

PLANET SWIM FIRST COAST SUMMER SWIM LEAGUE



LEAGUE BYLAWS & CONTACT INFORMATION

2025 Version



PLANET SWIM FIRST COAST SUMMER SWIM LEAGUE Table of Contents

I.	Objective	pg. 3
II.	Eligibility	pg. 3-4
III.	Meet Events	pg. 4
IV.	Relay Information	pg. 4-5
V.	Entries	pg. 5
VI.	Seeding	pg. 5
VII.	Scoring	pg. 5-6
VIII.	Scratch Meeting	pg. 6
IX.	Championship Meet	pg. 6
X.	Stroke Infractions	pg. 6-7
XI.	Protests	pg. 7
XII.	Grievances	pg. 7
XIII.	Delay / Meet Postponement	pg. 7
XIV.	Meet Personnel & Duties	pg. 8-11
XV.	Pool Facility Recommendations	pg. 11
XVI.	Good Sportsmanship Policy	pg. 11
XVII.	League Meeting Schedule	pg. 12
XVIII.	PSFCSSL Board Members Titles & Duties	pg. 12
Appendix A	Order of Events	pg. 13
Appendix B	Stroke Infraction Report	pg. 14
Appendix C	Swimmer Eligibility Rule Form	pg. 15
Appendix D	League Board Members	pg. 16
Appendix E	League Team and Contact Info	pg. 17-18
Appendix F	Pool Locations & Addresses	pg. 19



I. OBJECTIVE

The First Coast Summer Swim League (FCSSL) was initially formed in 1997 to provide the youth of North Florida communities and clubs an opportunity to learn and participate in organized competitive swimming during the summer.

In 2024, FCSSL merged with Planet Swim to form the Planet Swim First Coast Summer Swim League (PSFCSSL). This merger aims to build upon the solid foundation established by FCSSL, while continuing to promote and enhance the sport of swimming in our community. This partnership leverages our unique strengths and resources to deliver a more comprehensive and impactful swimming experience for the athletes and families. The merger facilitates the pooling of resources, grants access to two professional competition aquatic facilities, and broadens the participant base to include diverse backgrounds from Northeast Florida, specifically in Clay, Putnam, St. Johns, and Southern Duval counties. With operations streamlined to align with USA Swimming guidelines, PSFCSSL expects to enhance efficiency and provide more significant sponsorship opportunities.

This consolidation not only builds on the legacy of FCSSL, but also boosts its legitimacy and visibility through unified branding and messaging strategies, an active public relations campaign, and increased community engagement efforts. By embracing the USA Swimming model, PSFCSSL guarantees uniform development and safety standards, which enhances its credibility and influence, and offers enhanced support for scholarships, events, and community programs.

II. ELIGIBILITY

Team Eligibility: For a team to join the league, there must be a majority vote by all existing teams. The membership qualification is based on the individual club membership policies. In general, the league looks at “how open” their membership is to the general public. The athletes of each team must be a member of the team that they are on, according to their club rules, i.e.: you must be a member of set club or community before you may join that swim team.

Individual Eligibility: To participate and compete in this league an athlete must be a member in good standing on their respective PSFCSSL team.

Additional eligibility determinants:

- A. Eligibility for an age group is determined by the individual’s age as of June 1st of the current year.
- B. Eligibility for Championship participation is that a swimmer must compete in one-fourth or 2 (two) of the team’s completed league meets.
- C. If a meet is canceled due to weather, and an athlete was entered in that canceled meet, that meet counts as a completed meet for that athlete for Champs eligibility purposes. Documentation should be sent to the League Representative one week before the Championship meet.
- D. A League Fee per swimmer will be due for expenses for the summer season. This includes the Championship meet, awards, pool rental, supplies, tent/chair rentals, and other league expenses. Revenues and expenses are accounted for in budget



- reports presented by the League Treasurer and approved by the League President.
- E. Each team must turn in their league fees by May 15th of the current year to the League Representative with a final roster.
- F. A team that does not turn in the league dues on time may forfeit membership or standing with the league. The PSFCSSL Board will vote on each case as necessary.
- G. Each team must have a current copy of Hy-Tek Team Manager and Meet Manager.
- H. It is strongly encouraged that athletes swim each event/stroke at least once each season.

