

## **Hints for Writing Referees and IoTs Rosters**

- Best to write the roster when a draft program has been put on the State homepage
- List the event number in the first column on the left hand side
- List what the event is in the second column
- List the names of the Referees followed by the IoTs across the top row (you may need to use landscape view instead of portrait).
- Write in where the Referees and IoTs are swimming
- As Meet Referee try to roster yourself off as much as possible
- Roster must be reader friendly

### **Things to take into account:**

- Freestyle only needs 2 Referees
  - one in position 1
  - one in position 3
  - Why referees? Because if you put an IoT in position 3 they can only DQ turns, starts and finishes. Therefore it leaves one referee to watch the whole pool plus starts, turns and finishes at the starting end of the pool. As we know swimmers swim different times in the same heat. Very difficult to watch everything.
  - Look at the time each event will take and with some events you can leave referees and IoTs in the same position for 2 to 3 events (30 to 45 minutes as a guide).
  - Ideally try to roster off those who are swimming before and after their swim events. Doesn't always work, so check in the program to see whether they are swimming at the beginning or the end of their events. If they are at the beginning, roster them off before and if they are at the end, roster them off after. If they are in the middle you get to choose before or after.
- Now start filling in the roster by placing position numbers under each name
  - Make sure everyone is the Event Referee at least once
  - Count up the number of times each person is rostered on (when I do the count I include the swims for those who are swimming eg: Jill is rostered on for 10 events and Mary is rostered on for 7 events and swims in 3 events this equals 10 events in total)
  - You can give the younger Referees and IoTs a little more work they seem to last longer
  - Print enough copies for everyone including the Starter
  - It is not necessary to email them out before the day

**Positions 1 and 3 only may be used for Individual Freestyle events provided no swimmer has nominated to be refereed for another stroke.**

Event		Jill	Mary	Mervyn	Ned	Grant	Carol Meet Ref	Peter IoT	Gwen IoT
1	200 Free	1	swim	3	rest	rest	swim	swim	rest
2	50 Fly	3	2	1	rest	swim	4	IoT turn end	swim

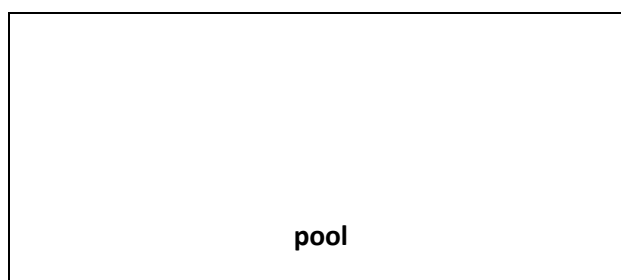
### *Hints for Writing Referees and IoTs Rosters*

3	50 Back	4	2	3	swim	1	rest	IoT turn end	IoT turn end
4A	100 I/M	2	3	swim	1	4	rest	IoT turn end	swim
4B	100 Free	rest	rest	1	swim	3	swim	swim	rest
5	50 Breast	1	swim	3	swim	4	swim	IoT turn end	IoT turn end
6	50 Free	3	rest	swim	rest	swim	1	swim	swim
7A	Mixed 4 x 50 Freestyle	4	1	2	swim	rest	3	swim	IoT turn end
7B	Men's 4 x 50 Freestyle	4	1	2	3	swim	rest	IoT turn end	rest
7C	Women's 4 x 50 Freestyle	4	swim	2	3	rest	1	IoT turn end	swim

4 IoT/JoS

6

3 JoS/IoT



1 Event Referee

5

2 JoS/IoT

Starter