

To:

All Track and Field coaches and support personnel

Re:

2017 Track and Field Season Information

From:

Capital Region Track and Field Coordinators
Donna Duggan-Halifax West High School
Jason Murphy-Citadel High School

Dates (all meets at Beazley Field in Dartmouth, 50 Caldwell Drive)

CAPITAL "Regional" Meet - May 24/25 (extreme weather date May 26)

NSSAF Provincial Meet - June 2/3 (hosted by MHSAA and Halifax West/Citadel High)

Capital Regional Start Times

9:20-9:40am – morning coaches meeting, 9:45am – track events begin / 10:00am- field events begin

Entry Fees:

Fees should be paid at the end of the 1st day, or mid-morning on the 2nd day. Cheques are made payable to: *Metro High School Athletic Association* and cover costs for security, timing, computers, printers, rentals, toilets and equipment like shells, guns, implements, measuring tapes and some snacks for our hard working officials.

Regional Fees: \$5.00 per competitor plus a \$20.00 team entry fee up to a maximum of \$300 per school

Provincial Fees: Billed to each school by NSSAF following provincials

Registration/Meet information

We will be using Trackie.ca as the key source of information for the meets again this year.

Registration, results, schedules and entrant lists will be available on this site. While the NSSAF site will have the link for live results and some of the provincial information, Trackie.ca is the direction we are headed. As always, each school coach will be responsible for completing their own entries on the Trackie Registration site by the Sunday May 21st @6pm. Call if you have an issue and please ensure you check your email before 10am on Victoria Day as I may need to sort out some issues. Full entry procedure can be found on a separate document.

Rules and Entry Procedures

See the separate document for regional meet rules and entry procedures. They may alter slightly as entry numbers often dictate best practice and this season we are running an event smaller than a district but much larger than a regional.

Advancement From Regionals to Provincials

The Top 4 placed athletes and relay teams in all events at Regionals advance to Provincials (exception are Para athletes who all advance and who do not need to compete at regionals to advance. They can simply register directly for provincials if they choose). 5th place will be listed as an alternate in the provincial program. 5th place athletes can only compete if an athlete from their region does not show by final call of the event. No athlete beyond 5th will be able to compete at Provincials regardless of the number of athletes who do not show at Provincials or tell us beforehand they are unable to attend.

Para Athletes

We will attempt to accommodate all Para classed athletes but numbers dictate that we may combine specific classes into one event. The general classes are determined by looking at; muscle power, impaired passive range of movement, limb deficiency, ataxia, athetosis, hypertonia, short stature, leg length difference, visual impairment, intellectual impairment. Para athletes compete in the 200m, 800m and shot put. Some para athletes may require a guide.

Special Athletes

Special Athletes and the trademarked name Special Olympians™ (which we do not have permission to use) are by definition those with “Intellectual Disabilities”. We do not know your students so we leave it to schools to decide who should compete in this category. We will be holding the 100m, shot put and long jump events for Special Athletes again this year but non-ambulatory special athletes may compete only in the shot put. We no longer provide a wheelchair event for special athletes. Special Athletes will be split into four divisions; Junior Girls (SAJG) and Junior Boys (SAJB), grades 7-9 and Senior Girls (SASG) and Senior Boys (SASB) grades 10-12 regardless of age. Grade 6 athletes can compete if housed within a school that is competing. We ask that schools who have a grade 9-12 population consider that they may have athletes in both junior and senior categories and must consider this when it comes to supervision as they may need to be in two locations with their Special Athletes at one time. Special Athletes have the same opportunity to advance to the Provincial Championships and must follow the same qualification rules. Please ensure that these athletes have supervision provided (EPA's).

Officiating Supervision

In order for the meet to run safely and efficiently, all schools will be assigned an event to officiate or other duties to complete. With school budgets as they are, we have noted a decline in the number of teachers/adults who are coming with schools so please communicate with your administration and ensure you have enough sub time to provide the helpers needed. With a limited number of schools participating this year, it is absolutely vital each school provides what is asked for in terms of officials and running the meet and expect to be busier than usual. If this is not possible, please communicate with your parents and see if they can help. Also, ensure the person(s) representing your school is familiar with the rules for that event or the role they are assigned. They also need to realize that they may indeed be on site with little break throughout the day and that it is also necessary that each school supply several students to assist the official at the event to rake, retrieve, mark or simply help out. **We require that every field event have 2 capable adults present at all times and at least 2 student helpers, preferably 3.**

To ensure the safety of the all athletes on site, schools should provide the required EPA and chaperone coverage set out in board policy and approved by your principal. Typically, this is a 1:15 ratio. Please communicate with your principal as soon as possible and be clear in describing the role each school must play in officiating at the meet in addition to supervision of students.

Athlete Safety/Facilities

There is very little protection from the weather on site, so please make sure your athletes dress properly and bring tarps and tents to protect themselves from the elements. As we have seen, we may even have to hold the meet in cold and wet conditions and students need to be prepared for this. Suggest that they bring toques, mitts, waterproof gear and full foot coverage. Porta-potties, a canteen and athletic therapists (for athletic related injuries only) will once again be available on site. Also, garbage bags are available in “the shack” so that at the end of the day your team can clean up before they depart.

Also, we remind schools to bring their own first aid kit and to be sure that they are legally parked on site. A reminder as well of the off-limits locations which are the boys and girls club and anywhere inside the foul lines on both the upper and lower baseball fields. Please keep footballs, soccer balls, or other athletic equipment away from the meet as it usually ends up on the track or infield during the event. We understand it is difficult to monitor all behavior, but please help us create a positive environment at the meet and provide support for your athletes.

Thank you for your involvement and all the hard work you put into Track and Field!

Jason and Donna

Rules and Regulations – Capital Regional Track and Field 2017

1. Age classifications:

S	Senior	under 19 as of Sept. 30
I	Intermediate	under 16 as of Sept. 30
J	Junior	under 14 as of Sept. 30
SAJ	Junior High Special Athlete	Grade 7-9 *(6-9)
SAS	Senior High Special Athlete	Grade 10-12
Para	Para Athlete	Grade 7-12 *(6-12)

Ask Junior, Intermediate and Senior athletes how old they are and their birthday and do not rely solely on the grade level for those age classes. Also watch for students who repeated a full grade or took a year off following grade 10 since it is 3 consecutive years of competition from first time competing at grade 10.

There are no age restrictions on Para or Special athletes. Special athlete is by grade and Para is open.

**Grade 6 athletes may compete if they are housed within a building with higher grades and considered to be the same school and that school is competing. Therefore, a junior could compete for three seasons if they began as a grade 6 athlete.*

2. A competitor may enter a maximum of 6 events, including relays.

3. Entry limit from each school

All Track and Field events- Four (4) athletes per event, per age class, per gender, per school.

