

Reminders for officials Table Track Clerk

-Location is behind 100m start line

-Do not check any athlete in until the call for the event is made (20min 1st call-10min final call - 5min verbal in the event area by marshall or clerk)

-On their arrival, ask the athlete to show you their bib number, which must be pinned to their chest
(Relay team members may or may not all have bib numbers since they may not be in individual events and that is fine)

-If it is an individual event and they have no bib they must go to registration table in the gray shack to obtain it or if it is lost, they must pay a \$5 cash replacement fee

-Check the athlete in with a small check on your sheet so you know who has arrived.

-If the race is...

- a laned semi-final or timed final (hurdles, 100m, 200m, 400m) then tell the athlete their heat and lane

- a relay (4x100m/4x400m) then all 4 members must check in at the same time

- a one heat timed final where athletes do not finish in lanes (800m, 1500m, 3000m and the last runner in 4x400m) you must distribute lane identifier numbers.

 - in the 4x400m give a lane number to the 4th runner that matches their starting lane 1-8

 - in the 800m, 1500m and 3000m all athletes get a number that matches their lane/position number 1-16.

- lane numbers go on upper left side to middle of the chest (can avoid school logo if they want)

- once this is done, turn them over to the waiting area chairs to be taken to start line by start line track marshall

-Alternate athletes are listed on the clerk sheets. Our practice is that 5 minutes after the second call has been made on the PA, we do one last call in the clerking/marshaling area for missing athletes. If there are still athletes missing 5 minutes after the second call and no one identifies immediately at this verbal call, this verbal final call was their last chance. If no one immediately responds to the final call at this point you should verbally call for alternates or put in the alternate who notified their intention during the other 2 calls. The first alternate to go in is the alternate from the region of the no-show. If that athlete is not available or has already filled in for another no-show from that region, we will offer additional spots to other alternates from other regions based on their performance listed. We will allow in as many athletes as can fill the lanes up to 16 in 2 heats or 24 in 3 heats.

A list of schools and regions is provided and note alternates are listed on the bottom of the event listing.

Most importantly, notify the start line track clerk and radio /text the information to the finish line clerk and the meet results manager prior to the race.

Reminders for officials Start Line Track Clerk

- Location is near start line of the 100m
- Athletes will check in with table clerk and then be turned over to you after final call
- Table clerk will also ensure all athletes are wearing bib numbers and also if used, the lane numbers for 800m, 1500m, 3000m and last athlete for 4x400m on chest above bib number
- Relay team members may or may not all have bib numbers since they may not be in individual events and that is fine
- For individual heated races, walk both heats to the start line for that race leaving the second heat in the “pen” and put the 1st heat in their lanes and then turn them over to the starters. For relays send the next group as soon as the previous race has gone past
- For non-heated one heat finals assist the starters by putting the athletes on the start line in the order on the sheets remembering to use waterfall for 800m with 2 to a lane and curved start for 1500m and 3000m
- For relays, turn 4th runners over to relay zone officials in front of the clerk tent as soon as the previous relay is over and send 1st and 2nd runners up the track to go to blocks and to zone 1. Send 3rd runners to zone 2 relay officials counter to track direction
- Keep an eye on start times as per schedule

Most importantly ensure that the person operating Meet manager gets any changes /additions well before the start of the race

Reminders for officials *Finish Line track clerk*

- Contact track clerk/track desk clerk who will inform you of any changes to athletes in any event
- Notify Meet Manager computer operator and or finish lynx operator of changes before the race if possible if they don't already have them
- Following any heated race, bring the athletes back to the finish line, have them face the camera/tent and check names or bib numbers to ensure everyone is in the correct lane.
- In non-laned races be a backup getting the numbers and order of finish in case the bib numbers are obscured in close calls
- Help ensure the finish line is clear at all times
- Check that the finish line is ready for the next race and notify the start line we are ready by whistle

