



# TECHNICAL OFFICIALS EDUCATION PROGRAM

## SWMTOFF03 UNIT 3- CHECK STARTER

### LEARNER GUIDE

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Australian Sports Commission



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# About this Learner Guide

This Learner Guide has been developed by Swimming Australia Ltd (SAL) to support candidates undertaking **Unit 3 – Check Starter** within the SAL **Technical Officiating Accreditation Program**. This Learner Guide is designed to be used in conjunction with face-to-face training and extensive workplace supervision.

*SAL would like to thank Swimming Queensland and McLaughlin Sports Consultancy for their work in the development of this resource.*

This resource corresponds to the following Units of Competency within the Technical Officials Accreditation Program:

<b>SWMTOFF03</b>
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## What is a Competency?

A competency can be defined as “the application of specific knowledge and skill to a required standard of performance in a given situation” (ASC RIA Manual, 2000, p27).

A competency can include a number of aspects of performance, such as:

- Applied Skills (e.g. being able to demonstrate specific skills)
- Management Skills (i.e. being able to prepare, plan and organise)
- Contingency Management Skills (i.e. being able to fix problems as they arise)
- Inter-personal Skills (i.e. being able to deal effectively with others)

Usually all four of these areas are considered.

## What is Competency Based Assessment?

- **Criterion Based**

Candidates are assessed against a set of specific performance criteria or benchmarks, NOT against each other.

- **Evidence Based**

Decisions, about whether a person is competent or not, are based upon evidence provided by the candidate.

- **Participatory Processes are used**

The candidate is involved in planning and arranging assessment processes wherever possible. They have some input to assist them to achieve competency.

## How Do I Use this Learner Guide?

The Learner Guide provides you with the information and activities that will enable you to develop competency, within the aforementioned unit of competency.

You can develop competency in these units through a combination of methods, including:

- Reading the material in this Learner Guide.
- Asking questions about anything you don't understand.
- Observing others in a workplace.
- Practicing the skills you are learning in PRACTICAL SITUATIONS.
- Completing the activities in this Learner Guide.
- Completing the assessment activities to demonstrate your skills and knowledge.

Case studies and examples are used throughout this Learner Guide to clarify your understanding.

## What Resources Do I Need?

The main resource you will need to complete the learning for this program is this Learner Guide. You will also need a copy of the current FINA / SAL Swimming Rules and access to swimming events where you can be practically assessed as a Check Starter and / or Marshal.

## What if I Already Have the Skills?

You may already have some or all of the skills or knowledge required for this unit of competency. If this is the case, you may not have to undertake additional training in these areas.

You can ask your State Swimming Association for an initial assessment of your **current competence** to determine what skills you have and whether you need additional training. If you would like to attempt to gain formal recognition of your existing skills, you will be required to complete a detailed Recognition of Current Competency (RCC) application form that will allow an assessor to review your skills against the specific requirements for this course. **Discuss this process with your State Swimming Association.**

## What about Assessment?

**When you complete the assessment within this Learner Guide and are assessed as competent by your assessor in a PRACTICAL OFFICIATING ENVIRONMENT, you will be eligible to receive a certificate from SAL.**

**To undertake assessment for this program, you will need to complete the assessment tasks found at the end of the Learner Guide.** Wherever possible, you will be assessed at a swim meet to ensure relevance of the process.

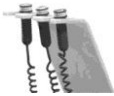
The assessment process is what is known as **integrated assessment**. This means that several elements / performance criteria are grouped together and assessed at the same time using one assessment task.

The assessment activities are found in the final section within the Learner Guide and can be identified by the icon below.



### Official Assessment

The Learner Guide also includes a series of specifically designed learning **activities**, which will allow you to practice your new skills prior to assessment. ***These activities must be completed*** and will be represented by the logo below.



### Activity

#### How Do I Start?

You can undertake the activities in the Learner Guide at your own pace, or under the supervision of your trainer / mentor.

You are ready to start.

## SWMTOFF03 (UNIT 3):

### Check Starter

This unit outlines a range of general skills that are required by Check Starter officials. The elements within this unit are:

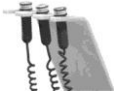
- **Preparation**
- **Roles of the Check-Starter**

#### Preparation

The roles of the Check Starter are very important in ensuring a smooth transition for competitors, prior to each event. An effective and well organised Check Starter can assist the swimmers, the starter, the referee and the marshal. As with all officiating positions in the sport of swimming, a key to operating successfully as a Check Starter is that you are well prepared to carry out your duties.

**Some of the steps that you will need to take in preparing for your role include:**

- Arrive at **venue** at least 30 mins prior to start of meet.
- Report to the Referee to receive any instruction and an event program.
- Have all **equipment** required to complete task (pen, clip-board and race sheets).
- Ensure that the marshalling area is suitable to the needs of the event and reported any issues to the Referee.
- Meet with other Officials with whom they will be working and make themselves conversant with the Pool-deck area.



### ACTIVITY 3.1

For each of the 5 preparatory steps listed above, list one possible negative consequence that may occur if they are not undertaken.