III. MEET EVENTS

- A. Length of course by age group is as follows:

6 & Under:	Free, Back, Breast, Fly – 25 Yards
7 & 8:	Free, Back, Breast, Fly – 25 Yards
9 & 10, 11 & 12, 13-14, 15-18:	Fly, Back, Breast, Free – 50 Yards
10&U, 12&U, 13-14, 15-18:	100 Free - 100 yards
10 & Under, 11 & 12, 13-14, 15-18:	Individual Medley - 100 yards
8 & Under	Free Relay – 100 Yards (4x25 Yards)
9 & 10, 11 & 12, 13-14, 15-18:	Free Relay – 200 Yards (4x50 Yards)
10 & U:	Medley Relay 100 Yards (4 x 25 Yards)
11&12, 13-14, 15-18:	Medley Relay 200 Yards (4 x 50 Yards)

- B. Order of Events (See Appendix A for Details) All Events Alternating, girls then Boys.
- C. A Swimmer may enter a maximum of four (4) events per meet, including the Championships meet. This can include 3 Individual Events & 1 Relay OR 2 Individual Events & 2 Relays (A swimmer may also do fewer events).

IV. RELAY INFORMATION

- A. All relays must be comprised of four (4) athletes or that relay will be disqualified and not receive an official time.

Freestyle Relay: All four swimmers swim freestyle

Medley Relay: 1st Swimmer – Backstroke
2nd Swimmer - Breaststroke
3rd Swimmer - Butterfly
4th Swimmer - Freestyle

- B. During regular season meets, teams may enter as many relays as they can fill. It is customary to fill the fastest heat with the top relays from each team, regardless of seed time.
- C. Teams may swim an athlete up to fill a relay if an older age group only has 3 athletes and the older group needs an additional swimmer. The athlete that is swimming up would remain in their own age group for their individual events. This is designed to allow smaller teams to field a relay, not for teams to field “B” and “C” relays.



- D. The above athlete may not have just done their own age group's relay or get out and do another relay. Also keep in mind the four (4) event rule still applies.
- E. During the Championship meet, a team's entire age group for each relay is an alternate, as long as they are eligible according to the "1/4 of the league meets conducted" rule.

V. ENTRIES

Heat Sheets: The home team prints out ALL heat sheets for both teams for regular season meets. Teams should publish their meet results on Meet Mobile to allow for online heat sheets and live results.

Entries Due Date: Entries with a roster file should be emailed in Hy-Tek format to host team by 12 noon 2 days prior to the meet. If there is a problem, contact that host team. For example: if your meet were scheduled for a Thursday, the entries would be due to the host team by the Tuesday at noon. If you cannot meet the specified deadline, you must contact the host team and make other arrangements.

Order of Events: (Refer to Appendix A) The order of events is established in Hy-Tek format. Only if it is crucial during a specific meet and BOTH coaches are in agreement can changes be made to the event list, but the events must align with the correct number that is in Appendix A AND in your computer program.

VI. SEEDING

All entry lists, heat sheets, and/or seeding cards will have the child's fastest time on it. Relay times will be calculated by adding times together. No times (NT) are allowed at regular season meets, but NOT allowed at the Championship meet. If you have a fast swimmer and want them to be seeded accordingly at a dual meet, a time should be entered.

The meet will be seeded so that the heats progress from slowest to fastest. The last heat should be composed of the fastest submitted times. If a swimmer is a last-minute addition, they will be put in a heat and lane, if there is availability, as the host team will have already seeded the meet.

The computer program will seed the meet for you in Hytek Meet Manager.

VII. SCORING

Scoring during regular season meets will be as follows:

Individual Events:

- 1st Place – 5 points
- 2nd Place – 3 points
- 3rd Place – 1 point

Relay Events:

- 1st Place – 6 points
- 2nd Place – 4 points
- 3rd Place – 2 points

- A. As of 2024, the league has purchased the ribbons for the ribbons for regular season meets. Teams award for places 1-8 during regular season meets.
- B. Heat winner ribbons or prizes will be purchased and provided by the host team.



- C. If an athlete or relay team has a stroke infraction, they are not eligible to score or receive an overall place ribbon (1st through 8th Place). The stroke and turn officials should be writing on the DQ slips if it is a stroke infraction is noted.
- D. At the meets, the two teams may decide to not score their meet. If one team wants to score, then the meet **MUST** be scored. This must be decided prior to the commencement of the meet. The program scores the meet, but if you don't want it announced, discuss this with both teams' coaches.

VIII. SCRATCH MEETING

Scratch and any lineup changes should be provided to the Hytek computer operator 30 minutes before the beginning of the meet. A scratch meeting may be held 30 minutes before the meet begins to add swimmers or remove known scratches. The Head Clerk, computer staff, and those with entry updates should be provided timely updates to ensure an on-time start. The Clerk and computer staff should arrive 30 minutes before the start of the meet so they can make appropriate changes and facilitate an on time start of the meet.