Reminders for officials Throws

- Plan on picking up equipment 30 minutes before your start time so you can arrive at your event area 20 minutes before it begins
- Obtain all equipment (implements, rags, clipboards, pens/pencils, marking stake, tape measure, brooms)
- Double check weights/masses with SSNS rules
- Obtain event sheets for your event from the finish line white tent (bring them back immediately after your event for results posting)
- Please ensure your circle/runway is clean, dry and safe. Check netting at discus and toe board at shot put. Also ensure check lines for leaving your area are clear.
- Please ensure the zero point of the tape is in the landing sector. Ensure that when measuring the tape is pulled through the center point of the circle or the checkpoint on the javelin runway.
- Please ensure that an adult is using a stake or other marking device to indicate the mark of the implement in the field or in a pit
- Calls will be made 20 minutes and 10 minutes before your event over the PA. You are the final call 5 minutes before the event in your event area. At 5 minutes to event time, if a qualified athlete has not arrived make one final verbal call for your event. If you get no immediate response you may now allow the alternate athlete from their region into the event. If the alternate from the region of the no-show is not available or has already filled in from an additional no-show from their region, alternates from other regions can be put in based on our priority of their performance at the regional meet, which is on the Meet program on the bottom of your clipboard
- All field events will allow a 20 minute unstructured warm up period beginning 20 minutes before the event. Athletes who would like to get marks, use the runway or make warm up attempts may do so supervised by the officials on site at the event while the head official checks in athletes. At the end of the 20 minute round one will begin. There is no "practice throw" as these are completed in an unstructured way during the 20 minute warm up time.
- When you have any concern at all, call a 10-minute stop to the event and discuss with your head field official and eventually if needed, the technical meet director

Rules reminders

- All athletes get three throws. Top 8 athletes after three throws get an additional three throws. Best of the six (or three) throws counts for placing. Supported athletes and para athletes get 3 attempts only with no additional rounds
- Ties are always broken by next best throw
- In the first three rounds, please follow the order on the sheet unless an athlete needs to leave to attend a track event. You may then move the athlete up or down the order to accommodate but once a round is over, an athlete loses the attempt for that round. Please do not be "nice" and allow additional throws.
- After 3 trials determine your top 8 and reorder the throwing order so you throw 8th through 1st. This order remains for round 4 through 6 (does not change with new positions after round 4 or 5)
- Athletes must compete with their bib number on their chest (except for vertical jumps where the athlete may choose back or front)
- Once checked in, athletes may not use headphones or mobile devices and should not receive any coaching inside the area. They can receive coaching from the coaching box at each event area as long as it does not interfere with the event and they do not leave the area (or of course use technology to do so)
- Please help keep all non-competitors out of the competition area and on the outside of the track and monitor the coaching box carefully for non coaches.
- Implements that when landing first touch the sector line or the netting around the cage are considered a fault/failure
- Athletes must exit the throwing area from behind the check lines on the circles/runway or else the trial is considered a fault. A reminder that hats or objects of clothing falling over the line are no longer a fault but clothing connected to the athlete touching the line is a fault.
- Measurements are given as the lower centimeter when the measure is not a whole centimeter
- Measurements are taken from top inside edge of the discus circle rim, shot put toe board and javelin painted line.
- Also a reminder that attempts now have a 1 minute time limit.

Reminders for officials Horizontal Jumps

- Plan on picking up equipment 30 minutes before your start time so you can arrive at your event area 20 minutes before it begins
- Obtain all equipment (clipboards, pens/pencils, marking stake, tape measure, brooms, rakes, shovels)
- Obtain event sheets for your event from the finish line (please bring them back as soon as your event ends for results posting)
- Please ensure your runway and take off boards are clean, clear, dry and safe.
- Please ensure the zero point of the tape is in the landing sector. Ensure that when measuring the tape is pulled on a parallel line to the runway.
- Please ensure that an adult is using a stake or other marking device to indicate the mark of the the closest mark in the sand to the takeoff board
- Calls will be made 20 minutes and 10 minutes before your event over the PA You are the final call 5 minutes before the event in your event area. At 5 minutes to event time if a qualified athlete has not arrived make one final verbal call for your event. If you get no immediate response you may now allow the alternate athlete from their region into the event. If the alternate from the region of the no-show is not available or has already filled an additional no-show space from their region you can now put in alternates from other regions based on a priority of their performance at their regional meet. Alternates are listed in the meet program provided on the bottom of your clipboard
- All field events will allow a 20 minute unstructured warm up period beginning 20 minutes before the event. Athletes who would like to get marks, use the runway or make warm up attempts may do so supervised by the officials on site at the event while the head official checks in athletes. At the end of the 20 minute round one will begin. There is no "practice jump" as these are completed in an unstructured way during the 20 minute warm up time.
- When you have any concern at all, call a 10-minute stop to the event and discuss with your head field official and eventually if needed, the technical meet director