No limits on the number of Para athlete or Special athlete entries per class or school

4. Implements:

Shot Put

SB	6.00kg
IB	5.00kg
JG/Para Girls	3.00kg
JB/IG/SG/Para Boys	4.00kg
SAJB/SASB	4.00kg
SAJG/SASG	3.00kg

Discus

SB	1.75kg
IB	1.50kg
SG/IG/JB	1.00kg
JG	0.75kg

Javelin

SB	800g
IB	700g
SG/JB	600g
IG	500g
JG	400g

5. Starting Jump Heights: (may be lower at discretion of head official)

Class	High Jump	Pole Vault
SB	1.35 m	1.70 m
IB	1.30 m	1.70 m
JB	1.15 m	-----
SG	1.15 m	1.30 m
IG	1.15 m	1.30 m
JG	1.05 m	-----

6. Hurdle heights & distances:

Class	Height x Distance
JG	30" X 80m
IG/SG	33" X 80m
JB	33" X 100m
IB	36" X 100m
SB	39" X 100m

<u>7. Hurdle placements:</u>	<u>80 m</u>	<u>100 m</u>
To first hurdle:	12 m	13 m
Between hurdles:	8 m	8.5 m
Last hurdle to finish:	12 m	10.5 m

8. Hurdlers shall be disqualified if he/she a) does not jump any hurdle; b) trails his/her foot or leg below the horizontal plane of the top of the hurdle at the instance of clearance; c) jumps any hurdle not in his/her own lane; d) in the opinion of the referee deliberately knocks down any hurdle e) if they interfere outside their lane with student-athletes in other lanes. Races can be re-run at the discretion of the track referee if a student-athlete is impeded to an extent that an "unfair" race occurs.

9. Field Events

In all throwing and jump-for-distance events, each competitor will have three (3) attempts and all legal attempts are measured. The top 8 athletes in junior, intermediate and senior (ties broken when possible*) will then receive two (2) additional attempts and should be ordered such that attempts are made from 8th to 1st place based on the preliminary round results (end of round three)

Special athletes and Para Athletes will be given three (3) throws by NSSAF rules and do not get additional rounds.

The best throw of the competition for each athlete counts for final placing and advancement.

**Ties will be broken by next best jump or throw. If a dead tie exists, both athletes earn the placing while the next athlete earns two places down. No jump off or throw off will take place.*

10. 400 meters and all races below this distance will be run in lanes for all age classes. 800m may use a waterfall start or curved line (depending on #'s) while 1500m and 3000m will start on a curved line.

11. All track events have priority over field events. Competitors who are called away to a track event are to

- 1) let the field judge know and
- 2) report back as soon as possible

You may ask to throw/jump ahead/after of your usual order, but once a round is finished you lose your attempt for that round. Athletes may not throw or jump more than once in a round but may move to first in one round and last in another round to create time. Likewise, you could go last in one round and first in the next round. Athletes/coaches should also feel free to discuss which heat they are in with the clerk of the course and judge accordingly. These heats assignments are found online and are sent to coaches the day before the meet. Please ensure your athletes understand this procedure and are proactive in discussing this with field officials.

12. Individual student athletes are permitted a false start each in all individual track events. Student athletes charged with a second false start in an individual event will be disqualified from that event. For clarification, a heat and a final of an event like the 100m is considered 2 individual events.

13. Only pin spikes (max. 9 mm) will be permitted on the track or runways. High jump and javelin competitors may use up to 13 mm as per IAAF rules but it is not recommended. Maximum number of spikes per shoe is 11 and no cleat type shoes may be worn. We strongly suggest maximum of 7mm for all events with this age group of student-athletes.

14. All competitors must start and finish their events in order to qualify for Provincials. If they qualify and will not be attending the Provincials, we ask that they submit their names immediately to the official-in-charge of their event and/or have their coaches submit their names to the meet director via email by a deadline provided in order to notify the alternate that they will have an opportunity to compete. At provincials you cannot simply "drop" an event and compete in another without valid medical excuse.

15. Track events

In the 800m, 1500m, 3000m, all relays, the Special Athlete 100m and the Para Athlete 200m, each race shall be run as a timed-section final. *The Special Athlete 100m will run on the backstretch.*

The 100m, 200m, 400m and hurdles will run as heats and then a final *except for Special Athlete and Para Athletes who run as finals only.*

Qualification/Advancement to finals for Junior, Intermediate, Senior classes

Entries	Heats	Qualification/Advancement to final
1-8	1	Heat is the final
9-16	2	Top 8 times to 1 heat final
17-24	3	Top 8 times to 1 heat final
25-32	4	Top 8 times to 1 heat final
33-40	5	Top 8 times to 1 heat final
41-48	6	Top 8 times to 1 heat final
49-56	7	Top 8 times to 1 heat final

16. Advancement to provincials is top 4 in all events *aside from Para where all Para athletes advance*

17. Blocks will be mandatory for the 100m, 200m, 400m, hurdles and both relays, *except for the Special Athlete 100m who will not use blocks and the Para 200m who may choose to use blocks.*

18. Ribbons will be awarded to the top 3 finishers in each event. Field event ribbons will be given at the event following the final round and track events with a one heat final will receive ribbons on the track following their final. Other ribbons will be distributed in the booth.

19. The team point system will follow the Regional and Provincial Championship model.

Individual events

1st =12 2nd =10
 3rd =9 4th =8
 5th =7 6th =6
 7th =5 8th =4

Relays

1st =16 2nd =14
 3rd =12 4th =11
 5th =10 6th =9
 7th = 8 8th =7

20. Special Athletes: Must fall into the "Intellectual Disability" category and this is a school-based decision. EPA's should be with the Special Athletes at all times on site. Special athletes are classed by grade level. See classes in rule 1. for details

21. You will only be allowed 6 changes to your entries per day at the meet. It will be a very difficult year for organizers so please do a good job on your initial entries. Changes take time and often lead to major errors in the meet so please consider this before making changes. Each coach will receive change sheets each day at the coaches meeting. This process will be discussed at the first coaches meeting. Once the entry deadline has passed please realize that the work needed to put the meet together is underway and we really need to focus on getting it together. Carefully enter your athletes and post a list for students to tell you the errors prior to the deadline. The official entries are what are downloaded at the entry deadline communicated to coaches. As always, we do not know your relay team members so you may change them at any time but be sure they are only in 6 events.

Entry Procedures - Capital Regional 2017

All entries for NSSAF Track and Field meets will be done through a website called "Trackie". The site has a registration section called TrackieReg. Each school will be responsible for entering their own athletes on this site by the posted deadline for their district meet:

SUNDAY MAY 21st @6PM. Please be prepared to check your email by 10am on Victoria Day to ensure I have not identified issues with your entries. This deadline includes all Junior, Intermediate and Senior athletes, as well as relay teams and all Junior and Senior Special Athletes. In addition to these 5 classes, we are offering Para Athlete events in preparation for the Para events being held at Provincials. Para Athletes do not have to follow any qualification standard and therefore do not necessarily have to compete other than at provincials but could/should be entered on Trackie at the district/regional level.

If you have any questions, please contact Jason Murphy jason.murphy@hrsb.ca / 902-237-1000)