IX. CHAMPIONSHIP MEET

- A. Who Participates: All PSFCSSL member teams in good standing.
- B. Entries: The 4-event **MAXIMUM** rule applies, also Relay times **MUST** be submitted.
- C. When & Where: As Determined.
- D. Qualifications: Athletes must be in good standing with their team and have participated in 1/4 of their team's regular season meets.
- E. Duties: Each team will be assigned certain volunteer positions as determined by the meet director.
- F. Scoring: Score Places 1-16, according to the Meet Manager standard scoring.
- G. Scratch Meeting: Scratch meeting, time and date to be determined per the meet letter. There are no deck entries during the Championship meet.
- H. Assign Meet Director: The league president is the designated meet director for the Championship meet.

X. STROKE INFRACTIONS

This league takes stroke development and the rules governing stroke infractions seriously. The league understands the importance of proper technique while building athlete confidence and demonstrating grace as we apply the rules. The formal stroke infraction list will be according to the most current USA Swimming Disqualification Report and is located in Appendix B.

- A. For all backstroke starts, athletes are not permitted to curl their toes stand in or on the gutter. Additionally placing the toes above the lip of the gutter or bending the toes over the lip of the gutter, before or after the start, is prohibited.
- B. Each team should have trained stroke and turn officials who can assist at regular season meets.



- C. There should be judges from both teams, and both judges should provide impartial feedback regarding stroke infractions to both teams.
- D. There will be stroke and turn officials at the Championship Meet and stroke infractions will be enforced.
- E. A stroke infraction will result in no points and no official time for the swim.
- F. Stroke and Turn Officials MUST write on the DQ Slip regarding what the stroke infraction was on the approved DQ slip.
- G. Computer input volunteers must look for these notations and award the infraction accordingly.

XI. PROTESTS

In the event of a protest situation that arises during a regular season meet, the Head Coaches and Team Representatives will discuss.

For all other issues, please reach out to the PSFCSSL Board so they can discuss and review. The best way to do this is to reach out to the league president by text or telephone and follow it up by sending an email with the details to firstcoastsummerswimleague@gmail.com

XII. GRIEVANCES

If athletes, parents, or swim coaches demonstrate unsportsmanlike conduct the following will apply: The complaint must be brought to the attention of the Coach and Team Representative. If the grievance warrants further discussion, a letter must be written by the Team Representative and submitted to the PSFCSSL Board.

This letter will be on file and will serve as a warning to the team of the complaint. A copy of the letter will be sent to the team of complaint and the complaining team. If a particular team has 2 or more warnings, they must demonstrate the ability to comply before being allowed to remain in the PSFCSSL. Consideration will be brought before the board for a decision.

XIII. DELAY / MEET POSTPONEMENT

In the event of inclement or dangerous weather, Coaches and Team Representatives will decide when and if to start the meet or, if necessary (and if possible), to reschedule it.

If the host pool has problems, the Coach or Team Representative must contact the visiting team to make other arrangements, or to decide if, or when it is possible to reschedule.

If both teams show up and the weather prevents the meet from occurring, it will be considered "a meet conducted" and athletes who were entered into the meet/on the heat sheet count as participating.



XIV. MEET PERSONNEL & DUTIES

Home Team:

1 Starter/Announcer
 1 Timer per Lane
 1 Head Clerk of Course
 2 or More Ready Bench
 Helpers
 2 Runners
 1 Stroke and Turn Judge
 1 Head Computer Person
 1 Heat Winner Ribbon Person
 Set Up/Clean Up Crew

Visiting Team:

1 Timer per Lane
 2 or More Ready Bench
 Helpers
 1 Stroke and Turn Judge

**Each Team will provide their own DQ Slips

**The league orders the ribbons and provides them to the teams.

Teams will then provide place ribbons based on the results after the meet.

The following is a list of volunteer positions that are used at swim meets. Not all are required during regular season swim meets, some of them are used during the Championship meet:

Admin Official - Responsible for managing the administrative operations of a championship swim meet for a developmental league. Key responsibilities include setting up the meet file using Hytek Meet Manager by entering event information, team rosters, and athlete entries. The official writes and disseminates the official meet letter, which includes key information such as the event schedule, entry deadlines, procedures, and rules. During the meet, the Administrative Official oversees all “dry side” operations, including managing the timing system interface, entering and verifying times, resolving timing discrepancies, and ensuring accurate seeding and results. Additional duties include collecting and organizing timing data, collating results from touchpads, buttons, and watches, and distributing official results to coaches, teams, and league representatives. The Administrative Official ensures the meet runs efficiently, data is accurate, and all communications are clear and timely

Admin Runner - Supports the Administrative Official and Meet Coordinator throughout the meet. Key responsibilities include collecting and delivering lane timer sheets, DQ slips, and backup times to the admin table, hanging printed results in designated areas, and assisting with other administrative tasks as needed.

