

**RULES AND REGULATIONS  
OF THE  
ORINDA MORAGA POOLS ASSOCIATION**



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## Rules & Regulations

### Article I. Swimmer Eligibility

#### Section I.01 Pre-Season Training/Competition

- (a) Except as set forth in Section 1.01(f) below, swimmers who have competed in a USA Swimming meet or trained with a USA Swimming team after the third Sunday of DECEMBER are not eligible to compete as members of an OMPA team during the following season.
- (b) Except as set forth in Section 1.01(f) below, swimmers are prohibited from participating in organized swim instruction from the third Sunday of DECEMBER until the Monday that falls seven (7) weeks prior to the official start of swim season. This period is defined as the BLACKOUT period. During this rest period all league swimmers are required to take a break from swim training, competition, and instruction, including but not limited to private lessons, group lessons and clinics, and unmonitored training (“organized swim instruction”). Swimmers may continue to participate in water polo and synchronized swimming practices if the primary focus of the practice is not swim conditioning or swim technique.
- (c) Except as set forth in Section 1.01(f), after the BLACKOUT period and prior to the official start of the swim season, swimmers’ participation in organized swimming instruction may not exceed fifteen (15) hours in total or 45 minutes for any given session. This period is defined as the PRESEASON.
  - (i) The focus and intent of organized swim instruction during this period should be technical stroke improvement, and not physical training. Programs, coaches or parents that provide workouts for swimmers to complete on their own will jeopardize the individual’s summer eligibility.
  - (ii) OMPA Teams offering organized instruction during this period must maintain swimmer participation records. Swimmers participating in other programs or swimming on their own during this period must keep a record of their participation. All records must be maintained until DECEMBER 31 of the current competition year and are subject to audit and inspection by the OMPA Board of Directors.
- (d) Private (one-on-one) lessons count toward an individual swimmers’ maximum of 15 hours during the pre-season.

- (e) For purposes of a uniform interpretation of Section 1.01(b) above, it is the intent of the OMPA to limit the summer recreational swim season to fifteen (15) weeks from first practice through the OMPA Championship Meet. Practices may start no sooner than the Monday that falls fifteen (15) weeks prior to the Sunday that the OMPA Championship Meet ends. The Board of Directors will confirm the date that practices may begin for the current competition year and provide notice of same to their respective clubs by NOVEMBER 1.
- (f) Swimmers who are eligible for high school and college interscholastic swimming teams, may train with a USA Swimming team until the Friday prior to the start of their scholastic season and may participate fully in their interscholastic programs but are still subject to the Section 1.01(a) restrictions on competing with a USA Swimming team. In addition, a college swimmer must have competed in at least two (2) prior OMPA Championship meets.
- (g) It is the responsibility of each member club, head coach and swim committee to communicate all eligibility rules to their swimmers and families, and to confirm compliance with these rules.
- (h) Swimmers found in violation of these rules will be ineligible to compete during the current OMPA season. A swimmer will be able to return to competition the next year if he or she complies with these rules. The Board may exercise discretion in the case of swimmers who are new to the league and who violate the rest period/pre-season swimming restrictions prior to joining an OMPA team.
- (i) Teams found to be in violation of these rules, including offering organized swim instruction in excess of the 15 hour restriction or sanctioning organized swim instruction during the rest period, will not be permitted to enter ANY relay teams at the OMPA Championship Meet.

#### Section I.02 OMPA Team Membership

- (a) Swimmers must be bona fide members of the OMPA member swim club or team which they represent. "Bona fide" is defined as being a member of and having participated with such team during the course of the current summer season, except as set forth in Section 1.04 below. "Bona fide" membership requires that the swimmer comply with the particular eligibility requirements of his or her member team, including the payment of all required fees, except as set forth in Section 1.02(c) below.
- (b) "Bona fide," with reference to participation in the OMPA Championship Meet during such year, is further defined as having participated in any two swim meets, excluding time trials and intra-squad meets, for such team during the course of the current summer season.

- (c) Children of pool executives and pool managers that are given pool memberships by OMPA member clubs shall be considered as members of such OMPA clubs. An assistant coach of an OMPA member team shall be eligible to participate as a member of such team if such member team grants a club/team membership to such assistant coach. A lifeguard employed by an OMPA member club/team shall not be eligible to participate as a member of such employer's swim team unless, under the terms for regular club membership, such lifeguard's family is a member in good standing of such employer club/team.
- (d) Any assistant coach who is eligible to participate and compete in OMPA swim meets and the OMPA Championship Meet by virtue of a club/team membership granted under Section 1.02(c) must be declared by the OMPA representative for the team in question in writing to the OMPA Board of Directors by the first day of JUNE of the current competition year.

#### Section I.03 OMPA Age Groups

- (a) OMPA Dual Meet and Championship Meet competition shall be conducted in the following age groups:
  - (i) 6 & Under
  - (ii) 7 and 8
  - (iii) 9 and 10
  - (iv) 11 and 12
  - (v) 13 and 14
  - (vi) 15 through 18
- (b) A swimmer's eligibility to compete as a member of such age group shall be determined by the swimmer's age as of June 15 of the current summer season.