- 1) Determine your team list keeping in mind entry limits. Ensure each athlete's name is spelled correctly and that you are certain of their age based category. Categories are junior, intermediate and senior based on the athletes' age as of Sept 30. Special Athletes are classed by grade, so junior special athlete is grades 7-9 (or 6-9 if grade 6 is in the school) and senior special athlete is grades 10-12. Para Athletes are an open class grades 7-12 (or 6-12 if grade 6 is in the school). Ensure the athletes are competing in the correct events and that no athlete is entered in more than 6 total events (relays included). A reminder that Special Athletes and Para Athletes are exempt from any entry limit on numbers of athletes per event. See NSSAF memo on Special Athletes and Para Athletes for determining who would be eligible for these classes. Also ensure you are abiding by your district's allotted relays per classification/per gender rule and the limit of athletes per gender, per age class, per event.
- 2) Log onto the **Trackie website** and click the tab on the top left for **TrackieReg** and then Enter **TrackieReg**
- 3) We ask that each coach/school set up an account under the **Login/My Account** tab on the upper right corner so that you can store and access all your athletes. This is helpful when printing team lists and making changes before the deadline. It also eliminates you from mistakenly entering athletes under different emails (gnspes, gmail, school board and nstu for example) and not being able to see all your athletes under one email. You only have to create the account once and beyond this would simply go to **My Account** to **login** each time you access TrackieReg.
- 4) Once logged on, go to **Find Event** in the upper left of the screen and look for the correct district meet. This system will allow you to register for the wrong meet so ensure you choose the correct district meet. Note that you can view "register" for the meet or view "more info" about the meet. Most districts are loading schedules and meet rules in this location so it might be wise to share this site with parents (but remind them they are not entering athletes). In some districts entries are restricted to the emails of the coaches specific to that meet so again, check with your district meet director.
- 5) There are two ways you can enter athletes and relays in the meet. Direct entry as per 6) and 7) or by a file upload as per 8)
- 6) Select **Register**
 - a. Select how many athletes you want to enter at this session on the computer
 - b. Select **This registration is for an individual**
 - c. Enter **First name** and **Last name** (please use proper format as in Stephen Gallant not stephen gallant or STEPHEN GALLANT)
 - d. Select **Gender** (see NSSAF memo/handbook on gender policies if you have questions)
 - e. Ignore **Hometown** but be sure to select **Team** (School). The drop menu should take you to all NSSAF teams that could enter our meet. You can narrow the list by typing the first few letters of the school. If your school is missing please contact Jason Murphy
 - f. Select the **Event** and then the **Category** (Junior, Intermediate, Senior, Special Athlete Junior, Special Athlete Senior, Para). If the athlete is entering more than one event select **Add Event** and continue adding events and categories for the athlete. (Athletes may compete in a category above their age/grade but may only compete in one category all season)
 - g. When you are finished for this athlete click **Add Another Registrant**
 - h. When finished for this session select **Proceed to Step 2** from the bottom of the screen to confirm your entries
- 7) To enter relay teams select **Register**
 - a. Select how many relay you want to enter at this session on the computer
 - b. Select **This registration is for a relay team**
 - c. Select the **Team (School)**, **Gender**, **Event** and then **Category** (and **Add Another Event** if the team is doing both relays).
 - d. Since NSSAF does not require us to list the team members of any relay team, most districts do not require you to list the athletes in the relay. Some districts do however allow you to enter multiple teams from your school in the same relay race so check your district rules regarding how many of each can be entered in each **Event**
 - e. Move onto the next Team by clicking **Add Another Registrant**

**Capital Regional Meet Schedule 2017
DAY 1 Wednesday May 24**

Track Events (begin at 9:45am)

Morning

80m / 100m Hurdles	Heats*	JG, IG, SG / JB, IB, SB
80m / 100m Hurdles	Finals*	JG, IG, SG / JB, IB, SB
400m	Heats*	JG, JB, IG, IB, SG, SB

Afternoon

100m	Heats*	JG, JB, IG, IB, SG, SB
1500m	Finals	JG, JB, IG, IB, SG, SB
100m	Finals*	JG, JB, IG, IB, SG, SB
400m	Finals*	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then a final.

Field Events

	<u>10:00</u>	<u>11:30</u>	<u>12:30</u>	<u>3:00</u>
Long Jump	IB	---	JB (1:30)	SB
High Jump	JG	---	IG	SG
Triple Jump	IG	---	SG (1:30)	JG
Shot Put	JB	---	SB	IB
Discus	SG	---	JG	IG
Javelin	SB	---	IB	JB
Pole Vault	---	IG/SG/IB/SB	---	---

Special Athletes

10:00am	100m	Senior Girls then Senior Boys then Junior boys <i>(on track near Long Jump pit)</i>
10:30am	Shot Put	Senior Girls & Junior Boys - Pit 1 <i>(infield near High Jump)</i> Senior Boys - Pit 2 <i>(infield near High Jump)</i>
12:00am	Long Jump	Senior Girls & Junior Boys - Long Jump Pit <i>(near Javelin)</i> Senior Boys - Triple Jump Pit <i>(near High Jump)</i>

**Capital Regional Meet Schedule 2017
DAY 2 Thursday May 25**

Track Events (begin at 9:45am)

Morning

200m	Heats*	JG, JB, IG, IB, SG, SB, ParaG, ParaB
800m	Finals	JG, JB, IG, IB, SG, SB, ParaG, ParaB
4x100m	Finals	JG, JB, IG, IB, SG, SB

Afternoon

200m	Finals*	JG, JB, IG, IB, SG, SB
3000m	Finals	JG, JB, IG, IB, SG, SB
4x400m	Finals	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then finals.

Field Events

	<u>10:00</u>	<u>12:30</u>	<u>1:00</u>	<u>3:00</u>
Long Jump	IG	JG	----	SG
High Jump	SB	JB	----	IB
Triple Jump	JB	IB	----	SB
Shot Put	JG	ParaG/Para B	SG	IG
Discus	IB	SB	----	JB
Javelin	SG	IG	----	JG

To:

All Track and Field coaches and support personnel

Re:

2017 Track and Field Season Information

From:

Capital Region Track and Field Coordinators
Donna Duggan-Halifax West High School
Jason Murphy-Citadel High School

Dates (all meets at Beazley Field in Dartmouth, 50 Caldwell Drive)

CAPITAL "Regional" Meet - May 24/25 (extreme weather date May 26)

NSSAF Provincial Meet - June 2/3 (hosted by MHSAA and Halifax West/Citadel High)

Capital Regional Start Times

9:20-9:40am – morning coaches meeting, 9:45am – track events begin / 10:00am- field events begin

Entry Fees:

Fees should be paid at the end of the 1st day, or mid-morning on the 2nd day. Cheques are made payable to: *Metro High School Athletic Association* and cover costs for security, timing, computers, printers, rentals, toilets and equipment like shells, guns, implements, measuring tapes and some snacks for our hard working officials.

Regional Fees: \$5.00 per competitor plus a \$20.00 team entry fee up to a maximum of \$300 per school

Provincial Fees: Billed to each school by NSSAF following provincials

Registration/Meet information

We will be using Trackie.ca as the key source of information for the meets again this year.

Registration, results, schedules and entrant lists will be available on this site. While the NSSAF site will have the link for live results and some of the provincial information, Trackie.ca is the direction we are headed. As always, each school coach will be responsible for completing their own entries on the Trackie Registration site by the Sunday May 21st @6pm. Call if you have an issue and please ensure you check your email before 10am on Victoria Day as I may need to sort out some issues. Full entry procedure can be found on a separate document.

Rules and Entry Procedures

See the separate document for regional meet rules and entry procedures. They may alter slightly as entry numbers often dictate best practice and this season we are running an event smaller than a district but much larger than a regional.

Advancement From Regionals to Provincials

The Top 4 placed athletes and relay teams in all events at Regionals advance to Provincials (exception are Para athletes who all advance and who do not need to compete at regionals to advance. They can simply register directly for provincials if they choose). 5th place will be listed as an alternate in the provincial program. 5th place athletes can only compete if an athlete from their region does not show by final call of the event. No athlete beyond 5th will be able to compete at Provincials regardless of the number of athletes who do not show at Provincials or tell us beforehand they are unable to attend.

Para Athletes

We will attempt to accommodate all Para classed athletes but numbers dictate that we may combine specific classes into one event. The general classes are determined by looking at; muscle power, impaired passive range of movement, limb deficiency, ataxia, athetosis, hypertonia, short stature, leg length difference, visual impairment, intellectual impairment. Para athletes compete in the 200m, 800m and shot put. Some para athletes may require a guide.