Awards Room Coordinator - Responsible for managing the organization, labeling, and distribution of all medals and ribbons during the championship swim meet. Using official results provided by the Administrative Official, the Coordinator prints and sorts award labels, matches them to the correct medals or ribbons, and oversees the distribution process. The Coordinator works closely with one Awards Room Assistant from each team, providing them with labels and awards as appropriate to ensure athletes receive their awards accurately and in a timely manner.



Awards Room Helpers - Awards Room Assistants support the Awards Room Coordinator in organizing and distributing medals and ribbons during the meet. Each team will provide one Awards Room Assistant help sort and label awards for their team based on official results. Assistants will receive award labels and corresponding medals or ribbons from the Coordinator and ensure they are correctly assembled and organized for their team's athletes.

Clerk of Course Coordinator/Head of the Ready Bench: The Ready Bench Coordinator is responsible for managing the staging area and ensuring swimmers are organized and ready for their events. Using the heat sheet, the Coordinator verifies that athletes are seated in the correct heat and lane order before they are escorted to the starting blocks. This role is essential for maintaining the flow of the meet and preventing delays. The Coordinator communicates with the announcer and deck officials to stay informed of the event timeline and any changes.

Head Timer - The Head Timer is responsible for supporting lane timers and ensuring accurate timing throughout the meet. At the beginning of each race, the Head Timer starts two stopwatches to serve as backups. If a lane timer misses a start or experiences a stopwatch issue, the Head Timer will quickly provide one of their backup watches to ensure uninterrupted and accurate timing. The Head Timer serves as the main point of contact between timers and meet officials. A Head Timer will be designated from the pool of available timers.

Hospitality - Responsible for distributing water to timers, officials, and key meet volunteers throughout the event. They help ensure that all volunteers stay hydrated and comfortable.

Lead Stroke & Turn Official - Responsible for supervising all Stroke and Turn Officials during the championship swim meet to ensure consistent and accurate enforcement of USA Swimming rules.

Meet Coordinator - The Meet Coordinator, fulfilled by the PSFCSSL President, holds the overall responsibility for planning, organizing, and overseeing the championship swim meet. This includes coordinating with the host facility, setting the meet schedule, securing necessary personnel and volunteers, and ensuring all league policies and procedures are followed. The Meet Coordinator works closely with team representatives, officials, and the Administrative Official to confirm logistics, timelines, and compliance with league rules. On the day of the meet, the Coordinator serves as the primary point of contact for major issues or decisions and ensures that all aspects of the meet—from setup through awards—run smoothly

Meet Volunteer Coordinator - Responsible for supporting the Meet Coordinator by managing all aspects of volunteer staffing for the championship swim meet. This includes keeping the Meet Coordinator included on all communication and informed of volunteer needs, changes, updates, and any issues that arise before and during the event. The Volunteer Coordinator works with each Team Volunteer Coordinator to collect and confirm team assignments, fill any unassigned roles, and ensure all volunteer positions are covered. Additional responsibilities include preparing and distributing volunteer schedules, communicating role expectations, checking in volunteers, and making real-time adjustments as needed throughout the meet.



Parking Lot Attendants - Responsible for managing traffic flow and ensuring safety and organization in the parking areas during the championship swim meet. A key responsibility is monitoring the parking area directly in front of the pool facility, which must remain open for tennis patrons, with access restricted to coaches and designated volunteers only. Attendants will guide vehicles to appropriate parking areas, keep fire lanes and drop-off zones clear, and assist with safe pedestrian movement.

Pool Monitor - Pool Monitors are responsible for supervising the warm-up and cool-down lanes located next to the competition pool to ensure they are used safely and appropriately throughout the meet. Each team will provide one Pool Monitor to help maintain a calm and controlled environment. Monitors must enforce the following rules: no diving, no horseplay, no hanging on the lane lines, and the area is to be used for warm-up and cool-down only. Monitors should be alert, respectful, and confident in reminding swimmers of the rules. Any safety concerns or issues should be reported immediately to meet officials

Ready Bench Helpers: Ready Bench Helpers assist the Head, Clerk of Course at the ready bench area. Responsibilities include seating swimmers, helping locate athletes, and maintaining crowd control. Each team should have at least two volunteers at the beginning and end of the meet, especially during relays. These volunteers will escort swimmers to the starting end of the pool and ensure they remain in order.