#### Section I.04 Swimmer Transfer from Team to Team

- (a) A swimmer who transfers from one OMPA member team to another OMPA member team may swim in the OMPA Championship Meet only if:
  - (i) The transfer of membership is fully completed prior to JULY 1 of the current swim season, AND
  - (ii) The swimmer satisfies, for the transferee swim team, the requirements of bona fide membership set forth in Section 1.02(a) and Section 1.02(b) above.
- (b) Approval of any such transfer occurring during the period following the first swim meet of the current summer season and JULY 1 of the current summer swim season must be mutually agreed upon by officially designated representatives of the OMPA member swim teams involved.
- (c) If approval between the two designated representatives is disputed, the OMPA Board of Directors, by majority vote at a meeting at which a quorum is present, will resolve the transfer.
- (d) This Section 1.04, establishing rules for transfer of a swimmer from one OMPA member team to another OMPA member team, does not mean that the Board of Directors in any way approves of or condones the proselytizing or recruitment of swimmers by OMPA member teams, whether from other OMPA teams or outside the league, and any such activity is to be strictly avoided on penalty of disqualification of the swimmer(s) at the OMPA Championship Meet. In determining whether sanctionable "recruiting" has occurred, the OMPA Board of Directors, after hearing the matter under Section 1.05 below, may take into consideration all relevant factors, including but not limited to: the presence or not of preferential membership on a financial, accelerated admission, "scholarship," or other special category of club or team membership not generally available to other applicants or current members; the talent and age/experience of the swimmer(s); the rendering of financial or other assistance or any other unfair means of inducement which the Board determines was primarily devised to attract a competitive swimmer or swimmers and/or family(ies) to join an OMPA member club/team.

#### Section I.05 Complaint Procedure



- (a) Any issues raised as to eligibility under the rules of this Article I, whether through request or waiver or pre-clearance, or through complaint by another OMPA team or teams, may be brought, by petition to either the OMPA President or representative of a member club/team, before the OMPA Board of Directors at a regular or special meeting thereof. The coach, parents, and Swim team committee members of the affected swimmer(s) and team have the right to present evidence and argument, as does any complaining team. Deliberations will be in closed session, and a decision made promptly with respect to clearance and sanctions.

Section I.06                      Swimsuits

- (a) Swimsuits worn in OMPA competitions must comply with USA Swimming Rules. It is the responsibility of each swimmer to ensure that his or her swimsuit complies with USA Swimming Rules. Information regarding swimsuits approved by USA Swimming can be found on the USA Swimming website ([www.usaswimming.org](http://www.usaswimming.org)).

## Article II. Dual Meet Procedure

### Section II.01 Time of Dual Meets

- (a) Saturday meets shall begin at 9:00 A.M.
- (b) Weekday meets shall begin no later than 6:00 P.M.

### Section II.02 Warm-up Procedure

- (a) Warm-up shall begin seventy (70) minutes prior to the start of the meet.
- (b) The home team shall warm-up first.
- (c) Each team shall be allowed at least thirty (30) minutes of warm-up time.
- (d) Coaches of the team warming up shall be responsible for their swimmers' warm-up activity and the behavior of their swimmers in the pool and pool area. Specific attention shall be paid by the coaches to avoid swimmer-caused damage to the pool or pool equipment, such as, for example, sitting on lane ropes.
- (e) The pool shall be cleared ten (10) minutes prior to the start of the meet.

### Section II.03 Order of Events

- (a) The order of events for dual meets shall be as follows:
  - (i) Medley Relay
  - (ii) Individual Medley
  - (iii) Freestyle
  - (iv) Breaststroke
  - (v) Backstroke
  - (vi) Butterfly
  - (vii) Freestyle Relay
- (b) The order of age groups for each event shall be from youngest to oldest.
- (c) Unless otherwise agreed upon by the involved teams, dual meets shall be conducted as A+1 meets as described in Appendix "A".
- (d) In individual events, girls' events shall be run first.
- (e) Boys' and girls' heats, and age group heats, may be combined as needed to avoid having only one swimmer or relay team in a given heat, or to speed up the meet where six or less swimmers, or four or less relay teams, would result from the combination.

### Section II.04 Age Group Participation

- (a) A swimmer may not move up an age group for purposes of participating in dual meet events. If, for any reason, Section 2.17(a) below is invoked and a swimmer is permitted to "swim up," that swimmer and that swimmer's relay team shall be deemed "complimentary" for purposes of that event.
- (b) A complimentary swimmer is defined as a swimmer who meets the following qualifications:
  - (i) Swims within their age-group designation (i.e. does not swim up an age-group) but is not otherwise qualified to swim in the meet; and
  - (ii) Has been approved to swim as "complimentary" either by the Meet Director or by both head coaches.
- (c) The complimentary swim will count towards the number of available swims allowed per the dual meet or invitational number.
- (d) A swimmer who qualifies as a "complimentary" swimmer will be allowed to swim under the following restrictions:
  - (i) The time recorded will not count towards the scoring of points.
  - (ii) The time will not be recorded in the OMPA database.
  - (iii) The host club, at its discretion, can determine how to record the time for any related pool records which may be broken.
- (e) If the complimentary swimmer is swimming in an invitational swim meet, then at the sole discretion of the Meet Director the swimmer will be placed in the early heats if a lane is available.
- (f) Coaches should be encouraged to limit the use of the Complimentary Swimmer Designation for those situations where a swimmer has either been mistakenly left out of a swim meet or is trying to get some experience in swimming a race and an open lane becomes available during a meet to do so. The "spirit" of a complimentary swim is to not provide a more competitive situation for those swimmers trying to either break records or make medal times by swimming up an age group.
- (g) For purposes of a dual or "A" meet, an "A" swimmer is any swimmer on the team who ranks in the top three for an individual stroke at a given time for that age group. A swimmer may fluctuate between "A" and "B" status depending on the number of signouts for a particular dual meet. The number of sign-outs will not penalize a "B" swimmer from further "B" competition just because he or she was moved up due to a lack of "A" swimmers.