Special Athletes

Special Athletes and the trademarked name Special Olympians™ (which we do not have permission to use) are by definition those with “Intellectual Disabilities”. We do not know your students so we leave it to schools to decide who should compete in this category. We will be holding the 100m, shot put and long jump events for Special Athletes again this year but non-ambulatory special athletes may compete only in the shot put. We no longer provide a wheelchair event for special athletes. Special Athletes will be split into four divisions; Junior Girls (SAJG) and Junior Boys (SAJB), grades 7-9 and Senior Girls (SASG) and Senior Boys (SASB) grades 10-12 regardless of age. Grade 6 athletes can compete if housed within a school that is competing. We ask that schools who have a grade 9-12 population consider that they may have athletes in both junior and senior categories and must consider this when it comes to supervision as they may need to be in two locations with their Special Athletes at one time. Special Athletes have the same opportunity to advance to the Provincial Championships and must follow the same qualification rules. Please ensure that these athletes have supervision provided (EPA's).

Officiating Supervision

In order for the meet to run safely and efficiently, all schools will be assigned an event to officiate or other duties to complete. With school budgets as they are, we have noted a decline in the number of teachers/adults who are coming with schools so please communicate with your administration and ensure you have enough sub time to provide the helpers needed. With a limited number of schools participating this year, it is absolutely vital each school provides what is asked for in terms of officials and running the meet and expect to be busier than usual. If this is not possible, please communicate with your parents and see if they can help. Also, ensure the person(s) representing your school is familiar with the rules for that event or the role they are assigned. They also need to realize that they may indeed be on site with little break throughout the day and that it is also necessary that each school supply several students to assist the official at the event to rake, retrieve, mark or simply help out. **We require that every field event have 2 capable adults present at all times and at least 2 student helpers, preferably 3.**

To ensure the safety of the all athletes on site, schools should provide the required EPA and chaperone coverage set out in board policy and approved by your principal. Typically, this is a 1:15 ratio. Please communicate with your principal as soon as possible and be clear in describing the role each school must play in officiating at the meet in addition to supervision of students.

Athlete Safety/Facilities

There is very little protection from the weather on site, so please make sure your athletes dress properly and bring tarps and tents to protect themselves from the elements. As we have seen, we may even have to hold the meet in cold and wet conditions and students need to be prepared for this. Suggest that they bring toques, mitts, waterproof gear and full foot coverage. Porta-potties, a canteen and athletic therapists (for athletic related injuries only) will once again be available on site. Also, garbage bags are available in “the shack” so that at the end of the day your team can clean up before they depart.

Also, we remind schools to bring their own first aid kit and to be sure that they are legally parked on site. A reminder as well of the off-limits locations which are the boys and girls club and anywhere inside the foul lines on both the upper and lower baseball fields. Please keep footballs, soccer balls, or other athletic equipment away from the meet as it usually ends up on the track or infield during the event. We understand it is difficult to monitor all behavior, but please help us create a positive environment at the meet and provide support for your athletes.

Thank you for your involvement and all the hard work you put into Track and Field!

Jason and Donna

Rules and Regulations – Capital Regional Track and Field 2017

1. Age classifications:

S	Senior	under 19 as of Sept. 30
I	Intermediate	under 16 as of Sept. 30
J	Junior	under 14 as of Sept. 30
SAJ	Junior High Special Athlete	Grade 7-9 *(6-9)
SAS	Senior High Special Athlete	Grade 10-12
Para	Para Athlete	Grade 7-12 *(6-12)

Ask Junior, Intermediate and Senior athletes how old they are and their birthday and do not rely solely on the grade level for those age classes. Also watch for students who repeated a full grade or took a year off following grade 10 since it is 3 consecutive years of competition from first time competing at grade 10.

There are no age restrictions on Para or Special athletes. Special athlete is by grade and Para is open.

**Grade 6 athletes may compete if they are housed within a building with higher grades and considered to be the same school and that school is competing. Therefore, a junior could compete for three seasons if they began as a grade 6 athlete.*

2. A competitor may enter a maximum of 6 events, including relays.

3. Entry limit from each school

All Track and Field events- Four (4) athletes per event, per age class, per gender, per school.

No limits on the number of Para athlete or Special athlete entries per class or school

4. Implements:

Shot Put

SB	6.00kg
IB	5.00kg
JG/Para Girls	3.00kg
JB/IG/SG/Para Boys	4.00kg
SAJB/SASB	4.00kg
SAJG/SASG	3.00kg

Discus

SB	1.75kg
IB	1.50kg
SG/IG/JB	1.00kg
JG	0.75kg

Javelin

SB	800g
IB	700g
SG/JB	600g
IG	500g
JG	400g

5. Starting Jump Heights: (may be lower at discretion of head official)

Class	High Jump	Pole Vault
SB	1.35 m	1.70 m
IB	1.30 m	1.70 m
JB	1.15 m	-----
SG	1.15 m	1.30 m
IG	1.15 m	1.30 m
JG	1.05 m	-----

6. Hurdle heights & distances:

Class	Height x Distance
JG	30" X 80m
IG/SG	33" X 80m
JB	33" X 100m
IB	36" X 100m
SB	39" X 100m

<u>7. Hurdle placements:</u>	<u>80 m</u>	<u>100 m</u>
To first hurdle:	12 m	13 m
Between hurdles:	8 m	8.5 m
Last hurdle to finish:	12 m	10.5 m

8. Hurdlers shall be disqualified if he/she a) does not jump any hurdle; b) trails his/her foot or leg below the horizontal plane of the top of the hurdle at the instance of clearance; c) jumps any hurdle not in his/her own lane; d) in the opinion of the referee deliberately knocks down any hurdle e) if they interfere outside their lane with student-athletes in other lanes. Races can be re-run at the discretion of the track referee if a student-athlete is impeded to an extent that an "unfair" race occurs.

9. Field Events

In all throwing and jump-for-distance events, each competitor will have three (3) attempts and all legal attempts are measured. The top 8 athletes in junior, intermediate and senior (ties broken when possible*) will then receive two (2) additional attempts and should be ordered such that attempts are made from 8th to 1st place based on the preliminary round results (end of round three)

Special athletes and Para Athletes will be given three (3) throws by NSSAF rules and do not get additional rounds.

The best throw of the competition for each athlete counts for final placing and advancement.

**Ties will be broken by next best jump or throw. If a dead tie exists, both athletes earn the placing while the next athlete earns two places down. No jump off or throw off will take place.*

10. 400 meters and all races below this distance will be run in lanes for all age classes. 800m may use a waterfall start or curved line (depending on #'s) while 1500m and 3000m will start on a curved line.

11. All track events have priority over field events. Competitors who are called away to a track event are to

- 1) let the field judge know and
- 2) report back as soon as possible

You may ask to throw/jump ahead/after of your usual order, but once a round is finished you lose your attempt for that round. Athletes may not throw or jump more than once in a round but may move to first in one round and last in another round to create time. Likewise, you could go last in one round and first in the next round. Athletes/coaches should also feel free to discuss which heat they are in with the clerk of the course and judge accordingly. These heats assignments are found online and are sent to coaches the day before the meet. Please ensure your athletes understand this procedure and are proactive in discussing this with field officials.

12. Individual student athletes are permitted a false start each in all individual track events. Student athletes charged with a second false start in an individual event will be disqualified from that event. For clarification, a heat and a final of an event like the 100m is considered 2 individual events.

