

**COLORADO ASSOCIATION
RECREATIONAL ATHLETICS (CARA)**

**2007 RULEBOOK
FOR SWIMMING**

Effective January 1, 2007

C.A.R.A. COMMITTEE

Chair

Toni Barritt

City of Thornton
11151 Colorado Blvd.
Thornton, Co. 80233
720-977-5919
FAX: 720-977-5929

e-mail: toni.barritt@cityofthornton.net

General Rules:

- A. The main goal of CARA Youth Sports is development of skills and sportsmanship, participation, and assuring that each participant experiences some degree of success.
- B. Rule revisions for swimming will be discussed at an August summer evaluation/rule revision meeting that CARA supervisors, coaches and/or team representatives are encouraged to attend. Rule revisions requests will be taken under consideration by the CARA committee and approved at the November CPRA Aquatic Section meeting. All CARA swimming rule revisions will be in effect for the following year. Failure to present rule revisions in October will cause the previous years rules to remain in effect for the following year.

Committee Chairman Responsibilities

- A. Committee chairman is responsible for drawing up the goals and objectives that committee wishes to accomplish during its term. Chairman may assign various tasks to other committee members.
- B. Committee chairman will be responsible for maintaining a comprehensive folder which will be passed on to each consecutive committee chairman.
- C. Committee chairman will be responsible for providing the CPRA Aquatic Section body with a short summary of each committee meeting.
- D. Committee chairman will be responsible for presenting to the CPRA body proposed rules or regulations for their sport at the end of the summer swim season. Proposals for changes to rules and/or regulations will define the present rule, state **specifically** what is to be changed **and** express the proposed language to be included in the following year's C.A.R.A. swim book.
- E. Committee chairman will be responsible for dealing with all questions and/or problems.
- F. Committee chairman will collect C.A.R.A. team fees, receipts, and request for payment forms, and submit to the Aquatic Chair in a timely fashion.
- G. Committee chairman will compile a yearly report due at the end of December.
- H. Committee chairman shall be responsible for confirming agency eligibility with the CPRA secretary, prior to any participation.

Youth Sports

- A. No team scores will be kept.
- B. All team entry fees or participation fees will be collected by the swimming committee chair. Team fees are due July 1 for Summer season, November 1 for Fall season and March 1 for Winter season.
- C. Awards will be given.
- D. The host supervisor shall have complete charge of the event. Any and all situations not specifically covered in C.A.R.A. rules shall be acted upon by the host supervisor; all decisions shall be final.

Expectations Of Youth Sport Coaches

1. Knowledge of swimming rules and regulations and competitive swimming skills.
2. Set a positive example by having a fair and positive attitude toward swimmers, parents, officials and fellow coaches. Remember your actions and words will set an example for others.
3. Communicating all information concerning meet times, locations and practice times to swimmers and parents.
4. Efficiently organizing and scheduling practices and meets.
5. Strive to have a good Supervisor-Coach relationship, by keeping the communication lines open.
6. Treat all participants equally.
7. Be responsible for swimmer, parent and spectator behavior at all meets.
8. Be aware of participant safety and know basic emergency procedures.

The C.A.R.A. Philosophy

The C.A.R.A. program was created and designed to be a program with a strong **recreational** format for the non-ranked, non-sanctioned participant. Competition has its place in the program and all participants are encouraged to do their best, but it must be emphasized that this is of secondary importance. The development of skills and sportsmanship, while stressing participation for all and assuring each swimmer experiences some degree of success are the main goals of this program.

Goals And Objectives

1. To ensure the participation of all team members in swim meets.
2. To develop a strong sense of sportsmanship and fair play in each participant.
3. To teach the basics of swimming skills and meet protocol.
4. To make participation on a C.A.R.A. team fun and enjoyable.
5. To ensure that recreation and its philosophy govern the coaching methods, attitude, and objectives of the coach and team.

Swimmers and Coaches Code of Conduct

Definitions

Coach: A person designated as in charge of the team.

Swimmer: A person who actively participates in the meet, or who is on the team roster.

Contest Area: That area which is designated by the meet host.

Spectator: A person who comes out to watch the games for entertainment with no physical

involvement.

Official: Person or persons on the pool deck (usually the starter) to administer meet rules.

Participation: Any involvement in the C.A.R.A. activities such as spectating, officiating, swimming, coaching, or attending non-sporting events.

