



Corrected 2017 Track and Field Rules Changes

- 3-2-4u
NEW** The games committee should have responsibility for providing liquids during the race and not leave this duty to each coach.
- 3-6-1,
3-4-7** Signifying with a bell with one lap remaining in the 800 alerts timers, place judges and FAT operators on notice, builds excitement for spectators and is a positive signal for the competitors. Updates to current trends in the sport.
- 3-6-1** The authority to disqualify a runner for a false start should be extended by rule to the starter as well as the referee.
- 3-10-7** Clarifies field event judge's protocol for signifying the performance result when flags are not being utilized.
- 4-3-1b(5)
8-6-1b(4)** Removes the NOTE limiting the placement of the American flag to one piece of uniform apparel as this is contradictory to the rule.
- 4-6-5
NEW g,
8-7e** Although uncommon that appropriate health-care professionals are not available to assist an injured/ill competitor, there may be occasions when a competitor is needing assistance to confirm his/her health status or to arrive to a location for health care. Should another competitor assist, such competitor shall not be disqualified, only the assisted competitor shall be disqualified for not completing the race unassisted. Reorganize rule to indicate why competitor is disqualified.
- 4-6-5h
NEW** The rule should include coverage of the actions of competitors and nonparticipating team members as well as assistance/aid from other parties.
- 5-1-3** In the absence of a curb, the placement of cones ensures the competitors run the prescribed race distance.
- 5-6-4** The results of running events are based on head-to-head competition and all contestants should have the opportunity to compete in the heat earned by the athlete's place and/or qualifying times. Consistent with current trends in the sport.
- 5-7-3** Reinforces the concept that distance races (800, 1600 or 3200) only use a standing start. Consistent with current trends in the sport.
- Rules 6
and 7** Reorganizes Rules 6 and 7 into one rule "Field Events" to avoid duplicity in the rules, remove unnecessary language, be more concise in the presentation of the events rules and create a section on general rules for all field events.
- 6-2-6** For purposes of risk management, warm-ups in a field event may not take place until the venue is declared open and required supervision is in place. For further risk minimization for athletes, spectators and officials involved in the event,

athletes should be prohibited from picking up an implement and doing turns while other competitors are completing their throws or using the runway during the competition unless they have been called for their attempt.

- 6-2-10** Clarifies how trials are recorded when a legal implement breaks during competition. More appropriate to list within rule rather than a NOTE.
- 6-7-9e** The top or sides of the stopboard are outside of the ring and touching outside of the ring is not compliant with leaving from the back half of the circle and is a foul.
- 7-2-1** The NFHS rules allow several special events to be added to the order of events but no specific event rules are written. By utilizing USATF Youth event rules, there are standard rules which are age appropriate. However, state associations may already have appropriate rules in place and this should be an option stated in the rules.
- 8-1-3b** Clarifies that either directional flags and/or sign posts shall be used in cross country.
- 9-2-2**
3-17-2 Officials need guidance as to where to place the wind gauge when there are multiple takeoff boards. As the rule is currently written, it implies either having to move the wind gauge between jumps or having a second gauge. As the better jumpers will most likely use the farther board, it is logical to have the wind gauge at the location farthest from the pit.

2017 Major Editorial Changes

- 3-4-4** Clarifies the referee has the sole authority for ruling on irregularities not covered within the rules.
- 6-4-8** Clarifies the three consecutive passed heights must take place before the competitor attempts a jump.
- 6-5-15** Clarifies when the two minutes of warm-up jumps are permitted when a competitor has passed three consecutive heights with no attempted jump.
- 8-7-a-f** Reorganized actions resulting in disqualification for clarity

2017 Editorial Changes

4-6-1 NOTE 1, 4-6-1 NOTE 2, 5-10-9, 5-10-10, 6-1-8, 6-5-11, 6-5-15, 6-9-10f

2017 Points of Emphasis

1. Sportsmanship
2. Heat Acclimatization and Preventing Heat Illness
3. Use of Rubber Discus in Practice and Competition
4. NFHS Track and Field Uniform Regulations



