



**INFRACTION REPORT
GUIDELINES**

Adopted or Amended	By Whom	Date
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9.1 INTRODUCTION.....	ERROR! BOOKMARK NOT DEFINED.

1. Introduction

The Swimming NSW (SNSW) Rules require Officials reporting infractions of the Rules to do so on signed infraction reports/cards.

SW2 Referee Control Duties and Powers requires the Referee to “where possible advise promptly any swimmer so disqualified of the reason.” At State, National and International meets, this is by means of the Announcer reading out an infraction report that has been written by the reporting Official, in some cases reviewed by a Chief before presenting to a Referee, and then signed by the Referee.

SW2 specifically requires Inspectors of Turns and Judges of Strokes to report any violation to the Referee on signed cards detailing the event, lane number and the infringement. However, any Official reporting infractions to the Referee should be capable of writing infractions expressed in terms of the Rules. An example is the Starter reporting infractions at the start.

Infraction reports are a reference document for infractions that may be the subject of protests and appeals. The procedure at meets run by Swimming Australia and SNSW is that disqualifications are announced directly from the Rule Infraction Report on which the authorised Official’s report and the Referee’s decision are recorded. The swimmer is not named in the announcement. It is clear that both these uses require infraction reports to be:

- Unequivocal,
- Be stated in the terms of the Rules,
- Consistent in theme and expression,
- Worded correctly.

Infraction reports should indicate the extent of the fault or perhaps the number of times that the infringement occurred.

2. General

The key to writing an accurate infraction report is to have a thorough and up to date knowledge of the swimming Rules. It is strongly recommended that Officials:

- Review the Rules prior to any swim meet,
- Periodically undertake a thorough review of the Rules for any changes or updates to the Rules,
- Practice writing infractions themselves to develop the skill to accurately write infractions without reference to “cheat sheets” or infraction cards.

The reporting Official must be absolutely sure that an infringement has occurred and is obliged to make decisions autonomously and independently of other Officials. Officials are required to promptly report an infraction to the Referee.

SNSW has developed a ‘Quick Reference Rule Infraction Card’ to assist Technical Officials to write accurate infraction reports. It is not a substitute to a thorough understanding and knowledge of the Rules of swimming. This is a useful prompt, however, Officials must be aware:

- Relying solely on the guideline may not provide enough detail,
- May not contain enough specific information relevant to each infraction,
- Even with version control, there is always a chance a dated version could be accidentally used,
- There could be a lag between the updating of Rules and an associated update of the card,
- May convey a perception to coaches, athletes and spectators that Officials do not know the rules.

An example that amplifies Rule currency for where a Rule evolution may imply a different expression of a Rule infraction and eventually not be an infraction is as follows:

SW7.4 (FINA SW7.4) – Pre-October 2009

During each complete cycle, some part of the swimmer’s head shall break the surface of the water. After the start and after each turn the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke. ***A single downward dolphin kick followed by a breaststroke kick is permitted while wholly submerged.*** Following which, all movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement.

Infraction Example Pre-October 2009

“Swimmer executed a ***downward dolphin kick*** prior to the commencement of the first arm stroke after the 50 metre turn”

SW7.1 (FINA SW7.4) – Post October 2009 to September 2013

After the start and after each turn, the swimmer may take one arm stroke completely back to the legs during which the swimmer may be submerged. ***A***

single butterfly kick is permitted during the first arm stroke, followed by a breaststroke kick.

Infraction Example Post October 2009 to September 2013

“Swimmer executed a ***butterfly kick*** prior to the commencement of the first arm stroke after the 50 metre turn”

SW7.1 (FINA SW7.4) – Current

After the start and after each turn, the swimmer may take one arm stroke completely back to the legs during which the swimmer may be submerged. **At any time prior to the first breaststroke kick after the start and after each turn a single butterfly kick is permitted.**

When the butterfly kick occurs prior to the first breaststroke kick does not matter. It is no longer an infraction

Appendix One is a SNSW Infraction Report.

Appendix Two is the SNSW “Quick Reference Rule Infraction Card”.

3. Format

When writing an accurate infraction report a Technical Official needs to consider the element or the key points of the Rule. The infraction report would state what the Swimmer did to break the Rule and where it happened.