## Section II.05 Dual Meet Distances

- (a) For Freestyle, Breaststroke, Backstroke and Butterfly Events:

- (i) The 6 & Under and 7 and 8 age groups will swim 25 yards/meters.
  - (ii) All other age groups will swim 50 yards/meters.
  - (iii) In addition, the 15-18 age group will swim the 100 yard/meter Freestyle. The 15-18 age group may also swim other 100 yard/meter events with the unanimous consent of both head coaches and meet directors.
- (b) For Individual Medley Events:
- (i) All allowable age groups will swim 100 yards/meters.
  - (ii) There is no Individual Medley event for the 6 & Under age group.
- (c) For Relay Events:
- (i) The 6 & Under and 7 and 8 age groups will swim 25 yards/meters per individual, for a total of 100 yards/meters per relay.
  - (ii) All other age groups will swim 50 yards/meters per individual, for a total of 200 yards/meters per relay.

#### Section II.06 Relay Event Procedure

- (a) Each relay leg must be swum by a different swimmer.
- (b) Each team shall be allowed to enter one official relay team.  
Complimentary relay teams are allowed only if mutually agreed upon by the coaches.
- (c) The 6 & Under age group may swim the Medley relay and the Freestyle relay events using two boys and two girls for each relay (to be called the "mixed relay"), unless otherwise agreed upon by both head coaches by 12:00 noon the day preceding the meet. No other age group shall use mixed groups of boys and girls for the relay events of such age group.

#### Section II.07 Maximum Events per Swimmer

- (a) Except for the 6 & Under age group, each individual swimmer is limited to a maximum of five (5) events, determined as follows:
  - (i) Any three events selected from the following five events: Freestyle, Breaststroke, Backstroke, Butterfly and Individual Medley; plus
  - (ii) Freestyle Relay and Medley Relay
- (b) Swimmers in the 6 & Under age group are limited to a maximum of four (4) events, determined as follows:
  - (i) Any two events selected from the following four events: Freestyle, Breaststroke, Backstroke and Butterfly; plus
  - (ii) Freestyle Relay and Medley Relay

- (c) The maximum number of events per swimmer may be changed if the head coaches, in conjunction with their respective pool representatives, mutually agree on such a change one day prior to the meet.
- (d) Any swimmer found to be participating in more than the allocated number of events shall have all his/her times removed from the meet.

#### Section II.08 Lane Assignments

- (a) The home team shall be assigned to the EVEN numbered lanes of the pool.
- (b) The visiting team shall be assigned to the ODD numbered lanes of the pool.
- (c) If, for any reason, there is a defective lane (e.g., damaged starting block, broken lane rope, etc.), the home team shall occupy such defective lane.
- (d) Lane assignments for three-way meets shall be: home team lanes 2 and 5; visiting teams lanes 1 and 4, and lanes 3 and 6 respectively.

#### Section II.09 Scoring

- (a) Scoring for dual meets shall be as follows:
  - (i) For relays: 7 - 3
  - (ii) For all other events: 5 - 3 - 1
- (b) Scoring for three-way meets shall be as follows:
  - (i) For relays: 8 - 4 - 2
  - (ii) For all other events: 6 - 4 - 3 - 2 - 1
- (c) In the event of a tie, total points shall be divided by the number of swimmers (e.g., a two-way tie for 2nd would result in 2 points for each swimmer and no points would be awarded for 3rd place; a two way tie for 3rd would result in  $\frac{1}{2}$  point for each swimmer).
- (d) For the purpose of 15-18 year old swimmers, only 50 yard/meter individual events and the 100 yard/meter individual medley event will be scored.

#### Section II.10 Awards and Meet Results

- (a) Ribbons and meet results shall be provided by the home team.
- (b) For 10 & Under, all heats receive ribbons. Ribbons for 11-18 swimmers will be given in the discretion of the home team.

## Section II.11 Stroke and Turn Judging

- (a) USA Swimming Rules shall apply in determining the correctness of the strokes executed by each participating swimmer in the meet.
- (b) Judgment shall be used for the 6 & Under and the 7 and 8 age groups using the following guidelines:
  - (i) An 8 & Under swimmer must demonstrate the ability to swim the stroke. Prior to July 1, a 6 & Under swimmer shall be disqualified only if he/she gains a clear advantage by swimming in violation of the rules and, in the judgment of the official, it affects the outcome of the event, i.e., places 1-3. Otherwise, warnings shall be issued for all violations during dual meets. All rules apply to 6 & Under swimmers starting July 1.
- (c) As noted in Section 2.12 below, there should be at least two stroke and turn officials for every meet, both dual meets and "B" dual meets. However, it is highly desirable to have at least four officials for dual meets, with two officials working each end of the pool. Turn violations will more than likely be missed when officials work the side of the pool, whereas stroke violations can normally be detected from the end of the pool.

## Section II.12 Officials

- (a) The home team shall supply the following officials for each dual meet:
  - (i) A starter
  - (ii) Nine (9) timers (each with a digital watch)
  - (iii) At least one (1) stroke and turn judge
  - (iv) Three (3) recorders (if used by the home team)
  - (v) Any required desk staff not provided by the visiting team.
  - (vi) One (1) Meet Director; see Section 2.05(a)(3) above and Sections 2.12(d), 2.17, and 6.02 below for further discussion of Meet Director's responsibilities.
- (b) The visiting team shall supply the following officials for each dual meet:
  - (i) Nine (9) timers (each with a digital watch)
  - (ii) At least one (1) stroke and turn judge; the visiting team stroke and turn judge shall work with the home team starter for purposes of enforcing the false start rules. See Section 2.15 below for further discussion of false starts.
  - (iii) Three (3) recorders (if used by the home team)
  - (iv) At least one (1) person to work the desk.