**CENTRAL COAST SECTION
Sanctioned Tournaments/Meets
Spring 2017**



<u>Name of Tournament</u>	<u>Host School</u>	<u>Sport</u>	<u>Gender</u>	<u>Level</u>	<u>Tournament Dates</u>	<u>Application Received</u>	<u>Last reviewed</u>	<u>STATUS</u>	<u>Counts as of contacts</u>	<u>Minimum # of contacts</u>	<u>Maximum # of contacts</u>	
Track & Field												
Alisal Invitational	Alisal	T&F	B/G	V/JV-FS	4/29	12/1	12/12	approved	1	1	1	
Santa Cruz Coast Relays	Aptos	T&F	B/G	V	3/4	11/30	11/30	approved	1	1	1	
Bellarmine-Kiwanis Invitational	Bellarmine	T&F	B/G	VB/GV/ F-S	3/11	9/27	9/27	approved	1	1	1	
"Gatic Classic"/Don Christopher Track Inv.	Christopher	T&F	B/G	V/FS	3/18	11/15	11/15	approved	1	1	1	
Cupertino HS/DeAnza College Invitational	Cupertino	T&F	B/G	V/FS	4/8	12/5	12/12	approved	1	1	1	
Firebird Relays	Fremont	T&F	B/G	V/FS	3/25	10/18	10/18	approved	1	1	1	
Avis Kelley Invitational	Gilroy	T&F	B/G	V/FS	3/25	3/15	5/23	approved	1	1	1	
Mustang Multis	Gilroy	T&F	B/G	BV/GV/ BFS	3/4	11/29	11/30	approved	1	1	1	
Serra Top 7 Invitational	Junipero Serra	T&F	B/G	V/JV-FS	4/15	12/9	12/12	approved	1	1	1	
Serra Throwers Meet	Junipero Serra	T&F	B/G	V/FS	3/25	12/9	12/12	approved	1	1	1	
King City Invitational	King City	T&F	B/G	V/JV/FS	4/1	11/1	11/7	approved	1	1	1	
Don Bell Quicksilver Classic	Leland	T&F	B/G	V/FS	4/8	11/1	11/3	approved	1	1	1	
Top 8 Track Classic	Los Gatos	T&F	B/G	BV/GV/ BFS	4/22	11/28	11/30	approved	1	1	1	
Mills Invitational	Mills	T&F	B/G	V/FS	4/29	12/9	12/13	approved	1	1	1	
The RustBuster Invitational	Monta Vista	T&F	B/G	V/JV/FS	3/4	4/20	5/23	approved	1	1	1	
North Salinas Time Trials	North Salinas	T&F	B/G	V	3/4	12/9	12/12	approved	1	1	1	
Freshman Focus Invitational	North Salinas	T&F	B/G	Fr	3/17	12/9	12/12	approved	1	1	1	
North Salinas Invitational & Relays	North Salinas	T&F	B/G	V/FS	4/8	12/9	12/12	approved	1	1	1	



**CENTRAL COAST SECTION
Sanctioned Tournaments/Meets
Spring 2017**



<u>Name of Tournament</u>	<u>Host School</u>	<u>Sport</u>	<u>Gender</u>	<u>Level</u>	<u>Tournament Dates</u>	<u>Application Received</u>	<u>Last Approved</u>	<u>STATUS</u>	<u>Counts as</u>	<u>Minimum # of contacts</u>	<u>Maximum # of contacts</u>
Peninsula Kickoff Distance Carnival	Nueva	T&F	B/G	V	3/4	12/6	12/15	approved	1	1	1
Royal Relays	Overfelt	T&F	B/G	V/FS	4/1	11/15	11/30	approved	1	1	1
49th Annual Rotary T&F Invitational	Pacific Grove	T&F	B/G	V/FS	4/29	7/26	7/26	approved	1	1	1
Palo Alto-Stanford Invitational	Palo Alto	T&F	B/G	V	3/31-4/1	12/8	12/9	approved	1	1	1
Bill Kearney Invitational	Salinas	T&F	B/G	V/FS	4/15	10/10	10/11	approved	1	1	1
Bearcat Invitational	San Mateo	T&F	B/G	V/FS	4/15	12/9	12/12	approved	1	1	1
Knights Invite	Soquel	T&F	B/G	V	4/29	10/11	10/12	approved	1	1	1
St. Francis Track & Field Invitational	St. Francis	T&F	B/G	V/FS	3/18	11/1	11/3	approved	1	1	1
Wildcat Frosh/Soph Invitational	St. Ignatius	T&F	B/G	F/S	3/4	12/7	12/12	approved	1	1	1
TKA Track & Field Invitational	The Kings Acad.	T&F	B/G	V/FS	3/11	11/28	11/30	approved	1	1	1
Winter Time Trials	Watsonville	T&F	B/G	V/JV	3/3	11/1	11/3	approved	1	1	1
Wildcat Relays	Watsonville	T&F	B/G	V/JV	3/11	11/1	11/3	approved	1	1	1
Willow Glen Track & Field Invitational	Willow Glen	T&F	B/G	V/FS	3/4	11/15	11/15	approved	1	1	1