The extent of an infraction can be included in brackets after the written infraction. For example after a breaststroke turn “Swimmer executed more than one butterfly kick after the 50 metre turn (3 kicks)”. The component in brackets (i.e. “3 kicks”) would not be read out by the Announcer.

It can be considered that there are three basic formats:

3.1 Format One

“**The Swimmer**” *<what> <where>*

Example One

The Swimmer *started before the starting signal*

3.2 Format Two

“**The Swimmer’s**” *<what> <how> <where>*

Example Two

“**The Swimmer’s** *hands were brought back beyond the hip line throughout the race.”*

3.3 Format Three

“**The Swimmer executed**” *<what> <where>*

Example Three

“**The Swimmer executed** *a non simultaneous touch at the 50 metre turn*”

3.4 Expression for Where an Infraction occurs

If a Swimmer only committed an infraction after or during a certain point of the race, the infraction report should express this. For instance, if during a 200 metre butterfly race, a Swimmer only started to execute an alternating kick during the last 25 metres of the race, the infraction should reflect this.

An example - “Swimmer executed alternating leg movements throughout the last 25 metres of the race”.

Whilst this could be because the Swimmer became fatigued, a Technical Official should remain silent on any judgement for why it may have occurred (i.e. only apply the Rules, do not interpret them).

In précis, infractions generally occur:

- At or after the start,
- Before, during or after a turn,
- Throughout the race or throughout a certain distance of a race,
- At or after a certain point in a race,
- During a length in a relay or a section of a medley,
- Before or at the finish.

3.5 Medley Infractions

Infractions during a medley can be conveyed in one of two ways:

- Expression of the form stroke infraction during the specific section of a race. For example, a backstroke turn violation during a 400 metre individual medley in a long course pool:
 - “Swimmer off the back after leaving the wall at the 50 metre turn in the backstroke section”
- Expression of the form stroke infraction at the particular point in the race. For the same example of a backstroke turn violation during a 400 metre individual medley in a long course pool:
 - “Swimmer off the back after leaving the wall at the 150 metre turn”

4. Accuracy

A challenge for a Referee can be the balance between a perfectly articulated infraction report and an infraction report that sufficiently describes an infraction.

There can also be more than one way of expressing an infraction.

Being pedantic with infraction reporting can be a source of conflict between Technical Officials. For example:

- Between a Judge of Strokes and a Referee, or
- Between an Inspector of Turns and a Chief Inspector of Turns.

Where an infraction report articulates the key elements of the infraction, it should be accepted by the Referee.

For example:

“The Swimmer executed a single arm pull off the back that did not initiate the 50 metre turn”.

Compared with:

“The single arm pull off the back did not execute the 50 metre turn”.

5. Protocols

Protocols are a set of guidelines or rules that help deliver a consistent standard of behaviour and outcome. A professional appearance at a swim meet depends on the following factors:

- Appearance – neat dress,
- Attitude – body language can be observed by the coaches, spectators and swimmers, so smiling and good posture is important,
- Consistency / uniformity of movement,
- Being in position and appearing to focus on the job at hand,
- Attitude can manifest itself in language and posture. Officials choosing a positive attitude will inspire confidence in fellow Officials, coaches, spectators and swimmers.

The Referee may alter the standard protocol to meet the specific needs of a competition. For example, if there are insufficient Officials available, individual duties and protocols may need to be adjusted.

The Meet Director may also alter protocols to meet the needs of the competition, such as when a meet is televised.

The general protocols for Infraction Reporting at SNSW meets are:

1. Verbally report any infraction:
 - a. Immediately it is observed,
 - b. Reporting Official to articulate the infraction clearly and concisely, preferably expressed in terms of the Rule that has been infringed,
 - c. The receiving Official should question the infraction to confirm their understanding of the infraction and resolve any ambiguity or doubt. Any doubt must be resolved in favour of the swimmer,
 - d. Discussion should not be prolonged and with neutral body language,
 - e. The event, heat and lane number should be exchanged in the discussion.
2. Starters should immediately advise the Referee after the start of any infraction, and avoid any prolonged discussion on the infraction.
3. Inspectors of Turns report to the Chief Inspector of Turns, generally located on the opposite side of the pool to the Referee, and in a location that is clearly visible to the Referee:
 - a. This will allow the Referee at the end of the race to look around the pool and note if the Chief Inspectors of Turns are or are not in position. The Referee knows that if either Chief is not in position there is a report pending,
 - b. Inspectors of Turns should look at and if necessary gesture to the Chief Inspector of Turns immediately the infraction is observed. Often the Referee can be aware of a pending report by observation of either this interaction or the Chief Inspector of Turns moving from their position to receive a report,
 - c. If the Inspector of Turns can not get the attention of the Chief, they should move to the Chief Inspector of Turns to report the infraction,