Ready Bench Area Overview and Explanation: The ready bench in developmental swimming is essential for organization, preparation, efficiency, safety, and providing a positive learning experience for young swimmers. It arranges athletes by heat and lane, ensuring events run smoothly and on time. This process streamlines transitions between races, improves meet efficiency, and ensures the safety of swimmers by preventing them from wandering or missing their events. It also helps new swimmers learn meet procedures, follow instructions, and understand event flow, fostering a structured and supportive competitive environment.

PSFCSSL has many 10 and Under swimmers who are new to competitive swimming. Each host team should provide: A **check-in table** at the beginning of the meet for all athletes and a **ready bench** for 10 and Under swimmers

Set-Up and Clean Up Crew: Responsible for preparing the pool facility the night before the start of the meet and restoring it to its original condition afterward. Set up duties include arranging chairs and tables for officials and timers, setting up tents or shade structures, posting signage, distributing equipment (such as stopwatches and clipboards), and assisting with the ready bench and team seating areas. After the meet, the crew will collect and pack up all equipment, remove trash and lost items, take down tents and signage, and ensure that the pool deck and surrounding areas are clean and orderly. This role requires teamwork, reliability, and a willingness to help wherever needed. The crew plays a key role in creating a smooth, professional, and safe environment for the competition.

Starter - Responsible for ensuring a fair and consistent start for each race during the championship swim meet. The Starter gives clear commands and uses the whistle protocol and activates the starting system to begin each race. The Starter ensures that all swimmers are stationary and properly positioned before starting the race and is trained to recognize and respond to false starts.



Stroke & Turn Official - Responsible for ensuring that all swimmers comply with the technical rules for each stroke and turn as established by the league. These officials observe swimmers during races to ensure that strokes, starts, turns, and finishes are performed according to the rules. When a potential violation is observed, the Stroke and Turn Official completes a disqualification (DQ) slip with accurate details and submits it to the referee or administrative official. Officials must remain attentive, impartial, and consistent throughout the meet, maintaining a professional and supportive presence on deck. The league uses USA Swimming stroke and turn rules and all Stroke & Turn Officials should be familiar with current USA Swimming rules.

Team Volunteer Coordinator - Serves as the primary point of contact between their team, the Meet Coordinator, and the League Volunteer Coordinator. The Team Volunteer Coordinator is responsible for organizing and managing their team's volunteer assignments, in coordination with the coach, before and during the meet. This includes recruiting volunteers, communicating assigned roles and responsibilities, and ensuring that team volunteers arrive on time and are properly prepared.

Timers - Each lane will have two timers, preferable from different teams. One timer will operate a stopwatch and one timing button. The other timer will operate a second timing button and record the finish time from the stopwatch. The recorded time must be written exactly as shown on the stopwatch, to two decimal places, and must not be taken from the scoreboard. Timers are responsible for starting their devices at the sound of the start and stopping them when the swimmer in their lane finishes the race. Attention to detail, communication, and focus are key. All timers should attend a brief training session before the meet begins. (From the pool of available timers, one head timer will be designated).

Set-Up and Take Down Crew: Volunteers from the home team set up for the meet before the visiting team arrives so areas are defined for visitors. There may also be a designated take down or clean-up crew.

XV. POOL FACILITY RECOMMENDATIONS

- A. To Host a Meet: A Team **MUST** have Lane Lines
- B. Starting Blocks are preferred, but not required.
- C. Backstroke Flags are preferred as they provide a reference for finishes and turns. Here are the specifications for different pool lengths:
 1. Meter Pools – 5 Meters (16 ft. 5 in.) from each end of the pool and a minimum of 5 ft. 11 in. to a maximum of 8 ft. 3 in. above the water surface
 2. Yard Pools – 15 Feet from each end of the pool and 7 Feet above the water surface

XVI. GOOD SPORTSMANSHIP POLICY

A swimmer may be asked to leave a meet if his or her conduct towards others is consistently demeaning or unsportsmanlike. Two (2) adults must witness the behavior and report it to the Coach. A warning from that Coach must be given to the swimmer. If the behavior continues, the swimmer must leave the meet. (Also see Grievances.)



XVII. LEAGUE MEETING SUGGESTED SCHEDULE

Suggested meetings, held annually, beginning with the end of the season:

- A. After the Championship Meet – League Board and Swim Coaches to discuss any meet changes or additions.
- B. January / February – Board Members set scheduling meeting for after Spring Breaks and discuss anything not resolved (may not have this meeting - if not, the League Rep will set the scheduling meeting date and e-mail all teams.)
- C. March – League Board, Coaches and Team Representative(s) to schedule meets.
- D. April – League Board, Team Representative(s) and/or Coaches to review Championship Meet information
- E. July/Championships – Team Representative(s) and / or Coaches at Championship location to set-up the team areas and prepare the meet. ALL teams must be represented.