CIF/CENTRAL COAST SECTION

CONFERENCE & LEAGUE ALIGNMENT BY SPORT

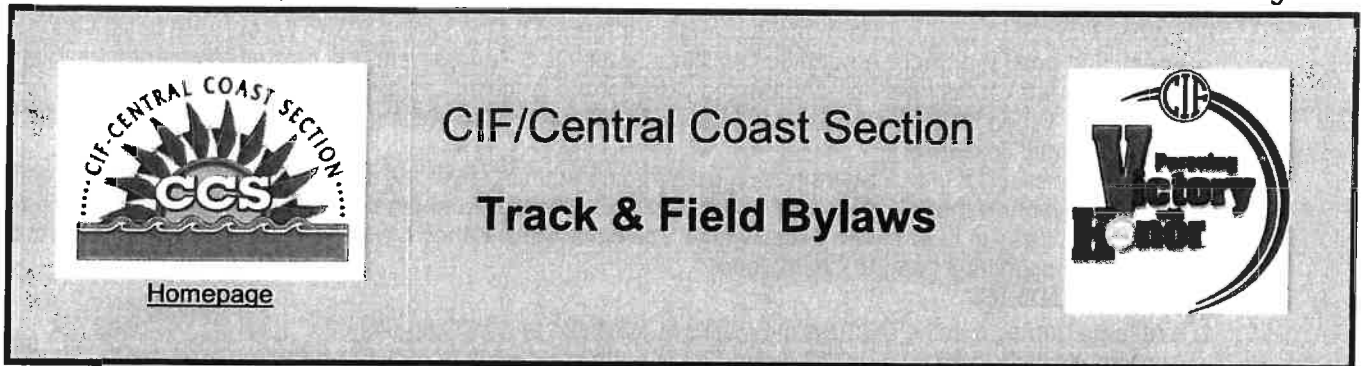
2016-2017

TRACK & FIELD

<u>BVAL</u>			<u>SCVAL</u>		<u>PAL</u>				
<u>MT. HAMILTON</u>	<u>SANTA TERESA</u>	<u>WEST VALLEY</u>	<u>DEANZA</u>	<u>EL CAMINO</u>	<u>Bay</u>	<u>Ocean</u>	<u>Lake</u>		
Branham	Andrew Hill	Del Mar	Gunn	Cupertino	Aragon	Capuchino	El Camino		
Leigh	Evergreen Valley	Gunderson	Homestead	Fremont	Burlingame	Carlmont	Jefferson		
Leland	Lincoln	Independence	Los Altos	Monta Vista	Menlo-Atherton	Half Moon Bay	Oceana		
Mt. Pleasant	Oak Grove	James Lick	Los Gatos	Mountain View	Mills	Hillsdale	San Mateo		
Santa Teresa	Piedmont Hills	Live Oak	Lynbrook	Santa Clara	Sequoia	Terra Nova	So. San Francisco		
Silver Creek	Pioneer	Overfelt	Milpitas	Saratoga	Westmoor	Woodside			
Westmont	Prospect	San Jose	Palo Alto	Wilcox					
Willow Glen	Sobrato	Yerba Buena							
<u>WCAL</u>		<u>MTAL</u>		<u>WBAL</u>		<u>SCCAL</u>		<u>MBL (pending)</u>	
Archbishop Mitty	Anzar	Castilleja	Aptos	<u>Gabilan</u>	<u>Pacific</u>				
Arch. Riordan (B)	Carmel	Crystal Springs	Harbor	Alisal	Everett Alvarez				
Bellarmino (B)	Georgiana Bruce Kirby	Eastside Col. Prep	San Lorenzo Vly	Christopher	Gilroy				
Junipero Serra (B)	Gonzales	Harker School	Santa Cruz	North Monterey Co.	Monterey				
Presentation (G)	Greenfield	King's Academy	Scotts Valley	North Salinas	Monte Vista Christian				
Sacred Heart Cath	King City	Menlo	St. Francis SCP	Notre Dame-Sal.(G)	Pajaro Valley				
St. Francis	Marina	Mercy-Burlingame	Soquel	Palma (B)	Seaside				
St. Ignatius	Oakwood	Mercy-San Francisco		Salinas	Watsonville				
Valley Christian	Pacific Collegiate	Notre Dame- Bel (G)		San Benito					
	Pacific Grove	Notre Dame-SJ							
	Santa Catalina (G)	Nueva							
	Soledad	Pinewood							
	Stevenson	Priory							
	Trinity Christian	Sacred Heart Prep							
	York								
INDEPENDENT: Downtown College Prep, Kehillah Jewish, Latino College Prep, Thomas More, University Prep Academy									

**CENTRAL COAST SECTION
Track Field Championships
2017 LEAGUE ENTRIES**

GIRLS LEAGUES	LG. ENROLLMENT	FORMULA TOTAL	AUTO ENTRIES	NO ADD'L ENTRIES TO FILL 32	TOTAL LG. ENTRIES
BVAL	42,253	8.891	8		8
MBL	24,487	5.153	5		5
MTAL	8,961	1.886	2		2
PAL	25,129	5.288	5		5
SCCAL	6,419	1.351	2		2
SCVAL	27,377	5.761	6		6
WBAL	8,006	1.685	2		2
WCAL	9,438	1.986	2		2
TOTAL	152,070		32		32
BOYS LEAGUES	LG. ENROLLMENT	FORMULA TOTAL	AUTO ENTRIES	NO ADD'L ENTRIES TO FILL 32	TOTAL LG. ENTRIES
BVAL	42,253	8.962	8		8
MBL	24,787	5.257	5		5
MTAL	8,505	1.804	2		2
PAL	25,129	5.330	5		5
SCCAL	6,419	1.362	2		2
SCVAL	27,377	5.807	6		6
WBAL	3,882	0.823	2		2
WCAL	12,516	2.655	2		2
TOTAL	150,868		32		32
<i>Changes in enrollments for 2016-17 have provided no changes from 2015-16</i>					



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|--|-------------------|-----------------------------|
| 1. SCHEDULED MEETINGS | 7. RULES | 12. SPORTSMANSHIP |
| 2. MEET DATES / SITES | 8. APPEALS | 13. ELIGIBLE ATHLETES |
| 3. QUALIFYING FROM LEAGUE TO SEMI-FINALS | 9. MEET OFFICIALS | 14. PASSES |
| 4. QUALIFYING FROM SEMI-FINALS TO FINALS | 10. UNIFORMS | 15. MEET PROGRAMS |
| 5. QUALIFYING FROM SECTION FINALS TO STATE | 11. AWARDS | 16. PARTICIPANT INFORMATION |
| 6. SEEDING | | |