13. Only pin spikes (max. 9 mm) will be permitted on the track or runways. High jump and javelin competitors may use up to 13 mm as per IAAF rules but it is not recommended. Maximum number of spikes per shoe is 11 and no cleat type shoes may be worn. We strongly suggest maximum of 7mm for all events with this age group of student-athletes.

14. All competitors must start and finish their events in order to qualify for Provincials. If they qualify and will not be attending the Provincials, we ask that they submit their names immediately to the official-in-charge of their event and/or have their coaches submit their names to the meet director via email by a deadline provided in order to notify the alternate that they will have an opportunity to compete. At provincials you cannot simply "drop" an event and compete in another without valid medical excuse.

15. Track events

In the 800m, 1500m, 3000m, all relays, the Special Athlete 100m and the Para Athlete 200m, each race shall be run as a timed-section final. *The Special Athlete 100m will run on the backstretch.*

The 100m, 200m, 400m and hurdles will run as heats and then a final *except for Special Athlete and Para Athletes who run as finals only.*

Qualification/Advancement to finals for Junior, Intermediate, Senior classes

Entries	Heats	Qualification/Advancement to final
1-8	1	Heat is the final
9-16	2	Top 8 times to 1 heat final
17-24	3	Top 8 times to 1 heat final
25-32	4	Top 8 times to 1 heat final
33-40	5	Top 8 times to 1 heat final
41-48	6	Top 8 times to 1 heat final
49-56	7	Top 8 times to 1 heat final

16. Advancement to provincials is top 4 in all events *aside from Para where all Para athletes advance*

17. Blocks will be mandatory for the 100m, 200m, 400m, hurdles and both relays, *except for the Special Athlete 100m who will not use blocks and the Para 200m who may choose to use blocks.*

18. Ribbons will be awarded to the top 3 finishers in each event. Field event ribbons will be given at the event following the final round and track events with a one heat final will receive ribbons on the track following their final. Other ribbons will be distributed in the booth.

19. The team point system will follow the Regional and Provincial Championship model.

Individual events

1st =12 2nd =10
 3rd =9 4th =8
 5th =7 6th =6
 7th =5 8th =4

Relays

1st =16 2nd =14
 3rd =12 4th =11
 5th =10 6th =9
 7th = 8 8th =7

20. Special Athletes: Must fall into the "Intellectual Disability" category and this is a school-based decision. EPA's should be with the Special Athletes at all times on site. Special athletes are classed by grade level. See classes in rule 1. for details

21. You will only be allowed 6 changes to your entries per day at the meet. It will be a very difficult year for organizers so please do a good job on your initial entries. Changes take time and often lead to major errors in the meet so please consider this before making changes. Each coach will receive change sheets each day at the coaches meeting. This process will be discussed at the first coaches meeting. Once the entry deadline has passed please realize that the work needed to put the meet together is underway and we really need to focus on getting it together. Carefully enter your athletes and post a list for students to tell you the errors prior to the deadline. The official entries are what are downloaded at the entry deadline communicated to coaches. As always, we do not know your relay team members so you may change them at any time but be sure they are only in 6 events.

Entry Procedures - Capital Regional 2017

All entries for NSSAF Track and Field meets will be done through a website called "Trackie". The site has a registration section called TrackieReg. Each school will be responsible for entering their own athletes on this site by the posted deadline for their district meet:

SUNDAY MAY 21st @6PM. Please be prepared to check your email by 10am on Victoria Day to ensure I have not identified issues with your entries. This deadline includes all Junior, Intermediate and Senior athletes, as well as relay teams and all Junior and Senior Special Athletes. In addition to these 5 classes, we are offering Para Athlete events in preparation for the Para events being held at Provincials. Para Athletes do not have to follow any qualification standard and therefore do not necessarily have to compete other than at provincials but could/should be entered on Trackie at the district/regional level.

If you have any questions, please contact Jason Murphy jason.murphy@hrsb.ca / 902-237-1000)

- 1) Determine your team list keeping in mind entry limits. Ensure each athlete's name is spelled correctly and that you are certain of their age based category. Categories are junior, intermediate and senior based on the athletes' age as of Sept 30. Special Athletes are classed by grade, so junior special athlete is grades 7-9 (or 6-9 if grade 6 is in the school) and senior special athlete is grades 10-12. Para Athletes are an open class grades 7-12 (or 6-12 if grade 6 is in the school). Ensure the athletes are competing in the correct events and that no athlete is entered in more than 6 total events (relays included). A reminder that Special Athletes and Para Athletes are exempt from any entry limit on numbers of athletes per event. See NSSAF memo on Special Athletes and Para Athletes for determining who would be eligible for these classes. Also ensure you are abiding by your district's allotted relays per classification/per gender rule and the limit of athletes per gender, per age class, per event.
- 2) Log onto the **Trackie website** and click the tab on the top left for **TrackieReg** and then Enter **TrackieReg**
- 3) We ask that each coach/school set up an account under the **Login/My Account** tab on the upper right corner so that you can store and access all your athletes. This is helpful when printing team lists and making changes before the deadline. It also eliminates you from mistakenly entering athletes under different emails (gnspes, gmail, school board and nstu for example) and not being able to see all your athletes under one email. You only have to create the account once and beyond this would simply go to **My Account** to **login** each time you access TrackieReg.
- 4) Once logged on, go to **Find Event** in the upper left of the screen and look for the correct district meet. This system will allow you to register for the wrong meet so ensure you choose the correct district meet. Note that you can view "register" for the meet or view "more info" about the meet. Most districts are loading schedules and meet rules in this location so it might be wise to share this site with parents (but remind them they are not entering athletes). In some districts entries are restricted to the emails of the coaches specific to that meet so again, check with your district meet director.
- 5) There are two ways you can enter athletes and relays in the meet. Direct entry as per 6) and 7) or by a file upload as per 8)
- 6) Select **Register**
 - a. Select how many athletes you want to enter at this session on the computer
 - b. Select **This registration is for an individual**
 - c. Enter **First name** and **Last name** (please use proper format as in Stephen Gallant not stephen gallant or STEPHEN GALLANT)
 - d. Select **Gender** (see NSSAF memo/handbook on gender policies if you have questions)
 - e. Ignore **Hometown** but be sure to select **Team** (School). The drop menu should take you to all NSSAF teams that could enter our meet. You can narrow the list by typing the first few letters of the school. If your school is missing please contact Jason Murphy
 - f. Select the **Event** and then the **Category** (Junior, Intermediate, Senior, Special Athlete Junior, Special Athlete Senior, Para). If the athlete is entering more than one event select **Add Event** and continue adding events and categories for the athlete. (Athletes may compete in a category above their age/grade but may only compete in one category all season)
 - g. When you are finished for this athlete click **Add Another Registrant**
 - h. When finished for this session select **Proceed to Step 2** from the bottom of the screen to confirm your entries
- 7) To enter relay teams select **Register**
 - a. Select how many relay you want to enter at this session on the computer
 - b. Select **This registration is for a relay team**
 - c. Select the **Team (School)**, **Gender**, **Event** and then **Category** (and **Add Another Event** if the team is doing both relays).
 - d. Since NSSAF does not require us to list the team members of any relay team, most districts do not require you to list the athletes in the relay. Some districts do however allow you to enter multiple teams from your school in the same relay race so check your district rules regarding how many of each can be entered in each **Event**
 - e. Move onto the next Team by clicking **Add Another Registrant**

**Capital Regional Meet Schedule 2017
DAY 1 Wednesday May 24**

Track Events (begin at 9:45am)

Morning

80m / 100m Hurdles	Heats*	JG, IG, SG / JB, IB, SB
80m / 100m Hurdles	Finals*	JG, IG, SG / JB, IB, SB
400m	Heats*	JG, JB, IG, IB, SG, SB

Afternoon

100m	Heats*	JG, JB, IG, IB, SG, SB
1500m	Finals	JG, JB, IG, IB, SG, SB
100m	Finals*	JG, JB, IG, IB, SG, SB
400m	Finals*	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then a final.