4. Judges of Strokes should immediately move to the Referee to report an infraction once it is observed. Judges of Strokes on the same side of the pool need to work as a team to ensure that both do not move to report the same infraction at the same time, and that swimmers are still being observed whilst an infraction is being reported,
5. Where Automatic Officiating Equipment (AOE) is being used to judge relay change-overs, the Referee should check with the AOE Supervisor after each completed set of change-overs for any infractions,
6. Referees should:
 - a. Clearly and concisely question any reporting Official of an infraction and if not 100% sure that an infraction has occurred, reject the report,
 - b. Cause the Chief Recorder to be notified immediately of any decision to disqualify a swimmer,
 - c. Not discuss infractions on pool deck,
 - d. Ensure that written reports are provided to the Chief Recorder in a timely manner.

6. Handy Hints

Reporting Officials may consider:

- Articulating the observed infraction in terms of the Rule being infringed when providing the initial verbal report,
- Advise the event, heat and lane number when providing the initial verbal report,
- If the receiving Official reflects what they understand to be the Rule being infringed, observe any clues for how to write the report,
- Once a report has been accepted, seek to confirm how to write up the report by articulating the intended wording of the infraction,
- Use the few seconds between observing the infraction and reporting the infraction to relax and prepare to articulate the infraction.

Receiving Officials may consider

- Reflecting to the reporting Official the Rule being infringed during the verbal report,
- Confirm with the Official the event, heat and lane number at the time of the initial verbal report,
- Question the Official on any key component of a report to test the validity of the infraction,
- Once a report has been accepted, pass on any guidance for how the infraction should be written,
- Use what few seconds are available to prepare for providing any guidance for how to write the report.

7. Summary

- Know the Swimming Rules,
- Be current with the latest version of the Swimming Rules,
- Articulate the key element of the infraction and where the infraction occurred,
- Familiarise yourself with the format of the applicable infraction report,
- Practise infraction report writing with a mentor.

8. Appendix One - NSW Infraction Report

 swimming new south wales					
INFRACTION REPORT					
Event No	Heat		Men		Women
m.	Free	Back	Breast	Fly	Medley
Announcement Time					
LANE	INFRACTION				
0					
1					
2					
3					
4					
5					
6					
7					
8					
9					
STARTER					
INSPECTOR OF TURNS					
JUDGE OF STROKES					
REFEREE					

9. Appendix Two - Swimming NSW Quick Reference Rule Infraction Card

SNSW has developed a 'Quick Reference Rule Infraction Card' to assist Technical Officials to write accurate infraction reports. It is not a substitute to a thorough understanding and knowledge of the Rules of swimming.

It is strongly recommended that Officials:

- Review the Rules prior to any swim meet,
- Periodically undertake a thorough review of the Rules for any changes or updates to the Rules,
- Practice writing infractions themselves to develop the skill to accurately write infractions without reference to the 'rule infraction card'.

Officials are required to promptly report an infraction to the Referee. When writing an accurate infraction report a Technical Official needs to consider the element or the key points of the Rule. The infraction report would state **what** the Swimmer did to break the Rule and **where** it happened. For example, after a breaststroke turn "Swimmer executed more than one butterfly kick after the 50 metre turn".