Section 1. SCHEDULED MEETINGS

- A. Organizational:** **WEDNESDAY, JANUARY 11, 2017 @ CCS Office, 7:00 PM**
B. Evaluation: **MONDAY, JUNE 5, 2017 @ CCS Office, 4:00 PM**

SECTION 2. MEET DATES

The 2017 CCS Track & Field Championships are scheduled as follows:

Semi-Finals: SATURDAY, MAY 20, 2017 -- Field Events – TBA; Running Events – TBA

Finals: FRIDAY, MAY 26, 2017 -- Field events - 4:00 PM; Running events - 6:00 PM

SITES: The CCS Commissioner and/or staff shall be responsible for all contracts for sites used during the CCS Play-offs. The CCS Commissioner and/or staff have sole authority to schedule or cancel sites, as well as full discretion as to the assignment or re-assignment of teams to times and sites throughout the CCS Play-offs. The CCS Commissioner and/or staff have the final authority in any disputes over sites or times of play, and the decision of the CCS Commissioner is not subject to appeal, due to the immediacy of running the Tournament for the good of the whole. Neutral sites are not a policy of the CCS and should not be expected in any rounds of play. Sites will be assigned by the CCS for the good of the Tournament.

Section 3. QUALIFYING FROM LEAGUE MEETS TO SEMI-FINAL MEET

- A.** There will be 32 qualifiers to the CCS Semi-Final Meet, determined as follows:
1. Each League/Division will have at least two (2) Automatic Qualifiers.
 2. The remaining qualifiers to equal 32 will be divided among the Leagues, using the following formula:
 - a. The combined total enrollment for each League (current year's grade 9-12 CBEDS enrollment figures for all schools competing in Track & Field) will be divided by the total Section enrollment (current year's grade 9-12 CBEDS enrollment figures for all schools competing in Track & Field); then multiplied by 32;
 - b. The derived value in **A.-2.-a.** above must be a whole number. No rounding up of decimals will apply under **A.-2.-a.**
 - c. No league will have more than eight (8) automatic qualifiers.
 3. If there are less than 32 qualifiers after implementing steps **A.-1.** and **A.-2.** above, one (1) additional qualifier will be awarded to each League, in ranked order, until all 32 qualifiers have been determined.
 - a. The Leagues will be ranked according to the decimal portion of the number computed in **A.-2.** above.
 - b. In the event that two (2) or more Leagues' decimal portions are the same, a coin toss will determine which is awarded the higher rank.
 4. League entries will be up-dated at the Track & Field Committee's Organizational meeting in **January**, then posted shortly thereafter on the CCS web-site (www.cifccs.org).
- B.** Only athletes (including relay teams) who qualify by performance and finish in their respective League Meets may go on to the Semi-Final Meet.
1. Any competitor who is disqualified from an event in his/her League Finals may not advance in that event to the Semi-Final Meet.
- C.** Qualifiers from League or CCS Championship Track & Field Meets may advance to the next post-season meet regardless of school affiliation. (This rule supersedes the limit of three [3] entrants from the same school contained in the **NF** Track & Field Rulebook.)
- D.** When two [2] or more basic Leagues join together to form two [2] or more supplemental Leagues, the following shall apply:

1. When two [2] or more supplemental Leagues are formed by the joining of two [2] or more basic Leagues that each had one [1] or more Automatic Qualifiers to the CCS Tournament, the new supplemental Leagues shall retain the total of their previous Automatic Qualifiers (e.g., basic League A and B each have one [1] Automatic Qualifier. When the new supplemental Leagues are formed, combining A and B, they will have a total of two [2] Automatic Qualifiers.).
2. The League Board of Managers having governance authority over the supplemental Leagues shall determine in its bylaws how those Automatic Qualifiers will be allocated from the supplemental Leagues. In the absence of a basic League tournament to determine Section qualifiers, they MUST allocate an automatic berth to each of the supplemental League Champions.

E. AT-LARGE ENTRIES

1. At-large entries into the CCS Semi-Finals are available to qualifying athletes. If an athlete does not automatically qualify for the CCS Semi-Finals but his/her mark from their performance at the final League event which qualifies athletes to the CCS Semi-Finals at the Varsity level is equal to or better than the average of the eighth (8th) place qualifying mark to the CCS Finals from the three [3] most recent years, then that athlete will be added to the CCS Semi-Final competition. This provision is for all events, including relays.