Field Events

	<u>10:00</u>	<u>11:30</u>	<u>12:30</u>	<u>3:00</u>
Long Jump	IB	---	JB (1:30)	SB
High Jump	JG	---	IG	SG
Triple Jump	IG	---	SG (1:30)	JG
Shot Put	JB	---	SB	IB
Discus	SG	---	JG	IG
Javelin	SB	---	IB	JB
Pole Vault	---	IG/SG/IB/SB	---	---

Special Athletes

10:00am	100m	Senior Girls then Senior Boys then Junior boys <i>(on track near Long Jump pit)</i>
10:30am	Shot Put	Senior Girls & Junior Boys - Pit 1 <i>(infield near High Jump)</i> Senior Boys - Pit 2 <i>(infield near High Jump)</i>
12:00am	Long Jump	Senior Girls & Junior Boys - Long Jump Pit <i>(near Javelin)</i> Senior Boys - Triple Jump Pit <i>(near High Jump)</i>

**Capital Regional Meet Schedule 2017
DAY 2 Thursday May 25**

Track Events (begin at 9:45am)

Morning

200m	Heats*	JG, JB, IG, IB, SG, SB, ParaG, ParaB
800m	Finals	JG, JB, IG, IB, SG, SB, ParaG, ParaB
4x100m	Finals	JG, JB, IG, IB, SG, SB

Afternoon

200m	Finals*	JG, JB, IG, IB, SG, SB
3000m	Finals	JG, JB, IG, IB, SG, SB
4x400m	Finals	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then finals.

Field Events

	<u>10:00</u>	<u>12:30</u>	<u>1:00</u>	<u>3:00</u>
Long Jump	IG	JG	----	SG
High Jump	SB	JB	----	IB
Triple Jump	JB	IB	----	SB
Shot Put	JG	ParaG/Para B	SG	IG
Discus	IB	SB	----	JB
Javelin	SG	IG	----	JG

To:

All Track and Field coaches and support personnel

Re:

2017 Track and Field Season Information

From:

Capital Region Track and Field Coordinators
Donna Duggan-Halifax West High School
Jason Murphy-Citadel High School

Dates (all meets at Beazley Field in Dartmouth, 50 Caldwell Drive)

CAPITAL "Regional" Meet - May 24/25 (extreme weather date May 26)

NSSAF Provincial Meet - June 2/3 (hosted by MHSAA and Halifax West/Citadel High)

Capital Regional Start Times

9:20-9:40am – morning coaches meeting, 9:45am – track events begin / 10:00am- field events begin

Entry Fees:

Fees should be paid at the end of the 1st day, or mid-morning on the 2nd day. Cheques are made payable to: *Metro High School Athletic Association* and cover costs for security, timing, computers, printers, rentals, toilets and equipment like shells, guns, implements, measuring tapes and some snacks for our hard working officials.

Regional Fees: \$5.00 per competitor plus a \$20.00 team entry fee up to a maximum of \$300 per school

Provincial Fees: Billed to each school by NSSAF following provincials

Registration/Meet information

We will be using Trackie.ca as the key source of information for the meets again this year.

Registration, results, schedules and entrant lists will be available on this site. While the NSSAF site will have the link for live results and some of the provincial information, Trackie.ca is the direction we are headed. As always, each school coach will be responsible for completing their own entries on the Trackie Registration site by the Sunday May 21st @6pm. Call if you have an issue and please ensure you check your email before 10am on Victoria Day as I may need to sort out some issues. Full entry procedure can be found on a separate document.

Rules and Entry Procedures

See the separate document for regional meet rules and entry procedures. They may alter slightly as entry numbers often dictate best practice and this season we are running an event smaller than a district but much larger than a regional.

Advancement From Regionals to Provincials

The Top 4 placed athletes and relay teams in all events at Regionals advance to Provincials (exception are Para athletes who all advance and who do not need to compete at regionals to advance. They can simply register directly for provincials if they choose). 5th place will be listed as an alternate in the provincial program. 5th place athletes can only compete if an athlete from their region does not show by final call of the event. No athlete beyond 5th will be able to compete at Provincials regardless of the number of athletes who do not show at Provincials or tell us beforehand they are unable to attend.

Para Athletes

We will attempt to accommodate all Para classed athletes but numbers dictate that we may combine specific classes into one event. The general classes are determined by looking at; muscle power, impaired passive range of movement, limb deficiency, ataxia, athetosis, hypertonia, short stature, leg length difference, visual impairment, intellectual impairment. Para athletes compete in the 200m, 800m and shot put. Some para athletes may require a guide.

Special Athletes

Special Athletes and the trademarked name Special Olympians™ (which we do not have permission to use) are by definition those with “Intellectual Disabilities”. We do not know your students so we leave it to schools to decide who should compete in this category. We will be holding the 100m, shot put and long jump events for Special Athletes again this year but non-ambulatory special athletes may compete only in the shot put. We no longer provide a wheelchair event for special athletes. Special Athletes will be split into four divisions; Junior Girls (SAJG) and Junior Boys (SAJB), grades 7-9 and Senior Girls (SASG) and Senior Boys (SASB) grades 10-12 regardless of age. Grade 6 athletes can compete if housed within a school that is competing. We ask that schools who have a grade 9-12 population consider that they may have athletes in both junior and senior categories and must consider this when it comes to supervision as they may need to be in two locations with their Special Athletes at one time. Special Athletes have the same opportunity to advance to the Provincial Championships and must follow the same qualification rules. Please ensure that these athletes have supervision provided (EPA's).

Officiating Supervision

In order for the meet to run safely and efficiently, all schools will be assigned an event to officiate or other duties to complete. With school budgets as they are, we have noted a decline in the number of teachers/adults who are coming with schools so please communicate with your administration and ensure you have enough sub time to provide the helpers needed. With a limited number of schools participating this year, it is absolutely vital each school provides what is asked for in terms of officials and running the meet and expect to be busier than usual. If this is not possible, please communicate with your parents and see if they can help. Also, ensure the person(s) representing your school is familiar with the rules for that event or the role they are assigned. They also need to realize that they may indeed be on site with little break throughout the day and that it is also necessary that each school supply several students to assist the official at the event to rake, retrieve, mark or simply help out. **We require that every field event have 2 capable adults present at all times and at least 2 student helpers, preferably 3.**

To ensure the safety of the all athletes on site, schools should provide the required EPA and chaperone coverage set out in board policy and approved by your principal. Typically, this is a 1:15 ratio. Please communicate with your principal as soon as possible and be clear in describing the role each school must play in officiating at the meet in addition to supervision of students.

Athlete Safety/Facilities

There is very little protection from the weather on site, so please make sure your athletes dress properly and bring tarps and tents to protect themselves from the elements. As we have seen, we may even have to hold the meet in cold and wet conditions and students need to be prepared for this. Suggest that they bring toques, mitts, waterproof gear and full foot coverage. Porta-potties, a canteen and athletic therapists (for athletic related injuries only) will once again be available on site. Also, garbage bags are available in “the shack” so that at the end of the day your team can clean up before they depart.

