High School Timer’s Briefing
Timers Meeting: 15 minutes before meet starts.

TIMERS
1. One, two or three timers per lane, depending on circumstances.
2. **Always start your stopwatch whether there is a swimmer in your lane or not.**
3. One timer will have a stopwatch & electronic push button
4. Head lane timer should have a clipboard and pencil/pen.

IF YOU HAVE A STOPWATCH
1. **Start watch on the strobe light.**
   - A. If you can’t see the strobe, move. Still can’t see the strobe have it moved.
2. Stop the stopwatch when any part of the swimmer touches the wall or pad at the finish. Please pay attention and make sure you can **see the finish.**
3. Clear stopwatch after time is recorded.
4. Check the stopwatch after start, be sure it is running.
5. **If stopwatch malfunctions, wasn’t started properly, or stops prematurely immediately notify/signal Chief Timer/back-up timer by raising one hand high, and look for Chief Timer. Switch stopwatches w/them.**

IF YOU HAVE AN ELECTRONIC PUSH BUTTON PLUNGER
1. **Do NOT push the button at the start.**
2. Push button when any part of the swimmer touches the wall or pad at finish.
3. Keep the buttons out of the way of the swimmers; don’t let them trip on ‘em.

HEAD LANE TIMER
1. Determines that the correct swimmer is in the lane (Ask swimmer’s name!).
   - (Verify/check swimmer’s name, event, heat, and lane is correct)
2. Determines that relay swimmers swim in the order listed on the relay cards.
3. Records all stopwatch times.
4. Informs Chief Timer if a swimmer delays touching or misses touching the pad.

GENERAL
1. At the finish, stand directly at the edge of the pool. View the swimmer’s finish.
   - (You may get wet; sorry. Watch for underwater touches.)
2. Push both stopwatch and electronic buttons with index finger if possible.
   - (Do not make exaggerated motions, just push the button/s at the right time.)
3. Keep careful count of lengths, keep track of distance completed, for any event 200 yards or longer.
4. Please brief your replacement as best you can.
   - (Be sure they talk to the Chief Timer if they have any questions.)
5. If you need a break, please raise your hand and we’ll get you one.
6. **Individual Events/Over head starts: Swimmers stay in the water until the next heat/event has been started.** (Exception: of the backstroke)
7. **Relays: Encourage all swimmers to exit the water promptly.**