2017 CCS AT-LARGE ENTRY STANDARDS

Boys:							
100	11.14	1600	4:23.28	400R	43.77	HJ	6'2
200	22.53	3200	9:31.77	1600R	3:27.58	PV	13'0
400	50.68	110HH	15.29	LJ	21' 02	Shot Put	47'11
800	1:57.81	300IH	40.05	TJ	43'0	Discus	144'11
Girls:							
100	12.52	1600	5:06.35	400R	49.35	HJ	5'1
200	25.59	3200	11:09.97	1600R	4:04.59	PV	10'10
400	58.97	110HH	15.55	LJ	17'01	Shot Put	36'7
800	2:18.06	300LH	46.70	TJ	35'08	Discus	114'6

2. At-Large entries will be allowed in the 800, 1600 and 3200; however, extra heats will not be created.

F. LEAGUE RESULTS

1. League Representatives must submit their final League entries, after removing all scratches and inserting all alternates from their League, to the CCS Office and the Semi-Final Results Director by 9:00am, on the Tuesday prior to the CCS Semi-finals.
2. Once League entries are submitted for the CCS Semi-Final Meet, alternates will not replace scratched athletes.
3. League entries, from League Qualifying Meets, are to be submitted electronically, via e-mail as described in the CCS Track & Field Participant Information Bulletin and also as posted on the CCS web site.

Section 4. QUALIFYING FROM SECTION SEMI-FINALS TO SECTION FINALS

A. RUNNING EVENTS

1. **Running Events (except the 800 m, 1600m and 3200m):** Eight [8] finalists. Winners of each heat, plus the next fastest, qualify for the Finals.
2. **800 m:** Three (3) equal heats using alley starts. Twelve athletes will advance following the current CIF State Meet formula for advancement.
3. **1600m:** Two [2] equal heats. Top four (4) finishers in each heat, plus the next four (4) fastest, qualify for the Finals.
4. **3200m:** Two [2] equal heats. Top four (4) finishers in each heat, plus the next four (4) fastest, qualify for the Finals.

B. FIELD EVENTS

1. **Long Jump, Triple Jump, Shot Put, and Discus:** Four [4] attempts. The top twelve (12) qualify for the Finals. Semifinal marks do not carry over to the finals. The twelve (12) qualifiers from the semifinals will be given three trials at the finals. The competitors with the eight (8) best marks will be given three additional trials.
2. **High Jump and Pole Vault:** The Games Committee will determine whether meet logistics will allow for the events to be conducted to completion. The top eight [8] athletes, and any "perfect ties" for 8th place, will qualify for the Finals.

Section 5. QUALIFYING FROM SECTION FINALS TO STATE MEET

- A. CCS qualifies three [3] in each event to the State CIF Meet.
- B. There is no provision for granting hardship exemption from competing in the Section Semi-Finals and Finals Meet. An athlete MUST compete in the CCS Meet to qualify for the State Meet.

C. AT-LARGE ENTRIES

An athlete shall earn an At-Large entry into the State Meet if his/her mark at the Section Finals is equal to or better than the average of the 9th-place qualifying marks to the State Meet Finals from the three [3] most recent years (*CIF By-Law 2802*).

2017 STATE CIF AT-LARGE ENTRIES

Boys:							
100	10.77	1600	4:14.83	400R	41.82	HJ	6' 07
200	21.76	3200	9:07.17	1600R	3:18.74	PV	15' 00
400	48.29	110HH	14.35	LJ	22' 04	Shot Put	55' 00
800	1:53.61	300IH	38.29	TJ	46' 02	Discus	168' 02
Girls:							
100	11.97	1600	4:55.96	400R	47.28	HJ	5' 05
200	24.21	3200	10:35.62	1600R	3:50.20	PV	11' 10
400	55.53	110HH	14.14	LJ	18' 01.00	Shot Put	41' 04.00
800	2:11.17	300LH	42.91	TJ	38' 01.00	Discus	132' 03

Section 6. SEEDING PROCEDURES**A. RUNNING EVENTS REQUIRING TRIAL**

1. Equal heats will be formed. Heat winners, plus the next fastest times, qualify for the Finals. (League Champions and Heat winners are not "protected" in the seeding process. Athletes are seeded by time or mark.)
2. Semi-Final winners will be seeded by time.
3. Lanes in heats will be assigned in accordance with the NFHS rules by the games committee.
4. **Stagger-Start:** In the Section Meet, the stagger-start for all running events, except the 800m, 1600m and 3200m, will be the same as used at the current year's CIF State Meet.
5. **Alley-Start:** In the Section Meet, the alley-start will be used for the 800m, 1600m and 3200m. Seeding for these races will be the same as used for the CIF State Meet.

B. FIELD EVENTS**1. Shot Put, Discus, Long Jump & Triple Jump:**

- a. Athletes will be seeded on the basis of League qualifying marks, with the best mark last, broken into an equal number of competitors in each flight. Each flight will take four [4] attempts before moving to the next flight. The top flight in all cases will be last.
- b. The twelve [12] best will advance to the Finals.
- c. In the event of a perfect tie, all competitors will advance in that event.
- d. At the Section Finals, the athletes will be seeded 1 to 12 on the basis of qualifying marks, with the best competing last. Each athlete will take three [3] trials. The top eight [8] and ties (must be a fair attempt) from the trials will take three [3] final efforts in inverse order of standings at the end of the trials. Each fair attempt will be marked, and the time-limit will be observed *in accordance with NFHS rules*.
- e. If a contestant is entered in a track event and a field event at the same time, he/she should first sign out and be excused by the field event judge, then report to the Clerk-of-the-Course. Coaches may check in their athletes for running events while the athlete is competing in a field event. He/she must report back to the field event immediately after completion of the running event. He/she will be allowed 10 minutes to recover before resuming competition in the field events.