XVIII. PSFCSSL Board Members Titles & Duties

- A. League President:
 - Oversee League Guidelines and Bylaws
 - Organize, Schedule & Conduct League Meetings
 - Receive & Address League Grievances
 - Oversee Championship Meet
- B. League Vice President:
 - Assist League President in League Meetings
 - Assist League President in League Grievances
- C. League Treasurer:
 - Assist League in Accounting of Funds with Monthly Statements
 - Recommend Purchases for League Needs
- D. League Secretary:
 - Keep the minutes of the PSFCSSL meetings
 - Send out notification of meetings to members
- E. All League Board Members:
 - Provide additional support & league roles as needed for the success of the league, including but not limited to assigning duties, approving purchases, and adding league teams.

APPENDIX A – PSFCSSL ORDER OF EVENTS

EVENT#	PSFCSSL Meet Events List 2025	EVENT#
Girls		Boys
1	6 & Under 100 Freestyle Relay	2
3	7-8 100 Freestyle Relay	4
5	9-10 200 Freestyle Relay	6
7	11-12 200 Freestyle Relay	8
9	13-14 200 Freestyle Relay	10
11	15-18 200 Freestyle Relay	12
13	10 & Under 100 IM**	14
15	11-12 100 IM	16
17	13-14 100 IM	18
19	15-18 100 IM	20
21	6 & Under 25 Freestyle	22
23	7 & 8 25 Freestyle	24
25	9-10 50 Freestyle	26
27	11-12 50 Freestyle	28
29	13-14 50 Freestyle	30
31	15-18 50 Freestyle	32
33	6 & Under 25 Backstroke	34
35	7 & 8 25 Backstroke	36
37	9-10 50 Backstroke	38
39	11-12 50 Backstroke	40
41	13-14 50 Backstroke	42
43	15-18 50 Backstroke	44
**** BREAK ****		
45	8 & Under 100 Medley Relay	46
47	9-10 100 Medley Relay	48
49	11-12 200 Medley Relay	50
51	13-14 200 Medley Relay	52
53	15-18 200 Medley Relay	54
55	6 & Under 25 Breaststroke	56
57	7 & 8 25 Breaststroke	58
59	9-10 50 Breaststroke	60
61	11-12 50 Breaststroke	62
63	13-14 50 Breaststroke	64
65	15-18 50 Breaststroke	66
67	6 & Under 25 Butterfly	68
69	7 & 8 25 Butterfly	70
71	9-10 50 Butterfly	72
73	11-12 50 Butterfly	74
75	13-14 50 Butterfly	76
77	15-18 50 Butterfly	78
79	10 & Under 100 Freestyle**	80
81	11-12 100 Freestyle	82
83	13-14 100 Freestyle	84
85	15-18 100 Freestyle	86

