined at the Spring Meeting.
4. To be eligible for Diving Championships, the diver must have competed in a minimum of one (1) Development meet that season.