2. High Jump and Pole Vault:

- a. Athletes will be seeded on the basis of League qualifying marks, with the best mark last. Continuing flights of "five alive" will be used at each height.
- b. Starting heights will be determined by Meet Management after all entries are submitted. Under no circumstances will the opening height be higher than the 40th percentile of League entry marks.
- c. The eight [8] competitors with the best marks will advance to the Finals. Any athlete involved in a tie, which cannot be broken by NFHS rules ("perfect tie"), for the eighth qualifying position will advance to the finals.
- d. If a contestant is entered in a track event and a field event at the same time, he/she should first sign out and be excused by the field event judge, then report to the Clerk-of-the-Course. Coaches may check in their athletes for running events while the athlete is competing in a field event. He/she must report back to the field event immediately after completion of the running event. He/she will be allowed 10 minutes to recover before resuming competition in the field events. An athlete may request the Head Event Official to complete his/her trials at the current height out of order or opt to return to the event with the number of trials remaining he/she was excused with. In both cases, the competition will continue and the athlete will return at wherever the crossbar has been raised during his/her excused absence.
- e. The time limit rule will be in effect in the high jump and pole vault in accordance with the NFHS rules.

- f. Ties for First-Place, or CIF-qualifying, will be resolved by using the **NF** rule-book tie-breaking procedures; or, if still unresolved, by pre-determined jump-off heights.

Section 7. RULES

A. The 2015-2016 NFHS Track & Field Rules will be used.

B. COACH MUST BE PRESENT

Coaches are expected to be present for the entire Meet. All athletes competing in any CCS contest (scrimmages, alumni contests, pre-season, League and CCS Play-offs) must be accompanied by a coach that meets the following criteria, as addressed in CIF Bylaws 308 and 506:

1. **MUST BE THE "REGULAR COACH"** The coach of either a public or private school team or athlete must be the coach of record for that school for the current season and must comply with all requirements of CIF Bylaw 506:
 - a. **PUBLIC SCHOOLS** - All public school teams must be coached by persons who meet the requirements of the California Education Code and California Administrative Code Title V.
 - b. **NON-PUBLIC SCHOOLS** - In the case of a non-public school, persons engaged by that school on a yearly contract basis as regular members of the school coaching or teaching staff and certified by the administrator for that school as competent for the position held.
 2. **EMERGENCY SITUATIONS** In the case of an emergency ONLY, the Principal of the school may designate an alternate coach, as long as it is done in writing prior to the contest and submitted to the League Commissioner for all pre-season and League contests, and the CCS Commissioner for CCS Play-off contests. Any alternate coach **MUST** be an individual who meets all the conditions, as stipulated in **Section 7.B-1.** above.
 3. **NO COACH PRESENT = STUDENT INELIGIBLE TO PARTICIPATE**
- C.** Competitors must check in with the clerk of the course or the field-event judge no later than 15 minutes prior to the published start time for that event.

Section 8. APPEALS

A. HARDSHIP APPEALS:

1. Hardships may only be considered for qualification from League to the Semi-Finals;
2. Hardship only applies to an illness/accident that is non-sports related;
3. The athlete must be under a medical doctor's care;
4. Any request for hardship must be presented to the League Meet Director, IN WRITING, before the start of the athlete's first race in the League meet;
5. The athlete must have posted a previous mark that is better than the last qualifier's mark;
6. The hardship hearing will be held on the second working day following the request for hardship;
7. Appeals shall be conducted according to the respective League's By-Laws.
8. A run-off/throw-off/jump-off between the athlete with the hardship and the last qualifier, will be held no later than two [2] days before the Sectional Semifinals. The site will be determined by the League.

B. THE JURY OF APPEALS:

At Semi-Finals and Finals -The meet director shall appoint a jury of appeals with approval of the CCS office. Appeals will be addressed immediately, and are final, with no further action to follow.

Section 9. MEET OFFICIALS - Section Semi-Finals and Finals

A. League responsibilities for providing Field Event judges and other Meet personnel are as follows:

***Note: To be reviewed and confirmed. Any changes will be determined at the Organizational meeting in January*

<u>Event:</u>	<u>League Responsibility</u>
LONG JUMP:	WVAL - Girls / MTAL - Boys
HIGH JUMP:	SCVAL - Girls & Boys
DISCUS:	STAL- Girls / WBAL - Boys
POLE VAULT:	WCAL - Girls / MBL (Gabilan) - Boys
SHOT PUT:	SCCAL - Girls / MHAL - Boys
TRIPLE JUMP:	MBL (Pacific) - Girls / PAL - Boys
Turn Judges/Inspectors:	MHAL(2); WCAL(1); PAL(2); SCVAL(2); WBAL (2); MBL (Gabilan) (1)
Hurdles:	WCAL

***ALL LEAGUES SHALL PROVIDE THEIR OWN CREWS AND EQUIPMENT
NECESSARY TO CARRY OUT THEIR RESPONSIBILITIES.***

B. Any League not providing personnel **45** minutes prior to the start of its assigned event shall be fined \$100.

Section 10. UNIFORMS

As per **NFHS** Rule 4-3.

