

Meet Marshal Training List		
	Prelims	Finals
Trainer Name/Position:	Volunteer Coordinator	Volunteer Coordinator
Training Location:	Volunteer Table	Volunteer Table
Training Time:	6:45 am	75 mps (minutes prior to start)
Volunteer Check-in?	Yes	Yes

### Training Agenda:

1. **Keep swimmers, volunteers, and non-athlete members safe:** You have an active role in keeping the swimmers at this meet safe. You are not on deck to be a parent, a fan or a coach. Be vigilant in keeping your assigned area safe for all athletes, volunteers and non-athlete members of USA Swimming.
2. **Reminders not enforcers:** Be polite but firm.
  - If you see a problem, you should Inform the individual of the policy and request them to stop.
  - If bullying, stop the behavior immediately.
  - If a team issue, contact the coach.
  - If athlete disregards reminders, contact coach.
3. **Involving the Deck Ref:** Report anyone who refuses to follow your instructions to the Deck Referee for further action. It now becomes their problem to deal with.
4. **Blood or vomit:** Notify lifeguards and stay in the area until it is addressed. First aid area: north side of pool.
5. **Spectator areas:** Periodically walk through stands monitoring that there is enough space for individuals to be able to get by. Make sure no areas are blocked by chairs. No smoking.
6. **Camera use:** Watch for inappropriate camera use in locker rooms & in or around the venue. No cameras (including cell phone cameras) or other recording devices are allowed behind the blocks at any time.
7. **Swimmers behave in a safe manner:** No running or horseplay.
8. **No Deck or Athlete Village access to non credentialed individuals:**
  - Wristband Plan: Everyone must have color of the day or pink wristband.
  - Only registered coaches, officials, swimmers and meet volunteers are allowed on deck or in the athlete village. If you see someone who does not appear to belong on deck, ask that person to leave.
9. **Bathrooms:** Make periodic and timely rounds of the bathrooms to deal with unsafe or rowdy behavior or situations. Get someone from the opposite sex to check the bathroom for you. Bathrooms are shared with the public. Report immediately any unsafe activity towards an athlete. Stay in the bathroom and alert for help via radio. Stop any shaving or use of cameras.
10. **Diving Tank:**
  - Lifeguards are watching the pool.
  - Check that swimmers are using USA Swimming Warmup/Warmdown procedures:
  - No diving: enter feet first at the starting end only. Swimmers should NOT be entering from the opposite end or sides of the pool during warm-ups. Notify meet director if warm-up area becomes too crowded.
  - No talking: need to keep moving.

**11. Good sportsmanship is expected at all times.**

- Bullying or taunting is prohibited at all times on deck. Bullying is defined as any severe word, act or gesture directed at someone that a reasonable person believes has the effect of causing harm, the fear of harm or a hostile environment. Taunting is defined as expressing contempt or ridicule.

Inform the Meet Director or Meet Referee and let them handle the situation.

**12. Deck Changing is prohibited.**

**13. Parking Lots:** Need a presence in the parking lot since the last meets have had thefts. South Event Parking Lot AND Oval Parking Lot.

**14. Gate Guards:** Prevent non-credentialed individuals from entering the pool deck area or athlete village. Only pink wristbanded meet workers and coaches in the area, except hospitality workers. NO ONE ELSE.

**15. Evacuation:** What to do in case of evacuation (credentialed gate: close gate & head for cover as directed. East Athlete Village gate: put caution tape across entrance and head for cover as directed.)

**16. Meet Marshal Positions:** Rotate every 30 minutes. Head Meet Marshal initiates the rotation and ensures positions are covered.

- Position 1: Gate Guard Oval Entrance
- Position 2: Athlete Village, Dive Tank, Parking Lots, and Outdoor bathrooms Rover
- Position 3: Gate Guard Athlete Village Entrance
- Position 4: Competition Pool, Spectator Area Inside Competition Area, Spectator Area Outside Competition Pool (Area in Green), and Indoor Bathrooms Rover
- Position 5: Gate Guard West End Deck
- Position 6: Rest

**17. Finals: Competition Pool Area Rover covers competition pool only**