CLERK OF THE COURSE:

The Clerk of the Course is Open Water Swimming's equivalent of the "Pool's" Check Starter with some added responsibilities. The Clerk of the Course (CC) also has to comply with the General Requirements. Depending on the number of swimmers it may be necessary to appoint more than one CC. While one hour is usually sufficient it is best to check with the Organising Committee as the Registration Time may be altered to allow for a large field and as CC you will need to be in attendance earlier than the one hour before the advertised start time.

As CC you need to liaise with the Recorders, Announcer, the Course and Safety Officers, Starter and the Referee. You **need to know** where the Registration and the Ready/Assembly areas are located. This information **needs to be passed** to the Announcer so that suitable announcements can be made prior to the Start of the event(s).

You **must know** the exact location of the Start and Finish lines.

You **must also be aware** if the competition is to be an "escorted swim", that is escort safety craft provided for the swimmers' representatives and the Race Judges (one craft for each swimmer).

From the Chief Recorder you **must find out** the exact number of swimmers.

What to bring?

                pencils, pens, marker pens (wide felt tip) and wristwatch.

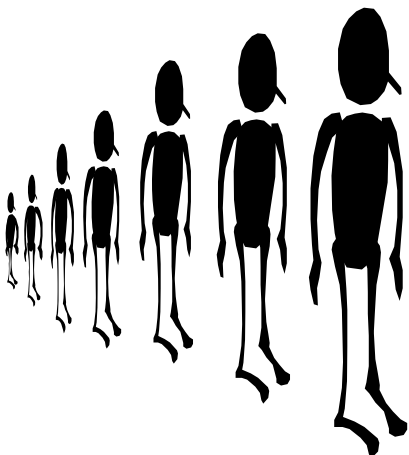### *What to do?*

After reporting to the Referee, find the Chief Recorder and:

                Find out the total number of swimmers entered and when registrations can commence (this time is usually published in the Meet Information and is usually 1 hour before the advertised start time);

In some instances, swimmer numbers will have been issued prior to the competition. You need to receive this list from the Chief Recorder. Where the field of swimmers is restricted or it is a pre-entry meet it is possible to know the exact number or entrants before the day. This does not mean that you will have the same number of swimmers registering on the day. For any Late Entries, obtain the last Competitor Number issued from the pre-entries and start with the next number. If someone fails to register you won't know until the closing of the event as to how many starters you will have.

You must inform the Referee and Chief Recorder of all non-starters and exactly how many swimmers will be entering the water as soon as registration has closed. The only reason for your number not being equal to the number in the water is where someone withdraws after registration, but before the Start.

Where escort safety craft are used the swimmer's number must be clearly displayed on the craft. This numbering should be highly visible with both sides of the bow displaying the swimmer's number. It is your responsibility to ensure that the escort safety craft has the correct swimmer number.

All withdrawals are handled by the Recorders. Anyone wishing to withdraw must be directed to the Chief Recorder. The Chief Recorder is responsible for advising you of any withdrawals before the Start of the event(s).

Swimmer numbers if not pre-issued are on a "first come first served" basis. It is strongly recommended that their issue be **unique and sequential**, there must not be any non-sequential numbering nor are concurrent sets of numbers to be used under any circumstances. Some organisers will want to use sets of numbers for different categories of swimmers, eg, 1 to 100 for the Opens, 101 to 200 for the Boys Age Groups, 201 to 299 for the Girls Age Groups and so on. While this might assist with the recording task it can lead to problems with numbering the swimmers on both shoulders and upper arms as the numbers have to be made smaller to fit the area available. This in turn will cause problems for Turn and Finish Judges and the Referees as they try to read small numbers from a distance.

Ask the Meet Director to show you the Registration, Ready/Assembly area, the Start and Finish lines and dedicated secure storage areas for swimmers' equipment that is not going onto their escort safety craft;

Check with the Announcer that the Announcer is aware of the locations mentioned above. Ask the Announcer to make suitable announcements so that swimmers are aware of the exact locations.

Swimmer numbers are applied to the upper forearms and the shoulders. Swimmers should be repeatedly reminded to keep these areas free of grease. The numbers should be large so that the Referee, Race and Finish Judges and any Swimmer Support Personnel can easily read them. Legible numbers are of paramount importance because there are no designated lanes for the swimmers' use. At the time of registration swimmers should be reminded that jewellery and watches are not permitted to be worn during the race and that long finger nails need to be trimmed (OWS 3.45).

Advise all swimmers to be in the Assembly/Ready area by the designated time (the Referee will tell you when he/she wants to instruct the swimmers of the conditions pertaining to the event) to receive the Referee's instructions.

Keep swimmers, their Handlers/representatives and Officials informed of the time remaining before the start at regular intervals (the Referee will give you instructions as to what is suitable) until the last five (5) minutes during which one minute warnings are given.

You are also responsible for ensuring that all/any clothing left in the start area is taken to the finish area and kept in safekeeping. You may have to ask the Meet Director for suitable containers for this purpose. A garbage bag with the swimmer's number endorsed is one way of doing this. You will have already found out the location of this secure area from the Meet Director.

🙎 Finally when the swimmers have finished their event you have to look after their well being should their own attendants not be present. This may consist of having their bagged clothing for them at the finish, a chair for them to sit on, some refreshments or obtaining Medical support should the need arise.

RULES: The following rules relate to the Clerk of the Course's responsibilities and duties:

FINA	SNSW
OWS3.44	*OWS4.44*
OWS3.45	*OWS4.45*
OWS3.46	*OWS4.46*
OWS3.47	*OWS4.47*
OWS3.48	*OWS4.48*
OWS3.49	*OWS4.49*