APPENDIX B – STROKE INFRACTION REPORT



DISQUALIFICATION REPORT

EVENT # _____ HEAT _____ LANE _____

SWIMMER _____ TEAM _____

BUTTERFLY START _____ SWIM _____ TURN _____ FINISH _____

KICK: ALTERNATING (1A) _____ BREAST (1B) _____ SCISSORS (1C) _____

ARMS: NON-SIMULTANEOUS (1E) _____ UNDERWATER RECOVERY (1F) _____

TOUCH: ONE HAND (1J) _____ NOT SEPARATED (1H) _____

NON-SIMULTANEOUS (1L) _____ NO TOUCH (1K) _____

NOT TOWARD THE BREAST OFF WALL (1M) _____

HEAD DID NOT BREAK SURFACE BY 15m (1N) _____ RE-SUBMERGED (1R) _____

OTHER (1T): _____

BACKSTROKE START _____ SWIM _____ TURN _____ FINISH _____

NO TOUCH AT TURN (2I) # _____

PAST VERTICAL AT TURN: _____

DELAY INITIATING ARM PULL (2S) _____ DELAY INITIATING TURN (2T) _____

MULTIPLE STROKES (2U) _____

TOES OVER LIP OF GUTTER AFTER THE START (2P) _____

HEAD DID NOT BREAK SURFACE BY 15m (2N) _____ RE-SUBMERGED (2R) _____

NOT ON BACK OFF WALL (2K) _____

SHOULDERS PAST VERTICAL TOWARDS THE BREAST (2L) _____

OTHER (2T): _____

BREASTSTROKE START _____ SWIM _____ TURN _____ FINISH _____

KICK: ALTERNATING (3A) _____ BUTTERFLY (3C) _____ SCISSORS (3D) _____

ARMS: PAST HIPLINE (3E) _____ NON-SIMULTANEOUS (3F) _____

TWO STROKES UNDER (3G) _____ NOT IN SAME HORIZONTAL PLANE (3H) _____

ELBOWS RECOVERED OVER WATER (3I) _____

TOUCH: ONE HAND (3J) _____ NOT SEPARATED (3N) _____

NON-SIMULTANEOUS (3L) _____ NO TOUCH (3K) _____

NOT TOWARD THE BREAST OFF WALL (3M) _____

CYCLE: KICK BEFORE PULL (3Q) _____ HEAD NOT UP (3P) _____

DOUBLE PULLS/KICKS (3S) _____

OTHER (3T): _____

FREESTYLE

NO TOUCH AT TURN (4K) # _____

HEAD DID NOT BREAK SURFACE BY 15m (4N) _____ RE-SUBMERGED (4C) _____

INDIVIDUAL MEDLEY

STROKE INFRACTION(S) # _____ OUT OF SEQUENCE (5P) _____

FOURTH DISTANCE SWUM IN STYLE OF PREVIOUS STROKE _____

RELAYS

STROKE INFRACTION: (61-64) # _____ SWIMMER # _____

EARLY TAKE OFF SWIMMER (66-68) # _____

CHANGED ORDER (6P): SWIMMER _____ STROKE _____

OTHER (6T): _____

MISCELLANEOUS

FALSE START (7O) _____ DECLARED FALSE START (7P) _____

DID NOT FINISH (7Q) _____ DELAY OF MEET (7R) _____

OTHER (7S-Z): _____

JUDGE: _____

(print name clearly)

REFEREE: _____

(print name clearly)

NOTIFIED: _____ SWIMMER _____ COACH _____

rev. (7/19)

SWIMMER/COACH

APPENDIX C – Swimmer Eligibility Rule Form

To be eligible to compete in the First Coast Planet Swim Summer Swim League, which runs from June 1 of the current year through Championships, athletes must meet the following responsibilities:

- Check with your Team Coach and Team Representative to ensure your age is recorded correctly and up to date as of June 1st of the current year.
- To compete in the Championship meet, athletes must participate in at least one-fourth (1/4) or two (2) of their team's scheduled regular season meets.
- A League Fee per swimmer is required and must be submitted to your Team Coach or Team Representative before June 1st of the current year.
- Demonstrate good sportsmanship at all times, showing respect for teammates, competitors, officials, and coaches.
- I agree to the terms and responsibilities for participation in the PSFCSSL season.

Athlete's Printed Name

Athlete's or Guardian's Signature

Team Name

Date

APPENDIX D – League Board Members

The First Coast Summer Swim League is a not-for-profit corporation in the state of Florida. The document number of this corporation is N10000003911.

The board members for the PSFCSSL are as follows:

President – Sondra Santana
6900 Argyle Forest Boulevard
Jacksonville, FL 32244
Phone: 904-718-0663
Email: sondra.m.santana@gmail.com

Vice President – Jackie Kroggel
1545 Royal Fern Lane
Fleming Island, FL 32003
Phone: 912-713-3414
Email: paceislandpiranhas@gmail.com

Secretary – Gus Calado
300 Davis Park Road
Ponte Vedra, FL 32081
Phone: 904-285-7545
Email: gmc@planetswim.org

Treasurer – Jacob MacGibbon
1209 Westover Drive
Palatka, FL 32177
Phone: 386-937-5077
Email: jake@putnamsharks.com

APPENDIX E



PSFCSSL Team and Volunteer Contact Information 2025

Updated May 19, 2025

PSA Argyle

Role	Name	Phone	Email Address
Head Coach	Susan Johnson	904-505-3888	cej4@bellsouth.net
Team Representative	Sondra Santana	904-718-0663	sondra.m.santana@gmail.com
Scholarship Committee Rep	Claire Grewe	904-504-1297	cgrewe44@gmail.com
Champs Planning Committee	Ashley Rump	954-759-1292	ashrump22@gmail.com
Hy-Tek Meet Manager Contact	Sondra Santana	904-718-0663	sondra.m.santana@gmail.com

Eagle Landing

Role	Name	Phone	Email Address
Head Coach	Hally Adams	904-838-1854	hadams1190@gmail.com
Assistant Coach	Alex Weymouth	904-563-5319	alexweymouth2022@gmail.com eaglelandingswim@outlook.com
Team Representative			
Scholarship Committee Rep			
Champs Planning Committee			
Hy-Tek Meet Manager Contact	Alex Weymouth	904-563-5319	alexweymouth2022@gmail.com eaglelandingswim@outlook.com