- 1.
- 2.
- 3.
- 4.
- 5.

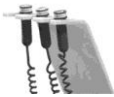
#### Role of the Check- Starter

The duties of the Check Starter are many and varied, yet the following are a good guide for you.

1. Obtain competitor list and/or Race Sheets from the Marshals (Clerks of Course). Make sure all of the competitors are marked present or absent.
2. Ensure that the competitors are correct for the next race by checking event and names against the program or amended race sheet.
3. Inform the competitors of their lane numbers.



4. Ensure that all competitors are properly attired, wearing only normal swimming attire or tracksuits when being introduced prior to the start of a race.
5. Instruct the competitors when to move onto the pool deck.
6. Prior to the commencement of a race, position each competitor behind their correct starting block.
7. If the swimmers are to be introduced by the Announcer prior to the race, ensure that the competitors remain in position until all have been introduced.
8. Indicate to the Referee that all is in readiness for the start by standing at attention and facing the Referee behind the competitor who is the greatest distance from the Referee.
9. In the event of a false start, again, check that each competitor is standing behind his/her correct block, and when satisfied that all is in readiness for the restart, signal the Referee in the manner set out in (8) above.



### ACTIVITY 3.2

**For each of the 9 roles and responsibilities listed above, list one possible negative consequence that may occur if they are not undertaken effectively by the Check Starter.**

1.

2.

3.

4.

5.

6.

7.

8.

9.



## ASSESSMENT

### Task 1:

**You are required to answer the questions below. To be deemed competent, you are required to successfully answer ALL questions. If this does not occur on your first attempt, you will be given the opportunity to gain assistance from your assessor / mentor and then be re-assessed.**

1. At what time before a swim meet commences should an Official Check Starter report, and to whom?
  
  
  
  
  
  
  
  
  
  
2. What equipment is required by a Check Starter?
  
  
  
  
  
  
  
  
  
  
3. How does the Check Starter indicate to the Referee that all is in readiness for the start of the race?

In the event of a false start what are the responsibilities of the Check Starter?

4. If a swimmer in a handicap event starts before his / her allotted time, can the Check Starter disqualify that swimmer? If not who does disqualify the swimmer?

**Task 2:**

You are required to be assessed performing the duties of Check Starter, in a full session of a practical Swim Meet, by your assessor. This will give you the opportunity to provide evidence of your competence in a swimming specific environment (on the job).

### ASSESSMENT TOOL – UNIT 3 (CHECK STARTER)

Element / Performance Criteria <b>CHECK STARTER</b>	Displayed Competency		Comments <b>Must be completed if marked NO</b>
	YES	NO	
<b>1. Preparation</b>			
1.1 Arrived at venue at least 30mins prior to start of meet.			
1.2 Reported to the Referee to receive any instruction.			
1.3 Had all equipment required to complete task.			
1.4 Ensured that the marshalling area was suitable to the needs of the event and reported any concerns to the referee.			
<b>2. Performance of Task</b>			
2.1 Worked closely with the Marshal to ensure that all swimmers were ready for each event.			
2.2 Moved the swimmers from the marshalling area quickly to an appropriate waiting area.			
2.3 Ensured that all swimmers were in attendance as per the Marshal's markings on the race sheets.			
2.4 Read the names (Given Name) of swimmers in a voice that could be heard clearly by swimmers but without yelling.			
2.5 Took all reasonable steps to ensure the correct pronunciation of competitor's names.			
2.6 Passed on any instructions/requirements from the Referee to all swimmers.			
2.7 Checked all swimmers clothing and bodies to ensure that any advertising is in accordance with the rules.			
2.8 Moved the swimmers quickly to the pool deck as per the instructions of the Referee.			
2.9 Ensured that all swimmers were behind their correct starting position.			
2.10 Indicated clearly to the Referee that all swimmers who are competing in that race were in attendance.			
2.11 Did not initiate conversation or engage swimmers in unnecessary conversation or banter or request autographs.			
2.12 Maintained an even disposition at all times.			
2.13 Treated all competitors equally and fairly.			
2.14 Focused entirely and exclusively on the task assigned without engaging in any distracting activities			
<b>3. Decision Making</b>			
All issues regarding possible breaches of the rules were reported immediately to the Referee			

5. Infraction Reports			
5.1 Verbal reports were given to the Referee prior to the completion of the relevant race			
6. General Competencies			
6.1 Has attended a Swimming rules seminar within the past 4 years			
6.2 Was dressed appropriately for the task – where sponsor clothing was available it was worn			
6.3 Was courteous to all swimmers, coaches, parents, spectators and other officials at all times			
6.4 Possesses state specific accreditation in relation to child protection legislation			

**Assessment Decision:**

Competent

Not Yet Competent

Name of Candidate: \_\_\_\_\_

Candidate's Mobile: \_\_\_\_\_

Candidate's Email: \_\_\_\_\_

Candidate's Club name: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

Name of Assessor: \_\_\_\_\_

Assessor Signature: \_\_\_\_\_

**Future Training / Assessment Recommendations:**