Rules reminders

- All athletes get three jumps. Top 8 athletes after three jumps get an additional three jumps. Best of the six (or three) jumps counts for placing. Supported athletes and para athletes get 3 attempts only with no additional rounds
- Ties are always broken by next best jump
- In the first three rounds, please follow the order on the sheet unless an athlete needs to leave to attend a track event. You may then move the athlete up or down the order to accommodate but once a round is over, an athlete loses the attempt for that round. Please do not be "nice" and accommodate an athlete outside the clear rule
- After 3 trials determine your top 8 and reorder the jumping order so you jump 8th through 1st. This order remains for round 4 through 6
- Once checked in, athletes may not use headphones or mobile devices and should not receive any coaching inside the area. They can receive coaching from the coaching box at each event area as long as it does not interfere with the event and they do not leave the area (or of course use technology to do so)
- Please help keep all non-competitors out of the competition area and on the outside of the track and monitor the coaching box carefully for non coaches.
- Athletes must compete with their bib number on their chest (except for vertical jumps)
- During takeoff it is considered a fault/failure if the athlete contacts the ground anywhere on the pit side of the takeoff board. We all need to be consistent and call faults all the time and not be lenient for any age class or event category. A reminder that hats or objects of clothing that fall over the line are no longer a fault.
- Athletes must exit the landing area/pit from a point inside the landing area/pit in front of their mark. If not, the mark made closest to the board is the athlete's mark.
- The edges of the pit are indicated as being perpendicular lines leading from the takeoff board through the landing area/pit
- Measurements are given as the lower centimeter when the measure is not a whole centimeter
- Also, a reminder that attempts now have a 1 minute time limit.

Reminders for officials Vertical Jumps

-Plan on picking up equipment 30 minutes before your start time so you can arrive at your event area 20 minutes before it begins

-Obtain all equipment (clipboards, pens/pencils, tape measure, brooms)

-Obtain event sheets for your event from the finish line and return them as soon as your event ends for results posting

-Please ensure your take off area is clean, dry and safe.

-Calls will be made 20 minutes and 10 minutes before your event over the PA You are the final call 5 minutes before the event in your event area. At 5 minutes to event time if a qualified athlete has not arrived make one final verbal call for your event. If you get no immediate response you may now allow the alternate athlete from their region into the event. If the alternate from the region of the no-show is not available or has already filled an additional no-show space from their region you can now put in alternates from other regions based on a priority of their performance at their regional meet. Alternates are listed in the meet program provided on the bottom of your clipboard

-All field events will allow a 20 minute unstructured warm up period beginning 20 minutes before the event. Athletes who would like to get marks, use the runway or make warm up attempts may do so supervised by the officials on site at the event while the head official checks in athletes. At the end of the 20 minute round one will begin. There is no "practice jump" as these are completed in an unstructured way during the 20 minute warm up time.

-When you have any concern at all, call a 10-minute stop to the event and discuss with your head field official and eventually if needed, the technical meet director

Rules reminders

-Ties are always broken by the fewest attempts at the last height cleared. Next tie breaker is the athlete with the lowest total failures up to and including the last height cleared. If still tied the athletes are considered tied unless it is for first place where a jump off will take place if the athletes are not unanimous in staying tied (see World Athletics rules for further info on jump off)

-Athletes must compete with their bib number and may have it on either their chest or back in vertical jumps

-Once checked in, athletes may not use headphones or mobile devices and should not receive any coaching inside the area. They can receive coaching from the coaching box at each event area as long as it does not interfere with the event and they do not leave the area

-Please help keep all non-competitors out of the competition area and on the outside of the track and monitor the coaching box carefully for non coaches.

-Time limits are 1 minute for an attempt to begin, until the competition is down to 2-3 athletes when it goes to 1.5 minutes then to 2 minutes if it is consecutive attempts and finally 3 minutes when only 1 competitor remains