- (v) One (1) Meet Director for purposes of agreeing to rule changes for the meet. See Section 2.05(a)(3) above and Section 2.17 below.
- (c) Each team shall make every attempt to have all officials at the meet at least fifteen (15) minutes prior to the start of the meet.
- (d) The home team shall furnish a designated Meet Director who shall act as the final interpreter of these Rules and Regulations with respect to the conduct of the meet.
- (e) Lane assignments for timers and recorders shall be as follows:
  - (i) Timers shall be assigned such that the team swimming in a given lane provides one timer and the opposing team(s) provides the other two timers.
  - (ii) Recorders in each lane shall be from the team swimming in that lane.
- (f) The use or consumption of alcoholic beverages by officials, including timers and recorders, during the meet is prohibited.

#### Section II.13 Place Determination

- (a) Final places shall be determined by time.
- (b) Three (3) times shall be recorded per lane. The official time shall be the "middle" time. If only two watches obtain a time, then the average time shall be the official time.
- (c) Digital watches must be used and all times shall be recorded in hundredths of seconds.

#### Section II.14 Exchange of Meet Line-Ups and Details

- (a) Entry due dates for dual meets: Coaches shall exchange line-ups by 8am Tuesday for Wednesday dual meets and 9pm Thursday for Saturday dual meets ("roughly 36 hours" timeframe). No changes shall be permitted in such line-ups, once exchanged, except in the case of illness. Coaches and officials are advised that the preceding statement is not to condone drastic changes within an age group but to help accommodate the illness of a swimmer.
- (b) Meet Details Letter Distribution: The following individuals shall receive the "Meet Details Letter:" Head Coach, Meet Director, Swim Team President/Director, and Computer Team.
- (c) Meet Result File Sharing: Meet result files shall be uploaded and sent to the opposing computer team within 24 hours of the meet conclusion.

#### Section II.15 Starting Procedure

- (a) Starting procedures shall follow the rules of USA Swimming

- (b) Coaches are not permitted in the area of the starting blocks except when the 8 and Under age groups and 12 and Under relays are swimming. Any coach who violates this rule may cause the disqualification of his/her swimmer or the swimmer's relay team.
- (c) For the 8 and Under age groups and the 12 and Under relays, one coach may be with each swimmer at the starting block.
  - (i) For relays, this is interpreted to mean one coach at each end of the pool for each relay team.
  - (ii) A coach at the starting blocks is not permitted to have physical contact with his/her swimmer once the starter has called the swimmers up and his/her swimmer is safely positioned on the starting block. The starter should not proceed to call swimmers to their marks until there is compliance with this rule. After warning a coach, the starter may disqualify a swimmer or the swimmer's relay team for delay of the meet if the coach does not promptly comply.
  - (iii) Physical contact with second, third or fourth leg swimmers on a relay team is not permitted after the approaching swimmer has passed under the flags. The call on this rule rests with the stroke and turn official and any violation may cause the disqualification of the relay team.

#### Section II.16 Dual Meet Protests

- (a) All protests concerning conduct of a dual meet must be submitted by the officially designated team pool representative to the OMPA Board of Directors IN WRITING within 48 HOURS following completion of the protested dual meet.
- (b) Upon review of the documentation the Board reserves the right by majority vote, to assess a point penalty for the OMPA Championship Meet on the offending member team.
- (c) A first time offender would be assessed a 100 point penalty, a second time offender 200 points, and a third time offender 300 points.

#### Section II.17 Rule Deviations

- (a) Deviations from these rules may be made for individual meets with the unanimous consent of both OMPA representatives, both head coaches, and both Meet Directors.



### Article III. "B" Meets

#### Section III.01 Purpose and Eligibility

- (a) The purpose of the "B" dual meets shall be to promote a rewarding recreational swimming experience for an increased number of OMPA swimmers.
- (b) A "B" swimmer shall be defined to be a swimmer who does not have one of the top six times at his/her club for a given event, does not have a gold time in any event in the current season and did not achieve gold time in the same age group during the preceding season. In addition, a swimmer who has one of the top six times at his/her club for a given event but does not have a silver time or faster in that event may swim as a "B" swimmer in that event.
- (c) Coaches may modify the definition of a "B" swimmer for a dual meet as long as both clubs mutually agree to such modifications. For example, coaches may negotiate the participation of individual swimmers who have achieved a Gold time in a single event in the current season or in the preceding season in the same age group; such swimmers may be deemed eligible only for events in which their time is slower than a Silver time.
- (d) Relay teams for "B" meets shall be composed only of "B" swimmers.
- (e) Complimentary swims by "A" swimmers are discouraged. If a coach deems complimentary swims necessary, the coach shall enter an "A" swimmer in a way that supports the purpose of "B" competition. In no case shall a complimentary "A" swimmer receive an award or displace the award of a "B" swimmer.

#### Section III.02 "B" Dual Meet Procedure

- (a) All provisions of Article II shall be applicable for "B" dual meets, subject to the exceptions contained in this Article III.
- (b) Lane assignments follow the same rules as noted above for dual meets except that when one team has no more swimmers, all lanes shall be filled in order to reduce the number of heats. This rule notwithstanding, every effort should be made to avoid having only one swimmer in a heat.
- (c) Stroke and turn rules are the same as for a dual meet except as follows:
  - (i) A 6 & Under swimmer should only be disqualified if it affects the outcome of the race, i.e., places 1-6, throughout the season. Warnings should be issued throughout the season for the 6 & Under age group consistent with the desires of the coaches. Stroke and turn judges should review this with the coaches prior to the start of the meet.