C.A.R.A. Activity: Any event designated by the Colorado Association of Recreational Athletics and hosted by an agency who is a member of C.A.R.A.

Host Supervisor: Full-time employee of the host agency.

Swimmers Code

- A. No swimmer shall: At any time lay a hand upon, shove, strike, or threaten an official, other swimmers or spectators.

Minimum penalty: Host Supervisor is required to suspend swimmer immediately.

Maximum penalty: Penalty shall be determined by the CARA Swim committee at a later date.

- B. No swimmer shall: Refuse to abide by an official's or host supervisor's decision.

Maximum penalty: Removal from further swims.

- C. No swimmer shall: Be guilty of obscene gestures or objectionable demonstration of dissent at officials' or host supervisor's decisions.

Minimum penalty: Warning by the official, and report such person to the host supervisor.

Maximum penalty: Removal of swimmer from further swims.

- D. No swimmer shall: Be guilty of an abusive verbal attack upon any swimmer, official, or host director.

Minimum penalty: Officials are required to suspend person from further meet participation.

- E. The coach shall: Be the **ONLY** team representative who may discuss a decision with the officials.

- F. The coach & team: Are responsible for the conduct of spectators.

Minimum penalty: Verbal warning to the coach regarding spectator behavior.

Maximum penalty: Removal of spectator from the contest area.

- G. The officials decisions are final. Judgement calls may not be protested.

Coaches Code

- A. No coach shall: At any time lay a hand upon, shove, strike, or threaten an official, swimmer, other coaches or spectators.

Minimum penalty: Suspend coach immediately from the contest area for the duration of the meet. Written notification shall be sent to the coach's supervisor.

Maximum penalty: Immediate suspension, letter to supervisor and the case shall be referred to the CARA Aquatic committee.

- B. No coach shall: Be guilty of obscene gestures or objectionable demonstration of dissent at official's decisions.

Minimum penalty: Verbal warning by the official, and report such person to the host supervisor.

Maximum penalty: Removal of coach from contest area.

C. No coach shall: Refuse to abide by an official's or host supervisor's decision.

Maximum penalty: Removal of coach from contest area.

D. No coach shall: Be guilty of an abusive verbal attack upon any swimmer, official, or host director.

Minimum penalty: Officials are required to suspend person from further meet participation.

E. No coach shall: Appear in the contest area under the influence of alcohol or drugs.

Minimum penalty: Immediate suspension from contest area, letter to supervisor and referral to CARA Aquatic committee.

F. The coach and team: Are responsible for the conduct of spectators.

Minimum penalty: Verbal warning to the coach regarding spectator behavior.

Maximum penalty: Removal of spectator from the contest area.

G. The officials decisions are final. Judgement calls may not be protested.

H. The coach shall: Be the **ONLY** team representative who may discuss a decision with the officials.

Enforcements

1. Warning methods: verbal and written notices.
2. A verbal notice shall be followed up by a written notice to supervisor.
3. Suspended coach: Suspension from the contest area shall result in the coach(es) case being heard by the CARA Aquatic committee.
4. A suspended coach must remove themselves immediately for the confines of the contest area as defined by the host director.
5. If a suspended coach does not remove themselves from the confines of the contest area, the host supervisor shall call the authorities.
6. The host supervisor shall be responsible for suspending coach(es) from the contest area.
7. The CARA Aquatic committee may suspend coach from further participation in C.A.R.A. Swimming program.
8. Elasticity – Host Supervisor: Any enforcement procedures which are not stated herein may be provided by the host supervisor as is necessary to provide for the recreational enjoyment of swimmers, coaches, and spectators.

CARA Swimming Events

(in yards or meters depending upon pool size)

BOYS	AGE GROUP	EVENT	GIRLS
1	15 - 18	50 Butterfly	2
3	13 & 14	50 Butterfly	4
5	11 & 12	25 Butterfly	6
7	9 & 10	25 Butterfly	8
9	8 & under	25 Butterfly	10
11	15 - 18	200 Medley Relay	12
13	13 & 14	200 Medley Relay	14
15	11 & 12	100 Medley Relay	16
17	9 & 10	100 Medley Relay	18
19	8 & under	100 Medley Relay	20
21	15 - 18	50 Freestyle	22
23	13 & 14	50 Freestyle	24
25	11 & 12	25 Freestyle	26
27	9 & 10	25 Freestyle	28
29	8 & under	25 Freestyle	30
31	15 - 18	50 Backstroke	32
33	13 & 14	50 Backstroke	34
35	11 & 12	25 Backstroke	36
37	9 & 10	25 Backstroke	38
39	8 & under	25 Backstroke	40
41	15 - 18	200 Freestyle Relay	42
43	13 & 14	200 Freestyle Relay	44
45	11 & 12	100 Freestyle Relay	46
47	9 & 10	100 Freestyle Relay	48
49	8 & under	100 Freestyle Relay	50
51	15 - 18	50 Breaststroke	52
53	13 & 14	50 Breaststroke	54
55	11 & 12	25 Breaststroke	56