Also, we remind schools to bring their own first aid kit and to be sure that they are legally parked on site. A reminder as well of the off-limits locations which are the boys and girls club and anywhere inside the foul lines on both the upper and lower baseball fields. Please keep footballs, soccer balls, or other athletic equipment away from the meet as it usually ends up on the track or infield during the event. We understand it is difficult to monitor all behavior, but please help us create a positive environment at the meet and provide support for your athletes.

Thank you for your involvement and all the hard work you put into Track and Field!

Jason and Donna

Rules and Regulations – Capital Regional Track and Field 2017

1. Age classifications:

S	Senior	under 19 as of Sept. 30
I	Intermediate	under 16 as of Sept. 30
J	Junior	under 14 as of Sept. 30
SAJ	Junior High Special Athlete	Grade 7-9 *(6-9)
SAS	Senior High Special Athlete	Grade 10-12
Para	Para Athlete	Grade 7-12 *(6-12)

Ask Junior, Intermediate and Senior athletes how old they are and their birthday and do not rely solely on the grade level for those age classes. Also watch for students who repeated a full grade or took a year off following grade 10 since it is 3 consecutive years of competition from first time competing at grade 10.

There are no age restrictions on Para or Special athletes. Special athlete is by grade and Para is open.

**Grade 6 athletes may compete if they are housed within a building with higher grades and considered to be the same school and that school is competing. Therefore, a junior could compete for three seasons if they began as a grade 6 athlete.*

2. A competitor may enter a maximum of 6 events, including relays.

3. Entry limit from each school

All Track and Field events- Four (4) athletes per event, per age class, per gender, per school.

No limits on the number of Para athlete or Special athlete entries per class or school

4. Implements:

Shot Put

SB	6.00kg
IB	5.00kg
JG/Para Girls	3.00kg
JB/IG/SG/Para Boys	4.00kg
SAJB/SASB	4.00kg
SAJG/SASG	3.00kg

Discus

SB	1.75kg
IB	1.50kg
SG/IG/JB	1.00kg
JG	0.75kg

Javelin

SB	800g
IB	700g
SG/JB	600g
IG	500g
JG	400g

5. Starting Jump Heights: (may be lower at discretion of head official)

Class	High Jump	Pole Vault
SB	1.35 m	1.70 m
IB	1.30 m	1.70 m
JB	1.15 m	-----
SG	1.15 m	1.30 m
IG	1.15 m	1.30 m
JG	1.05 m	-----

6. Hurdle heights & distances:

Class	Height x Distance
JG	30" X 80m
IG/SG	33" X 80m
JB	33" X 100m
IB	36" X 100m
SB	39" X 100m

<u>7. Hurdle placements:</u>	<u>80 m</u>	<u>100 m</u>
To first hurdle:	12 m	13 m
Between hurdles:	8 m	8.5 m
Last hurdle to finish:	12 m	10.5 m

8. Hurdlers shall be disqualified if he/she a) does not jump any hurdle; b) trails his/her foot or leg below the horizontal plane of the top of the hurdle at the instance of clearance; c) jumps any hurdle not in his/her own lane; d) in the opinion of the referee deliberately knocks down any hurdle e) if they interfere outside their lane with student-athletes in other lanes. Races can be re-run at the discretion of the track referee if a student-athlete is impeded to an extent that an "unfair" race occurs.

9. Field Events

In all throwing and jump-for-distance events, each competitor will have three (3) attempts and all legal attempts are measured. The top 8 athletes in junior, intermediate and senior (ties broken when possible*) will then receive two (2) additional attempts and should be ordered such that attempts are made from 8th to 1st place based on the preliminary round results (end of round three)

Special athletes and Para Athletes will be given three (3) throws by NSSAF rules and do not get additional rounds.

The best throw of the competition for each athlete counts for final placing and advancement.

**Ties will be broken by next best jump or throw. If a dead tie exists, both athletes earn the placing while the next athlete earns two places down. No jump off or throw off will take place.*

10. 400 meters and all races below this distance will be run in lanes for all age classes. 800m may use a waterfall start or curved line (depending on #'s) while 1500m and 3000m will start on a curved line.

11. All track events have priority over field events. Competitors who are called away to a track event are to

- 1) let the field judge know and
- 2) report back as soon as possible

You may ask to throw/jump ahead/after of your usual order, but once a round is finished you lose your attempt for that round. Athletes may not throw or jump more than once in a round but may move to first in one round and last in another round to create time. Likewise, you could go last in one round and first in the next round. Athletes/coaches should also feel free to discuss which heat they are in with the clerk of the course and judge accordingly. These heats assignments are found online and are sent to coaches the day before the meet. Please ensure your athletes understand this procedure and are proactive in discussing this with field officials.

12. Individual student athletes are permitted a false start each in all individual track events. Student athletes charged with a second false start in an individual event will be disqualified from that event. For clarification, a heat and a final of an event like the 100m is considered 2 individual events.

13. Only pin spikes (max. 9 mm) will be permitted on the track or runways. High jump and javelin competitors may use up to 13 mm as per IAAF rules but it is not recommended. Maximum number of spikes per shoe is 11 and no cleat type shoes may be worn. We strongly suggest maximum of 7mm for all events with this age group of student-athletes.

14. All competitors must start and finish their events in order to qualify for Provincials. If they qualify and will not be attending the Provincials, we ask that they submit their names immediately to the official-in-charge of their event and/or have their coaches submit their names to the meet director via email by a deadline provided in order to notify the alternate that they will have an opportunity to compete. At provincials you cannot simply "drop" an event and compete in another without valid medical excuse.

15. Track events

In the 800m, 1500m, 3000m, all relays, the Special Athlete 100m and the Para Athlete 200m, each race shall be run as a timed-section final. *The Special Athlete 100m will run on the backstretch.*

The 100m, 200m, 400m and hurdles will run as heats and then a final *except for Special Athlete and Para Athletes who run as finals only.*

Qualification/Advancement to finals for Junior, Intermediate, Senior classes

Entries	Heats	Qualification/Advancement to final
1-8	1	Heat is the final
9-16	2	Top 8 times to 1 heat final
17-24	3	Top 8 times to 1 heat final
25-32	4	Top 8 times to 1 heat final
33-40	5	Top 8 times to 1 heat final
41-48	6	Top 8 times to 1 heat final
49-56	7	Top 8 times to 1 heat final

16. Advancement to provincials is top 4 in all events *aside from Para where all Para athletes advance*

17. Blocks will be mandatory for the 100m, 200m, 400m, hurdles and both relays, *except for the Special Athlete 100m who will not use blocks and the Para 200m who may choose to use blocks.*

18. Ribbons will be awarded to the top 3 finishers in each event. Field event ribbons will be given at the event following the final round and track events with a one heat final will receive ribbons on the track following their final. Other ribbons will be distributed in the booth.