- (ii) A 7 and 8 age group swimmer shall be treated as described in, Section 2.11 (b)(i) throughout the season.

#### Section III.03 Events

- (a) "B" dual meets shall include IM, the four individual strokes and two relays.

#### Section III.04 Heats

- (a) There shall be no maximum number of heats per event in each age group for boys and girls. The winner of each event shall be determined by time.

#### Section III.05 Scoring

- (a) "B" dual meets shall not be scored.

## Article IV. "A/B" Meets

### Section IV.01 Purpose and Eligibility

- (a) An "A/B" meet really consists of two meets and the rules for each as discussed above apply as appropriate.
- (b) Special attention must be given to the conduct of Wednesday evening "A/B" meets in an effort to complete all events before the onset of darkness in order to provide a safe swimming environment. Since some teams have awards based on the outcome of "individual" events, if it becomes necessary to cancel selected heats, those events canceled should be relays or individual events that do not count toward either teams' awards.
- (c) The first heat in each event shall be the "A" meet event and the second and remaining heats shall constitute the "B" meet.
  - (i) While it is recognized that this will impose an additional burden on the "desk", it is important that separation between the meets be maintained so that deserving "B" swimmers are not denied the opportunity to receive recognition.
  - (ii) No swimmer other than those in the first heat shall be awarded points for the dual meet.
  - (iii) Swimmers in the first heat shall not be awarded recognition as a "B" swimmer.
  - (iv) "A" and "B" relays will be run in a combined heat in an effort to speed up the meet. If this is done, teams must be clearly identified as "A" or "B" to the recorders prior to the start of the heat.

### Section IV.02 Events

- (a) During an "A/B" meet, swimmers may swim a total of three individual strokes, although some may be as an "A" swimmer and some as a "B" swimmer.
- (b) An "A" swimmer who forgoes one of his/her "A" events in order to swim one of his/her "B" events shall be considered "signed-out" for purposes of moving a "B" swimmer up.

Article V. Championship Meet

Section V.01 Name

- (a) The OMPA Annual Championship Meet shall be known as the “Orinda/Moraga Swim Championship”.

Section V.02 Eligibility of Swimmers

- (a) Eligibility of swimmers for the Championship Meet shall be determined in the same manner as set forth in Article I for dual meets; provided, however, that the swimmer must have participated in at least two (2) meets on behalf of the OMPA member team for which he/she desires to swim in the Championship Meet. For such purposes, intra-team time trials and intra-squad meets shall NOT count as a meet.
- (b) Although not counting toward OMPA championship eligibility, times from intra-team time trials and intra-squad meets may be used for the purpose of seeding entries in the OMPA Championship Meet.
- (c) In order to compete in an individual event at the OMPA Championship Meet, swimmers ages 11 and older are required to compete in that event and achieve a legal time during the current competition season. Times from time trials, intra-squads , dual/tri meets and invitationals are all acceptable to meet this requirement. OMPA Championship Meet entries submitted for swimmers who do not comply with this requirement will be discarded and the respective swimmers will not have the opportunity to enter an alternate event.

Section V.03 Order of Events

- (a) First Day Events:
  - (i) Individual Medley
- (b) Second Day Events:
  - (i) Freestyle,
  - (ii) Breaststroke,
  - (iii) Medley Relay,
- (c) Third Day Events
  - (i) Backstroke,
  - (ii) Butterfly,
  - (iii) Free Relay
- (d) Freestyle, Breaststroke, Backstroke and Butterfly will have preliminaries and finals. Individual Medley and Relay events shall be timed final events.

#### Section V.04 Age Groups

- (a) Age groups shall be the same as set forth in Article I.

#### Section V.05 Distances

- (a) The distances shall be the same as for the dual meets.

#### Section V.06 Relay Events

- (a) Relay events shall be contested as timed finals.
- (b) Except as set forth in Section 5.06(c) below, Freestyle Relay seed times shall be the sum of the individual best times achieved by the four fastest swimmers for each gender and age group entered in the meet during the current competition season. Medley Relay seed times shall be the sum of the individual best times achieved by the fastest swimmer in each individual event for each gender and age group entered in the meet during the current competition season. Teams are expected to use the "Find Best Relay" > "Only Swimmers Already in Meet" option in Team Manager or the "Auto Find/ Find Best Relay" > "Only Committed Athletes" option in Team Unify. Any erroneous time(s) submitted by coaches in order to obtain preferential lane seeding or for any other reason shall result in immediate disqualification of the respective relay team(s). Challenges to submitted times for all relay events must be made at the coaches meeting 7:30 A.M. Saturday morning.
- (c) The 6 & Under age group shall swim the Medley Relay and the Freestyle Relay by using four (4) girls and four (4) boys for each such relay event.
- (d) Each member of a relay team shall be entered in at least one individual event in the Championship Meet.
- (e) Starting Procedures shall be as set forth in Article II.

#### Section V.07 Maximum Events per Swimmer

- (a) The maximum number of events per swimmer for the Championship Meet shall be the same as for a dual meet (see Sections 2.07(a) and 2.07(b) above).