Swimming NSW Quick Reference Rule Infraction Card	
START	
Intentionally delaying the start	SW 2.3.2
Wilful disobedience	SW 2.3.2
Misconduct at the start	SW 2.3.2
Started before the starting signal	SW 4.3
Bending the toes over the lip of the gutter in backstroke	SW 6.1
Standing in or on the gutter in backstroke	SW 6.1
FREESTYLE	
Did not touch the wall at the completion of each length and at the finish	SW 5.2
Head did not break the surface at or before 15 metres after the start or turn	SW 5.3
Did not break the surface of the water throughout the race (except for not more than fifteen 15 metres after the start and each turn)	SW 5.3
BACKSTROKE	
Left the position on the back other than to execute a turning action	SW 6.3/6.5
Did not break the surface of the water throughout the race	SW 6.4
Head did not break the surface of the water at or before 15 metres after the start or turn	SW 6.4
Completely submerged at the finish	SW 6.4
Arm pull whilst off the back did not initiate the turn	SW 6.5
Executed more than one arm pull whilst off the back to initiate the turn.	SW 6.5
Did not execute the turn immediately after turning onto the breast	SW 6.5
Did not touch the wall during the turn	SW 6.5
Not on the back upon leaving the wall	SW 6.5
Did not touch the wall while on the back in his/her respective lane at the finish	SW 6.6

BUTTERFLY	
Body not on the breast (except when executing a turn)	SW 8.1
Not on the breast upon leaving the wall	SW 8.1
Arms not brought forward simultaneously over the water	SW 8.2
Arms not brought backward simultaneously under the water throughout the race	SW 8.2
Movement of the legs and feet not simultaneous	SW 8.3
Alternating movement of legs or feet	SW 8.3
Executed breaststroke kick	SW 8.3
Did not touch the wall with both hands separated and simultaneously at the turn/finish	SW 8.4
Head did not break the surface at or before 15 metres after the start and each turn	SW 8.5
Completely submerged (except for not more than 15 metres after the start and each turn)	SW 8.5
BREASTSTROKE	
Executed more than one butterfly kick after the start/turn	SW 7.1
Body not on the breast (except when executing a turn)	SW 7.2
Incorrect stroke cycle (not one arm stroke followed by one leg kick, in that order)	SW 7.2
Arm movements not simultaneous (or alternating movement)	SW 7.2
Arm movements not on the same horizontal plane	SW 7.2
Hands not pushed forward together from the breast	SW 7.3
Hands brought back beyond the hip line (except during the first stroke after the start and each turn)	SW 7.3
Elbows not under the water except for the final stroke before the turn, during the turn and for the final stroke at the finish	SW 7.3
Head did not break surface of the water during each complete stroke cycle (except first cycle after start and turn)	SW 7.4
Leg movements not simultaneous (or alternating movement)	SW 7.4
Leg movements not on the same horizontal plane	SW 7.4
Head did not break the surface of the water before the hands turned inward at the widest part of the second stroke after start or turn	SW 7.4
Feet not turned outwards during the propulsive part of the kick	SW 7.5
Executed a downward butterfly kick (except after the start and after the turn as in SW 7.1)	SW 7.5
Alternating kick	SW 7.5
Did not touch the wall with both hands separated and simultaneously at the turn/finish	SW 7.6
MEDLEY	
Butterfly /Backstroke/ Breaststroke swum in freestyle section of the medley	SW 5.1
Incorrect Individual Medley stroke order	SW 9.1
Incorrect Medley Relay stroke order	SW 9.2
Finish of each section not in accordance with the rules for the particular stroke (refer individual sections for the rules for that particular stroke)	SW 9.3

THE RACE	
Did not cover the whole distance of the race	SW 10.1
Did not remain and finish in the same lane as started	SW 10.2
Did not make physical contact with the end of the pool when executing the turn	SW 10.3
Took a stride or step from the bottom of the pool.	SW 10.3
The swimmer walked along the bottom of the pool	SW 10.4
Pulled on the lane rope	SW 10.5
Obstructed another swimmer by swimming across another lane or otherwise interfering	SW 10.6
Used or wore a speed/buoyancy/endurance aid	SW 10.7
Tape on the body is not approved by the Referee	SW 10.7
The swimmer not entered in a race entered the water in which an event is being conducted before all swimmers therein had completed the race	SW 10.8
Mixed relay did not consist of 2 males and 2 females	SW 10.9
Swimmer # feet lost touch with starting platform before preceding team-mate touched the wall	SW 10.10
Team member entered the water before all swimmers of all teams have finished the race	SW 10.11
Team member swam more than once in the relay team	SW 10.12
Relay team did not swim in the order listed	SW 10.12
Swimmer did not leave the pool at the end of their section of the relay	SW 10.13
Obstructed a swimmer who has not yet finished their race	SW 10.13
The swimmer used pace-making	SW 10.15
Leaving the water at the finishing point prior to being instructed by the Referee	SW 10.16