Section 11. AWARDS & SCORING

Awards will be presented at the Finals, for both Girls and Boys, as follows:

- A. *Team Trophies*: Champion, Runner-Up, 3rd- and 4th-Place;
 - 1. Scoring for 8 places shall be as follows: 10,8,6,5,4,3,2,1
 - 2. In case of a tie by two (2) or more competitors for any place scoring in a event, the points for all places involved shall be divided equally among the tying competitors.
- B. *Medals*: The top six [6] finishers in each event (must have a mark to receive a medal);
- C. *Plaques*: Awarded to the Coach of each Champion Team.

Section 12. SPORTSMANSHIP

A. The member-schools of the CIF/Central Coast Section are committed to providing a sportsmanlike environment for students, coaches, and spectators

Our Sportsmanship Definition is:
A person who can take a loss or defeat without complaint, or victory without gloating, and who treats his/her opponents with fairness, courtesy and respect.

B. The following behavior is **unacceptable** at all CIF/CCS High School contests:

- berating your opponent's school or mascot
- complaining about officials' calls (verbally or in gestures)
- berating opposing players
- artificial noise-makers
- obscene cheers / gestures
- negative signs

C. To this end, each school is required to submit one (1) signed Sportsmanship Contract on or prior to September 15 of the school year. This contract confirms that the principal has verbally and through written communication addressed the importance of sportsmanship to his/her student body, faculty and community.

D. **Each Principal** is required by the CCS Board of Managers to meet with any individual or team from his/her school participating in the CCS Tournament to review CCS Sportsmanship Information.

(REQUIRED PRE-GAME SPORTSMANSHIP MEETING)

E. **Coaches** will attend a meeting with the Site Director the first day of the meet where they will be reminded of the importance of good sportsmanship and to make certain their Administrators have reviewed this information with their athletes in the past week.

Section 13. ELIGIBLE ATHLETES

A. All athletes must be in good standing with their school, League and CCS in order to compete. No ineligible athletes will be allowed to compete.

B. Any participant or coach who is ejected from the Semi-Finals or Finals Section Meet for FLAGRANT MISCONDUCT or UNSPORTSMANLIKE BEHAVIOR will be disqualified from all remaining meets in that sport that season, including the CIF State Meet.

Section 14. PASSES

A. **ONLY** CCS and State-CIF Passes will be honored.

B. Coaches (a maximum of five [5] official school Track & Field coaches) will be admitted at the "Participants' Gate."

Section 15. MEET PROGRAMS

Programs will be produced by the CCS office and placed on sale at the Section Meet.

Section 16. TOURNAMENT INFORMATION

The *Participant Information Bulletin* will be sent to all schools and the media approximately three [3] weeks prior to the start of the Tournament.

**OTHER IMPORTANT DOCUMENTS RELATED TO PLAYOFFS:****CCS PLAYOFF POLICY - Click here to see entire policy****SEASON LONG LEAGUE PLAY**

The sole purpose of CCS Playoffs is to provide a post-season championship event for its member school teams and athletes who have been engaged in season-long league play in a given sport.

- A. Section playoffs are to be conducted as the culminating activity for teams and/or individuals who have been engaged in season-long league play in a given sport.
- B. Schools or leagues which do not conduct a given sport on a recognized league basis for the majority of a given sport season will not be allowed to enter playoff competition. Exceptions to this general policy may be made by the Board of Managers as a result of a unique, short-term and specific circumstance beyond a school's control that directly causes the school to be unable to participate in that sport in season-long league play,
- C. In individual sports, (swimming, track & field, cross country, tennis, golf, gymnastics, badminton, wrestling), a student athlete must compete in at least $\frac{1}{2}$ of the regularly-scheduled league meets in order to participate in the CCS playoffs in that sport. The specific qualification standards outlined in the CCS bylaws for each of these sports must be met in addition to this general minimum participation standard. Exceptions to this rule may be considered by the league ONLY
 - o if there is a serious medical condition or hardship that is beyond the student's control and which clearly and solely causes their lack of participation in a minimum of $\frac{1}{2}$ of their regularly-scheduled league contests OR
 - o if the student has corrected a scholastic ineligibility in the most recent grading period which occurs after the first half of the league season is complete and which directly and solely causes their lack of participation in a minimum of $\frac{1}{2}$ of their regularly-scheduled league contests.
 - o if through internal team competition and ladder movement an athlete has not had the opportunity to participate in $\frac{1}{2}$ the regular-scheduled league contests.

CCS SPORTSMANSHIP POLICY - Click here to see entire policy

HS/USATF Chief Official's Overview Training Program

Introduction and Purpose

To offer a basic overview of officiating supported by written instructions and model forms to help ensure that each competitor experiences a fair competitive opportunity and receives accurate marks for their efforts.

This program is designed to help the high school or youth club meet director take the needed steps to produce a well-officiated track and field meet. This modular approach offers one page task descriptions supported by model forms to enable the meet director to help inexperienced volunteer officials gain a basic understanding of the appropriate application of track and field rules. The Pacific Northwest Track & Field Association of USA Track & Field hopes that as a result of these materials volunteer officials will feel better prepared to assist the school or club to provide the high quality meet each athlete deserves.