#### Section V.08 Scoring

- (a) Team points shall be awarded as listed in 5.08(d) below for the first twenty places in individual events, and for the first ten places in relay events.
- (b) In the individual events, if a swimmer(s) in the second final (the ten fastest qualifiers) fails to check in with the Clerk of the Course as described in Section 5.12 below, they are disqualified. The eleventh-seeded swimmer will be moved into the second final and score as finishes in the second final heat. The twenty-first and twenty-second fastest qualifiers shall be named as alternates. The next ranking alternate would then be eligible to swim in the consolation heat (the ten slowest qualifiers). The heat will not be reseeded and the alternate would swim in the lane vacated by the original eleventh (and then twelfth) seed(s).
- (c) If a swimmer in the second final heat (the ten fastest qualifiers) is disqualified after the consolation heat (the ten slowest qualifiers) has already left Clerk of the Course, no alternate will be subbed in and that lane will remain empty. Points would then not be awarded for tenth place.
- (d) OMPA will follow USA Swimming rules for scoring and distribution of points:

<b>Place</b>	<b>Individual Events</b>	<b>Relay Events</b>
<b>First</b>	24 points	48 points
<b>Second</b>	21 points	42 points
<b>Third</b>	20 points	40 points
<b>Fourth</b>	19 points	38 points
<b>Fifth</b>	18 points	36 points
<b>Sixth</b>	17 points	34 points
<b>Seventh</b>	16 points	32 points
<b>Eighth</b>	15 points	30 points
<b>Ninth</b>	14 points	28 points
<b>Tenth</b>	13 points	26 points
<b>Eleventh</b>	11 points	
<b>Twelfth</b>	9points	
<b>Thirteenth</b>	8 points	
<b>Fourteenth</b>	7 points	
<b>Fifteenth</b>	6 points	
<b>Sixteenth</b>	5 points	
<b>Seventeenth</b>	4 points	
<b>Eighteenth</b>	3 points	
<b>Nineteenth</b>	2 points	
<b>Twentieth</b>	1 point	

## Section V.09 Awards

- (a) Medals, Ribbons and Trophies
  - (i) Individual Events medals shall be awarded to first through tenth place finishers and rosette ribbons to eleventh through twentieth place finishers.
  - (ii) Relay Events medals shall be awarded to first through ninth place finishers.
  - (iii) Meet Record rosette ribbons shall be awarded in any individual event where a meet record is established, tied or broken at the end of the event finals.
  - (iv) Each member of a record-breaking relay team shall receive a Meet Record rosette ribbon.
  - (v) Heat winner ribbons will be given to each individual (all ages) who wins a preliminary heat.
- (b) Team Competition Trophies
  - (i) First Place: Orinda Lions Perpetual Trophy
  - (ii) Second Place: Orinda Chamber of Commerce Perpetual Trophy
  - (iii) Third Place: Orinda Rotary Club Perpetual Trophy
  - (iv) Most Improved Total Team Performance: Ellwood Douglas - Doc Webster Memorial Plaque shall be awarded to the team that scores the greatest overall point increase over the previous year's performance shall win this trophy. The winner of this award cannot be one of the top three teams.
  - (v) Most Improved Team based on Individual Performances: Dan Siri – Mike Anjedani Honorary Plaque will be awarded to the team with the largest improvement over the previous year in the team's average medal time standard (gold, silver, bronze) based on individual events at the OMPA. The winner of this award cannot be the first place team, nor can the same team win both of the “Most Improved” awards.
  - (vi) If one team qualifies for both “most improved” awards it shall receive the Ellwood Douglas - Doc Webster Memorial Plaque and the next team qualifying for the Dan Siri - Mike Anjedani Honorary Plaque shall receive that award.



(vii) Sportsmanship Award: Ronnie and Donnie Heidary Perpetual Trophy

“This award is granted to the team that demonstrates good sportsmanship through the course of the season as determined by the OMPA representatives. During the week prior to the championship meet, each OMPA representative (from each member pool participating in the league during the respective summer) will vote for their first (3 points), second (2 points) and third (1 point) place choices (excluding their own pool) based on their perspective of demonstrations of good team sportsmanship throughout the season by such member pools, including but not limited to both invitational and dual meets. In accessing good sportsmanship, the representatives will evaluate the conduct of coaches, swimmers and parents against the conduct outlined in Article 6, Section 6.01 of the OMPA Rules and Regulations, the OMPA Mission Statement, and their own sense of the spirit of good sportsmanship.”

(c) Special Awards

(i) Age Group High Point

- 1) Trophies shall be presented by the OMPA for the outstanding individual performance in each age group. The winners shall be determined by the total number of points accumulated as the result of swimming individual events. In case of ties in an age group, trophies shall be awarded to all swimmers with the same highest point totals.

(ii) Meet High Point

- 1) Trophies shall be presented by the OMPA to the boy and girl achieving the highest point totals as a result of swimming the individual events. The criteria used for selection shall be: First, the swimmer with the highest total points scored in the individual events among the Age Group High point winners; Second (in case of a tie in the First criteria), the swimmer who broke the greatest number of records; Third (in case of a tie in the Second criteria, including no records being broken), the swimmer who broke a record(s) by the greatest percentage (based on aggregate swim time(s) in record breaking event(s) or if no records were broken the Meet High Point trophy shall be awarded to the swimmer achieving the highest point totals for the Championship Meet who comes in closest to breaking the record in that swimmer's individual events, determined based on the lowest aggregate percentage of proximity to a record for all those events. For example, if Swimmer A and Swimmer B have identical high point totals and neither breaks a record, Swimmer A falls short by 1%, 1% and 5%, respectively, in three individual events and Swimmer B falls short in three individual events by 2%, 2% and 2%, respectively, the Meet High Point trophy would be awarded to Swimmer B (on the basis of Swimmer B's aggregate of 6% versus A's 7%).