19. The team point system will follow the Regional and Provincial Championship model.

Individual events

1st =12 2nd =10
 3rd =9 4th =8
 5th =7 6th =6
 7th =5 8th =4

Relays

1st =16 2nd =14
 3rd =12 4th =11
 5th =10 6th =9
 7th = 8 8th =7

20. Special Athletes: Must fall into the "Intellectual Disability" category and this is a school-based decision. EPA's should be with the Special Athletes at all times on site. Special athletes are classed by grade level. See classes in rule 1. for details

21. You will only be allowed 6 changes to your entries per day at the meet. It will be a very difficult year for organizers so please do a good job on your initial entries. Changes take time and often lead to major errors in the meet so please consider this before making changes. Each coach will receive change sheets each day at the coaches meeting. This process will be discussed at the first coaches meeting. Once the entry deadline has passed please realize that the work needed to put the meet together is underway and we really need to focus on getting it together. Carefully enter your athletes and post a list for students to tell you the errors prior to the deadline. The official entries are what are downloaded at the entry deadline communicated to coaches. As always, we do not know your relay team members so you may change them at any time but be sure they are only in 6 events.

Entry Procedures - Capital Regional 2017

All entries for NSSAF Track and Field meets will be done through a website called "Trackie". The site has a registration section called TrackieReg. Each school will be responsible for entering their own athletes on this site by the posted deadline for their district meet:

SUNDAY MAY 21st @6PM. Please be prepared to check your email by 10am on Victoria Day to ensure I have not identified issues with your entries. This deadline includes all Junior, Intermediate and Senior athletes, as well as relay teams and all Junior and Senior Special Athletes. In addition to these 5 classes, we are offering Para Athlete events in preparation for the Para events being held at Provincials. Para Athletes do not have to follow any qualification standard and therefore do not necessarily have to compete other than at provincials but could/should be entered on Trackie at the district/regional level.

If you have any questions, please contact Jason Murphy jason.murphy@hrsb.ca / 902-237-1000)

- 1) Determine your team list keeping in mind entry limits. Ensure each athlete's name is spelled correctly and that you are certain of their age based category. Categories are junior, intermediate and senior based on the athletes' age as of Sept 30. Special Athletes are classed by grade, so junior special athlete is grades 7-9 (or 6-9 if grade 6 is in the school) and senior special athlete is grades 10-12. Para Athletes are an open class grades 7-12 (or 6-12 if grade 6 is in the school). Ensure the athletes are competing in the correct events and that no athlete is entered in more than 6 total events (relays included). A reminder that Special Athletes and Para Athletes are exempt from any entry limit on numbers of athletes per event. See NSSAF memo on Special Athletes and Para Athletes for determining who would be eligible for these classes. Also ensure you are abiding by your district's allotted relays per classification/per gender rule and the limit of athletes per gender, per age class, per event.
- 2) Log onto the **Trackie website** and click the tab on the top left for **TrackieReg** and then Enter **TrackieReg**
- 3) We ask that each coach/school set up an account under the **Login/My Account** tab on the upper right corner so that you can store and access all your athletes. This is helpful when printing team lists and making changes before the deadline. It also eliminates you from mistakenly entering athletes under different emails (gnspes, gmail, school board and nstu for example) and not being able to see all your athletes under one email. You only have to create the account once and beyond this would simply go to **My Account** to **login** each time you access TrackieReg.
- 4) Once logged on, go to **Find Event** in the upper left of the screen and look for the correct district meet. This system will allow you to register for the wrong meet so ensure you choose the correct district meet. Note that you can view "register" for the meet or view "more info" about the meet. Most districts are loading schedules and meet rules in this location so it might be wise to share this site with parents (but remind them they are not entering athletes). In some districts entries are restricted to the emails of the coaches specific to that meet so again, check with your district meet director.
- 5) There are two ways you can enter athletes and relays in the meet. Direct entry as per 6) and 7) or by a file upload as per 8)
- 6) Select **Register**
 - a. Select how many athletes you want to enter at this session on the computer
 - b. Select **This registration is for an individual**
 - c. Enter **First name** and **Last name** (please use proper format as in Stephen Gallant not stephen gallant or STEPHEN GALLANT)
 - d. Select **Gender** (see NSSAF memo/handbook on gender policies if you have questions)
 - e. Ignore **Hometown** but be sure to select **Team** (School). The drop menu should take you to all NSSAF teams that could enter our meet. You can narrow the list by typing the first few letters of the school. If your school is missing please contact Jason Murphy
 - f. Select the **Event** and then the **Category** (Junior, Intermediate, Senior, Special Athlete Junior, Special Athlete Senior, Para). If the athlete is entering more than one event select **Add Event** and continue adding events and categories for the athlete. (Athletes may compete in a category above their age/grade but may only compete in one category all season)
 - g. When you are finished for this athlete click **Add Another Registrant**
 - h. When finished for this session select **Proceed to Step 2** from the bottom of the screen to confirm your entries
- 7) To enter relay teams select **Register**
 - a. Select how many relay you want to enter at this session on the computer
 - b. Select **This registration is for a relay team**
 - c. Select the **Team (School)**, **Gender**, **Event** and then **Category** (and **Add Another Event** if the team is doing both relays).
 - d. Since NSSAF does not require us to list the team members of any relay team, most districts do not require you to list the athletes in the relay. Some districts do however allow you to enter multiple teams from your school in the same relay race so check your district rules regarding how many of each can be entered in each **Event**
 - e. Move onto the next Team by clicking **Add Another Registrant**

**Capital Regional Meet Schedule 2017
DAY 1 Wednesday May 24**

Track Events (begin at 9:45am)

Morning

80m / 100m Hurdles	Heats*	JG, IG, SG / JB, IB, SB
80m / 100m Hurdles	Finals*	JG, IG, SG / JB, IB, SB
400m	Heats*	JG, JB, IG, IB, SG, SB

Afternoon

100m	Heats*	JG, JB, IG, IB, SG, SB
1500m	Finals	JG, JB, IG, IB, SG, SB
100m	Finals*	JG, JB, IG, IB, SG, SB
400m	Finals*	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then a final.

Field Events

	<u>10:00</u>	<u>11:30</u>	<u>12:30</u>	<u>3:00</u>
Long Jump	IB	---	JB (1:30)	SB
High Jump	JG	---	IG	SG
Triple Jump	IG	---	SG (1:30)	JG
Shot Put	JB	---	SB	IB
Discus	SG	---	JG	IG
Javelin	SB	---	IB	JB
Pole Vault	---	IG/SG/IB/SB	---	---

Special Athletes

10:00am	100m	Senior Girls then Senior Boys then Junior boys (on track near Long Jump pit)
10:30am	Shot Put	Senior Girls & Junior Boys - Pit 1 (infield near High Jump) Senior Boys - Pit 2 (infield near High Jump)
12:00am	Long Jump	Senior Girls & Junior Boys - Long Jump Pit (near Javelin) Senior Boys - Triple Jump Pit (near High Jump)

**Capital Regional Meet Schedule 2017
DAY 2 Thursday May 25**

Track Events (begin at 9:45am)

Morning

200m	Heats*	JG, JB, IG, IB, SG, SB, ParaG, ParaB
800m	Finals	JG, JB, IG, IB, SG, SB, ParaG, ParaB
4x100m	Finals	JG, JB, IG, IB, SG, SB

Afternoon

200m	Finals*	JG, JB, IG, IB, SG, SB
3000m	Finals	JG, JB, IG, IB, SG, SB
4x400m	Finals	JG, JB, IG, IB, SG, SB

*If we have only one heat, it will be the final. Two or more heats will be run as heats and then finals.

Field Events

	<u>10:00</u>	<u>12:30</u>	<u>1:00</u>	<u>3:00</u>
Long Jump	IG	JG	----	SG
High Jump	SB	JB	----	IB
Triple Jump	JB	IB	----	SB
Shot Put	JG	ParaG/Para B	SG	IG
Discus	IB	SB	----	JB
Javelin	SG	IG	----	JG