57	9 & 10	25 Breaststroke	58
59	8 & under	25 Breaststroke	60
61	15 – 18	100 Freestyle	62
63	13 & 14	100 Freestyle	64
65	11 & 12	50 Freestyle	66
67	9 & 10	50 Freestyle	68
69	8 & under	50 Freestyle	70
71	15 – 18	200 Individual Medley	72
73	13 & 14	200 Individual Medley	74
75	11 & 12	100 Individual Medley	76
77	9 & 10	100 Individual Medley	78
79	8 & under	100 Individual Medley	80

1. **Age Groups for Swimming:** (competition will be according to age groups).

8 & under, 9 & 10, 11 & 12, 13 & 14, 15 – 18

Age Groups for Diving: 8 -11, 12 - 18

The age of the swimmer/diver on January 1st of the year of the swim season will determine the age group in which they swim.

2. **General Rules:**

- A. Two MANDATORY meetings will be held each year. A scheduling meeting for the summer season will be held in January and a coaches informational/training clinic will be held in June. EACH AGENCY MUST HAVE ONE REPRESENTATIVE PRESENT AT THESE TWO MEETINGS. An evaluation and rule change meeting will be held in August. This meeting is not mandatory, but participation is strongly encouraged.
- B. Teams not having representation at the two mandatory meetings will be put on a one year probation. Failure to attend these meetings in the following year will be grounds for suspension.
- C. Warm-ups for summer meets begin at 7:30 am. Warm-ups for Fall/Winter/Spring will be held at 8am. All meets will start ½ hour after warm-ups begin. During the Fall/Winter/Spring, these times can change with prior approval by all teams representatives.
- D. Swimmers may swim in three (3) individual and two (2) relays per meet. All relays (girls, boys and mixed - boys and girls combined) must swim in the age group of the oldest swimmer. Each swimmer may represent only one agency/team.
- E. Participants are strongly encouraged to swim within their respective age groups, however, a coach may give a swimmer or swimmers permission to swim up an age group. Swimming in a lower age group is not allowed in individual or relay events. During a swim meet, a swimmer may swim up in any or all events, they can also swim in their proper age group in any or all events.

- F. Swimmers will be heated at random, there will be no times submitted by the coaches. The host agency will mix up the teams so swimmers from the same team will not compete against each other (as much as possible).
- G. Hosting agencies must award ribbons to **each child** in each event. Awards will be as follows: 1st-6th place or 1st-8th place ribbons (if the facility has 8 lanes). Any swimmer who is disqualified will receive a last place ribbon (6th or 8th). Lane judges or starter should give an explanation to a swimmer and/or their coach why he or she was disqualified.
- H. Relays: 1st-6th (-8th) place ribbons shall be awarded separately to:
- Boys Relays – relay team must be comprised of all boys
- Girls Relays – relay team must be comprised of all girls
- Combined Relays – any combination of swimmers that includes at least one member of the opposite sex (i.e. 3 females & 1 male = combined, 2 males & 1 female = combined, etc.)
- A minimum of three participants may swim in relays. A participant may swim 2 lengths of a relay, but they **cannot** swim back to back. For example in the Medley Relay, the swimmer that swims butterfly cannot swim backstroke in that same relay. These combinations of relays may be placed in the same heat as necessary in order to expedite the meet and offer some competition. For mixed teams when filling out the C.A.R.A. cards, in the event box write both numbers for the girls and boys event and an “M”. Example: Event: 11&12 = 15-18 year old Mixed Relay for 200 Medley Relay.
- I. No league standings or meet scores will be kept for the C.A.R.A. Aquatics league.
- J. Each team participating in a C.A.R.A. Aquatics meet must furnish two (2) stopwatches and two (2) volunteers.
- K. Each host is required to designate a Meet Director. Meet Directors are required to be present during their C.A.R.A. swim meets. The Meet Director’s responsibility is to facilitate the effective and efficient operation of the swim meet.
- L. The Meet Director’s decision will be final. Any complaints concerning competition should be directed to the C.A.R.A. Swimming Committee.
- M. Host agencies of the meet must contact every team involved in their meet one week in advance of their meet date. E-mail and/or phone both the Supervisor and Head Coach.
- N. All event cards are due into the heat table fifteen (15) minutes prior to the start of the meet. Event cards must be turned into the heating table in numerical order from first event to last. Coaches are encouraged to make necessary changes to the event cards after they are turned in. Coaches are required to submit names of swimmers who do not show up for the meet to the heat table within ½ hour after the start of the meet. If names of relays are changed, it is encouraged that coaches make the changes on their sheets and not pull the cards from the heating table. All changes should be done as early as possible with the Clerk of Course.
- O. To assist the ribbon table in accuracy, all even numbered (boys) events must be printed on blue card stock paper, all odd numbered (girls) events must be printed on pink card stock paper, and all combined relays must be printed on yellow card stock paper. For the event number on combined relays the assigned event number should be the age group for the oldest swimmer using both event numbers and adding a “M” beside the numbers. Example: For a combined (both boys and girls) 200 Freestyle Relay with the oldest swimmer being 11 years old, the event number should read 45/46M.