(iii) Outstanding Performance by Relay Teams

- 1) Trophies shall be presented by the OMPA to the four members of the boys and girls relay teams with the best performance of the Championship Meet, which is defined as breaking a relay record by the greatest percentage time or if no records were broken, the trophies shall be awarded to those relay teams which come closest to breaking the record on a percentage basis.

Section V.10 Stroke and Turn Judging

- (a) USA Swimming Rules shall apply and be enforced with respect to all age groups.

Section V.11 Seeding

- (a) All events will be seeded slowest to fastest with the slowest heats swimming first, except for circle seeding which shall be used for preliminaries of Freestyle, Backstroke, Breaststroke and Butterfly events, i.e., the top thirty swimmers are evenly distributed throughout the fastest three heats.
- (b) Individual Medley and the Relay events shall be seeded as timed finals, i.e., the ten fastest swimmers are in the last heat.

#### Section V.12 Automatic Scratch Rule

- (a) Any swimmer who fails to report to the Clerk of the Course before the first swimmer in their heat has been led through the “gate” separating the Clerk of the Course area from the main pool will be automatically scratched from that event. No further penalty will be assessed to that swimmer and he/she may swim in any additional individual or relay events, preliminaries or finals.

#### Section V.13 Alcoholic Beverages

- (a) The sale and use of alcoholic beverages are prohibited in all areas of the Championship Meet venue, including, but not limited to, the pool deck, locker rooms, spectator seating or standing areas, team field areas, and in all areas used by the swimmers.

## Article VI. Coaches Conduct

### Section VI.01 Ethical Behavior by OMPA Coaches

- (a) As members of the coaching profession, coaches have inherent obligations and responsibilities to the profession, to the swimmers and to all those with whom they come in contact. Coaches are expected to:
- Be role models and to conduct themselves with integrity and high ethical standards at all times.
  - Conduct all swimming competition in accordance with the rules of the OMPA and the rules of USA Swimming.
  - Place the safety and welfare of others ahead of winning and prestige.
  - Treat all people with honesty, fairness, and respect. In particular, the use of vulgar and profane language, taunting, and intimidation of opponents, other coaches, parent volunteers, or officials are not acceptable from a coach, swimmer, spectator or parent of a team member.
  - Teach and model for swimmers, other coaches, and parents strict adherence to the Rules and Regulations of the OMPA and USA Swimming.
  - Recognize, accept and teach to their team, other coaches and parents that their public behavior projects an image of the program and the club they represent. Therefore, behavior should be appropriate and honorable at all times.

### Section VI.02 Enforcement

- (a) The Meet Director may consider any coach, swimmer, spectator or parent of a team member who violates the standards set forth in Section 6.01, within the pool area, for appropriate action or penalty, including ejection from the pool deck.

Article VII. Other

Section VII.01 Default Rules & Regulations

- (a) Rules and regulations not specifically mentioned elsewhere in this document shall defer to USA Swimming rules and regulations.

# APPENDIX A: DUAL MEET FORMAT

Format	A	A+1	A+2	A+3	A/B	B
<b>MR*</b>	2 heats	2 heats	2 heats	2 heats	2 heats	2 heats
<b>IM</b>	1 heat	1 heat	1 heat	1 heat	1 heat	1 heat
<b>Free</b>	1 heat	2 heats	3 heats	4 heats	unlimited	unlimited
<b>Breast</b>	1 heat	2 heats	3 heats	4 heats	unlimited	unlimited
<b>Back</b>	1 heat	2 heats	3 heats	4 heats	unlimited	unlimited
<b>Fly</b>	1 heat	2 heats	3 heats	4 heats	unlimited	unlimited
<b>FR*</b>	2 heats	2 heats	2 heats	2 heats	2 heats	2 heats

\* Coaches may agree to only run 1 heat if there are only 6 or less relays teams in any age group. 2 heats means 1 heat of girls and 1 heat of boys for a total of two heats.

*revised 2.19.2007*

**Bylaws  
of the  
Orinda Moraga Pools Association**



P.O. Box 451, Orinda, CA 94563  
[www.ompaswim.com](http://www.ompaswim.com)

# Bylaws

## Article I. OMPA League Administration

### Section I.01 Purpose

- (a) Orinda Moraga Pools Association (OMPA) is a non-profit corporation established in 1956 and comprised of nine recreational swimming teams all located within the city of Orinda or the town of Moraga, both in Contra Costa County, California. Its mission is to conduct a summer recreational swim league to benefit the member pools' children, of all abilities, aged 3-18. Through weekly competitive dual meets, and an annual Championship Meet, OMPA promotes the spirit of sportsmanship, integrity, and high ethical standards for all participating athletes, coaches, and parents, and ensures fairness through rules and regulations. The goal of the OMPA is to use the sports experience to help the swimmers develop positive character traits and values that will help them succeed the rest of their lives.

### Section I.02 Membership

- (a) Each individual team shall constitute one (1) member of the League and each member shall be entitled to one (1) vote on each matter submitted to a vote of the members. Acceptance to the League requires a simple majority vote of the Board of Directors.
- (b) Probation. Continuation of membership and consideration of good membership shall be based upon the demonstrated ability of a member team to (i) compete in League dual meets and the annual OMPA championship meet in full compliance with all League Rules and Regulations, and (ii) contribute necessary parental support to all League activities, including, without limitation, administration of League dual meets and the annual OMPA championship meet, and participation as member team representative on the League Board of Directors.
  - i. In the event a team fails to comply with the provisions above, then, upon a simple majority vote of all members, such team may be placed on a probationary membership status for the period of one (1) year.
- (c) Termination. The Board, by affirmative vote of two-thirds of all of the members, may expel a member for cause after an appropriate hearing and upon completion of the one-year probation described above.
- (d) Resignation. Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, assessments or other charges therefore accrued and unpaid.
- (e) Reinstatement. Upon written request signed by a former member and filed with the Secretary, the Board of Directors may, by the affirmative vote of two-thirds of the members of the Board, reinstate such former member to membership upon such terms as the Board of Directors may deem appropriate.
- (f) Membership in the League is not transferable or assignable.



