



Policies and Procedures

Subject: Club and Meet Safety	Document Number: 401	Effective Date: 10/16/2023
	Version Number: 002	Last Revision: 06/30/2025

1. CLUB SAFETY

- a. RESPONSIBILITY – Safety is the responsibility of every member of each NJSI Group Member.
 - i. Each NJSI Member Club shall be responsible for implementing and monitoring its own safety program which shall be structured in a manner consistent with the goals, guidelines and restrictions provided by USA Swimming and its insurance carriers.

2. COACHES – NJSI Club Coaches Shall:

- a. Supervise all practices.
- b. Supervise all warm-ups at swim meets.
- c. Maintain current certifications in all safety courses required by USA Swimming.

3. REPORTS OF OCCURANCES – Any occurrence including, but not limited to, any accident or incident involving a member athlete, a member non-athlete, a guest, spectator, tenant, other entities, or property shall be reported promptly to the proper authorities through the submission of a Report of Occurrence.

- a. The filing of Reports of Occurrence shall be the responsibility of LSC coaches and club officials.
- b. Reports shall be made through USA Swimming Website.

4. MEET SAFETY – The following shall apply to all NJSI sanctioned meets:

- a. The Meet Director shall have the authority and responsibility to enforce safety on the deck and all venue areas.
 - i. Meet marshals shall be assigned and assist the Meet Director in this task.
 - ii. Further authority of Marshals is found in the USA Swimming Rule Book.
- b. The Meet Referee/Meet Director may adjust the program due to any situation, such as weather, that may put safety at risk.
- c. Safety will be enforced from the time the pool facility opens (includes all venue areas) until it closes. The Meet Referee/Meet Director and assistants must ensure that this takes place.
- d. The Meet Director shall insure that enough Marshals are present to meet the needs of the facility and crowd/swimmers expected.
- e. Penalties for a safety violation may range from verbal warnings to the offender, scratching a swimmer from his/her next event, and/or scratching a swimmer from an entire day's events, or from the meet.
 - i. Other offenders may be asked to leave the pool deck area.
 - ii. The severity of the safety violation will dictate the action taken by the Meet Referee/Meet Director.

f. EQUIPMENT USE DURING WARM-UP

- i. No equipment (e.g. fins, paddles, kickboards, snorkels) is permitted in the **main warm-up pool** during designated general warm-up times.
- ii. Equipment may be used **only after** the general warm-up, and only in **designated areas** identified by meet management. Designated areas must be locations where **no timing equipment** is in the water.
- iii. If the warm-up session is determined to be overcrowded by the Safety Coordinator or Safety Marshal, the use of equipment will be prohibited.
- iv. Coaches must always supervise with a direct line of sight to all activity.

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
001	10/16/2023	Restructure of P&P / Whole Document	E. Harse	BOD	NJS-0001
002	06/30/2025	Addition of NJSI Warm up policy	N. Cicalo-DeCaro	HOD	NJS-0003