3. Disqualifications:

- P. Any violation of stroke technique during competition can be grounds for disqualification. However, judges should be reminded that C.A.R.A. competition is a learning experience, and if a child is honestly attempting to do the stroke, he/she should not be disqualified, unless the person is taking an unfair advantage of another swimmer by using an illegal stroke or technique.
- Q. Unsportsmanlike conduct is defined as any disruptive or intimidating behavior of a physical or verbal nature. Unsportsmanlike conduct can be sufficient grounds for barring a swimmer, coach or spectator from further participation that day.
- R. Any swimmer committing two (2) false starts in one event will be disqualified. Swimmer shall swim, but receive only a last place ribbon.
- S. Any swimmer swimming back to back in a relay (1st and 2nd, 2nd and 3rd, or 3rd and 4th).
- T. A swimmer turning over onto their stomach before touching the wall on backstroke (unless it does not affect the outcome of the race).

4. Non-Eligible Swimmers

- a. Any swimmer holding a current U.S.S. individual swimming membership may not participate in any C.A.R.A. swim meets. U.S.S. restricts their swimmers from swimming in non-sanctioned U.S.S. meets.
- b. Any swimmer who has placed in the top six places of the U.S.S. "C" level meet (or participates in higher levels) may not participate in any C.A.R.A. meet.

NOTE: 3a and 3b are guidelines for coaches to use to help eliminate high caliber swimmers from competing in C.A.R.A. that have competition swimming opportunities with other agencies.

- S. All Summer C.A.R.A. swimming fees are due by July 1 of that swim season. A team roster must accompany a flat rate fee of \$3.75 per swimmer by July 1 of that swim season. C.A.R.A. swimming fees for meets held in September through December are \$1.00 per swimmer per meet and are due by November 1. C.A.R.A. swimming fees for meets held in January through April are \$1.00 per swimmer per meet and are due by March 1.
- T. All payments should be made payable to C.P.R.A. and sent to the Committee Chairperson for C.A.R.A. Swimming. **If payment is not received by due date a \$20.00 late fee will be assessed. Credit card payments may be made directly to the CPRA office. A receipt of payment and the team roster must be sent to the CARA Swim Chair.**
- U. Minimum water depth for racing starts during competition and practice:
 - a. In pools with water depth less than 4' at the starting end, the swimmer must start from the deck or from within the water.
 - b. In pools with water depth of 4' or more at the starting end, starting platforms shall be no more than 18" above the water surface.
 - c. In pools with water depth less than 3'6" at the starting end, the swimmer must start from within the water.

NOTE: These are new water depths **activated in the 2002 season**. All persons entering the pool with water depths less than 3'6" must start from within the pool. **Keep**

these water depths in mind when swimming the 100 yard or meter relays! If swimmers are afraid to jump or dive into the pool, they may start in the water.

- V. It is highly recommended that all C.A.R.A. Aquatic coaches have current certifications in CPR, First Aid, Lifeguarding or the American Red Cross Safety Training for Coaches.
- W. Starters should use a whistle, bullhorn, or electronic horn for start signal and not use a starter gun.