Section I.03 Board of Directors & Officers

- (a) Each member team shall appoint up to two representatives to serve on the OMPA Board of Directors. Each appointed representative shall be a non-coach member in good standing of the team which he/she is representing. Each member team shall have only one vote on any issue put before the Board. Each appointed representative may serve on the OMPA Board of Directors at the discretion of their member team and so long as they remain in good standing with the OMPA Board. The term OMPA Board is inclusive of the Board of Directors and its Officers.
- (b) The Officers of the Board of Directors shall be the President, Treasurer and Secretary.
  - i. The Officers do not have a vote, with the exception of the President so long as that individual also serves as a member team representative.
  - ii. The Treasurer and Secretary Officer positions are associated with a member team's OMPA Championship Meet responsibilities. These roles are filled by volunteers, appointed by the member team. If a member team is unable to fill its assigned Treasurer or Secretary role, the position may be filled by a volunteer proposed by another member team, subject to approval by the majority of the OMPA Board and the swapping of OMPA Championship Meet responsibilities. The Treasurer and Secretary serve as OMPA Board of Directors Officers at the discretion of their member team and so long as they remain in good standing with the OMPA Board.
- (c) The President role and corresponding OMPA Championship Meet hosting duties shall rotate alphabetically, by full team name, each year, beginning at the October meeting. The rotation schedule is as follows:

OMPA Year	OMPA Host Team
2025	Moraga Ranch
2026	Moraga Valley Pool
2027	Orinda Country Club
2028	Orinda Park Pool
2029	Sleepy Hollow
2030	Campolindo Cabana Club
2031	Meadow
2032	Moraga Country Club
2033	Moraga Ranch
2034	Moraga Valley Pool
2035	Orinda Country Club
2036	Orinda Moraga Swim Club
2037	Orinda Park Pool
2038	Sleepy Hollow

Continuing to rotate alphabetically, by full team name, each year.
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(d) The President shall:

- i. Preside over all League meetings and shall be responsible for overseeing the overall operation of the League and its meetings
- ii. Act as, or appoint from within Team, Championship Meet Director(s).

(e) The Secretary shall:

- i. Maintain and keep on file the OMPA Bylaws and Rules & Regulations
- ii. Coordinate with the Webmaster to maintain League website
- iii. Compile, maintain, and distribute as needed a roster of the OMPA Board of Directors members and individual team directors
- iv. Take minutes at each meeting and send a copy to all Team Representatives
- v. Notify all Team Representatives of the date, time and place of future OMPA Board meetings
- vi. Serve as secondary signee on League bank account(s)

(f) The Treasurer shall:

- i. Receive and delegate all monies
- ii. Establish and maintain League bank account(s)
- iii. Submit all records and financial reports to the Board on annual basis
- iv. Create, for approval by the Board, and then maintain the annual budget
- v. Maintain insurance and non-profit status for League and Board
- vi. File League's taxes on annual basis

Section I.04          Revision/Amendment of Bylaws and Rules & Regulations

- (a) Bylaws changes must be approved by two-thirds of all member teams. All other matters, including Rules & Regulation changes, and unless otherwise noted in these bylaws, may be approved by a simple majority of all member teams.
  - i. Votes on Bylaws, and Rules & Regulations changes may be conducted electronically if members are unable to attend a meeting where a vote on such an item is taken.
  - ii. Written notice of proposed Bylaws and Rules & Regulations changes must be given to all members of the Board two (2) days prior to a vote on those changes.

#### Section I.05 Meetings

- (a) OMPA Board of Directors meetings shall take place once a month, and on any other date the President so requests.
- (b) The Rotation of Presidency and OMPA Championship Meeting hosting responsibilities shall occur every year at the October meeting.
- (c) The Board will work to set the League Meet Schedule for the following year ideally at the October meeting, but at worst, by the end of the previous year.
- (d) The Board will meet with Member Team Coaches' at least twice per year.

#### Section I.06 Finances

- (a) Each year, the Board, led by the Treasurer, will prepare a budget for the coming year estimating revenues and expenses. The primary source of revenue for the running of the League shall be generated from the proceeds of the annual OMPA Championship Meet. The Board will manage the budget prudently and has the authority to change rates or fees should it become necessary.
- (b) All expenses for running the League, including the OMPA Championship Meet, will be reimbursed from the League bank account(s).
- (c) Any deficit resulting from the operation of the League shall be covered by levying each member Team their percentage of total based on the prior year's official OMPA Championship Meet swimmer count. Any excess monies resulting from the operation of the League shall be used at the discretion of the Board.
- (d) No refund will be given to a Team who elects to terminate from the League. If the League dissolves, any remaining funds shall be distributed to each member Team, according to their percentage of total based on the prior year's official OMPA Championship Meet swimmer count.

#### Section I.07 Insurance

- (a) The League Board shall purchase insurance as deemed necessary to cover League activities, including the Championship Meet, and to protect the Board of Directors against liability for their actions on behalf of the League.