Eagle Harbor

Role	Name	Phone	Email Address
Head Coach	Matthew Fetzner	504-940-7363	ehswimcoach@eh.info
Team Representative	Ashley Ferendo		ashleyf@eh.info
Scholarship Committee Rep			
Champs Planning Committee			
Hy-Tek Meet Manager Contact			

Oakleaf

Role	Name	Phone	Email Address
Head Coach	Jack Powers-Young	904-505-7731	jpow482@gmail.com
Assistant Coach	Lindsay Shelton	904-477-1380	lsimdevil@aol.com
Assistant Coach	Samantha Lee	904-303-8729	samantha.lee@myoneclay.net
Team Representative	Chris Collins	678-779-3868	ccollins710@gmail.com
Scholarship Committee Rep			
Champs Planning Committee	Valerie Manley	904-841-7599	valeriemanley@yahoo.com
Hy-Tek Meet Manager Contact			

Timuquana

Role	Name	Phone	Email Address
Head Coach	Walt Bartman	301-524-2083	wbartman@timuquana.net
Assistant Coach	Sondra Santana	904-718-0663	sondra.m.santana@gmail.com
Team Representative	Latanya Peterson	904-316-3206	lepeterson2020@hotmail.com
Scholarship Committee Rep	James Romero	904-200-2200	jromero@timuquana.net
	Latanya Peterson	904-316-3206	lepeterson2020@hotmail.com
Champs Planning Committee	Charlie Miller		charlie.clearhair@gmail.com
	Latanya Peterson	904-316-3206	lepeterson2020@hotmail.com
Hy-Tek Meet Manager Contact	Sondra Santana	904-718-0663	sondra.m.santana@gmail.com

PSA Nocatee

Role	Name	Phone	Email Address
Head Coach	Lisa Thompson Gus Calado	952-984-7122 904-504-8474	Lisa.k.wulf@gmail.com gmc@planetswim.org
Assistant Coach	Ashley Reutter	952-984-9072	Ashley.e.wulf@gmail.com
Team Representative			
Scholarship Committee Rep			
Champs Planning Committee			
Hy-Tek Meet Manager Contact	Scott Rabalais	904-806-6779	scottrabalais@comcast.net

Pace Island

Role	Name	Phone	Email Address
Head Coach	Jackie Kroggel	912-713-3414	pacesislandpiranhas@gmail.com
Team Representative	Rob Kroggel	717-360-4052	rkroggel@hotmail.com
Scholarship Committee Rep	Sasha Rich		richfamily2007@gmail.com
Team Representative	Rob Kroggel	717-360-4052	rkroggel@hotmail.com
Head Coach	Jackie Kroggel	912-713-3414	pacesislandpiranhas@gmail.com

Putnam Sharks

Role	Name	Phone	Email Address
Head Coach	Jacob MacGibbon	386-937-5077	jake@putnamsharks.com
Team Representative	Krystal Dreyer	386-336-0170	krystalmalloy@gmail.com
Scholarship Committee Rep	TBD	TBD	TBD
Champs Planning Committee	Krystal Dreyer	386-336-0170	krystalmally@gmail.com
Hy-Tek Meet Manager Contact	Amber Roberts	386-916-9249	booster@putnamsharks.com

League Officers & Advisors

Role	Name	Phone	Email Address
President	Sondra Santana	904-718-0663	sondra.m.santana@gmail.com
Vice President	Jackie Kroggel	912-713-3414	pacesislandpiranhas@gmail.com
Secretary	Gus Calado	904-504-8474	gmc@planetswim.org
Treasurer	Jacob MacGibbon	386-937-5077	jake@putnamsharks.com
Stroke & Turn	Brad White	904-252-5872	whitepack@bellsouth.net
League Admin & Webmaster	Scott Rabalais	904-806-6779	scottrabalais@comcast.net

APPENDIX F

POOL ADDRESSES

Planet Swim Argyle

6900 Argyle Forest Boulevard
Jacksonville, FL 32244

Eagle Harbor

1880 Eagle Harbor Parkway
Fleming Island, FL 32003

Eagle Landing

3975 Eagle Landing Parkway
Orange Park, FL 32065

Oakleaf

845 Oakleaf Plantation Parkway
Orange Park, FL 32065

Pace Island

1545 Royal Fern Lane
Fleming Island, FL 32003

Planet Swim Nocatee

300 Davis Park Road
Ponte Vedra, FL 32081

Putnam Sharks

1209 Westover Drive
Palatka, FL 32177

Timuquana

4028 Timuquana Road
Jacksonville, FL 32210