Covering all aspects of a meet from initial volunteer recruitment to the reporting of final results, this content focuses on providing the volunteer with the specific information needed to effectively execute her/his assigned officiating responsibility. Though not intended to produce USA Track & Field Certified Officials, this material provides a general overview of the major rules and officiating duties for key event areas. It also offers useful tips and techniques to increase the volunteer official's confidence to properly officiate an event.

Recruitment

Volunteer officials should be identified and recruited as far in advance of the meet as possible. A simple listing of needed tasks (*see sample assignment sheet*) with a brief description of the duties should be prepared to facilitate sign-up and recruitment efforts—often this is best accomplished by describing the needs and distributing a sign-up sheet at the season opening parents meeting. The tasks description should also describe meet date and location, start time for the first event, volunteer arrival time and who should be contacted for check-in and final assignment.

Set-up

In advance of the meet, all clipboards, watches, measuring tapes, pencils, waterproof paper forms, plastic sheet covers, flags, cones and other officiating materials should be set up by event. As well, a brief description of the officiating tasks and a photocopy page of the applicable rules should be attached to each clipboard. Other set-up considerations include:

- Placing the hurdles at their proper height and location for the first event
- Setting up the high jump and pole vault standards as well as required mats
- Preparing the long/triple jump pit – light watering and aggressive raking
- Making sure that the head official is ready to receive athletes and supervise warm-ups a minimum of 30 minutes prior to the scheduled field event start time
- Establishing a Clerking area in a visible location and providing the Clerk with all heat sheets
- Establishing a visible officials check-in/equipment check-out area
- Checking that the watches are working properly and ready for check-out by the head timer
- Announcer has a calls schedule (script), has tested the public address system and is ready to make the announcement for officials to report to their assigned area 30 minutes prior to the first event start time

Arrival

Each volunteer should receive a phone call 24-48 hours prior to the meet to confirm the commitment to officiate as well as the arrival time and check in procedure. Ideally, the arrival time should be 60 minutes prior to the start of first event (and not less than 30 minutes) to permit each volunteer to receive and review an officiating assignment and instructions. It is particularly important to have the field event, timing/picking, announcer and hurdle crew personnel arrive early since their duties require more preparation and instruction. This early preparation is the best assurance of the meet starting on time. It also establishes in everyone's mind the expectation that the meet will operate and be officiated effectively.

Instructions to Athletes and General Order of Events

Event Check-In. Field event athletes generally check in at the event area with the Head Official. Track event athletes check in with the Clerk immediately following the first call for the event (15 minutes prior to start).

Order of Events. For high school meets, the normal order of events is similar to the following (gender order can be reversed):

Track Events

Boys 4 x 100 meter relay
Girls 4 x 100 meter relay
Boys 1600 meter run
Girls 1600 meter run
Boys 110 meter hurdles
Girls 100 meter hurdles
Boys 400 meter dash
Girls 400 meter dash
Boys 100 meter dash
Girls 100 meter dash
Boys 800 meter run
Girls 800 meter run
Boys 300 meter hurdles
Girls 300 meter hurdles
Boys 200 meter dash
Girls 200 meter dash
Boys/Girls 3200 meter run
Boys 4 x 400 meter relay
Girls 4 x 400 meter relay

Field Events

Boys (/Girls) pole vault
Girls/Boys high jump
Boys Shot Put followed by Girls Shot Put
Girls Discus followed by Boys Discus
Boys/Girls triple jump
Boys/Girls long jump

Qualities and Considerations for Being a Good Track & Field Official

Responsibility. The basic responsibility of every official is to work as part of a team to create a competitive environment in which each competitor has a fair opportunity to achieve her/his best performances, with no competitor gaining an advantage or suffering a disadvantage.

Considerations/Approach

1. **Athlete Centered.** Always use a proactive *athlete centered* approach to officiating. The interests of the athletes must be considered as primary. The competitors are the central reason for having a meet, not the officials or spectators.
2. **Proactive.** Ensure a fair competition – take proactive steps to avoid having to make a call – the goal is not "to catch the competitors" but rather to seek a fair competitive opportunity for all.
3. **Consistent.** Treat all competitors and events equally – no one should get special treatment, but consideration should be given to ensuring to each the fair opportunity to compete. Sometimes fairness requires a referee's decision to disqualify; do not shy from this duty when required.
4. **Positive Attitude.** Take a positive approach to interactions. A dictatorial manner is usually upsetting and distracting to nervous competitors. Never take an action which interrupts the competition – all actions are taken once the running event or field event trial has been completed.
5. **Professionalism.** In field events, consider the needs of the competitors, spectators and coaches. Announce all marks clearly. In running events, stay off the track and avoid unnecessary movement.
6. **Teamwork/Communication.** Work as part of a *team of officials*; ensure clear communications with fellow officials and with competitors. Take the initiative to clarify to avoid possible problems.
7. **Stay On Time.** Every official has a role to ensure that the meet runs on time. Each competitor who reports by the designated time needs an adequate and predictable warming up period. A poorly administered schedule may result in poor performances, lost confidence or injuries.

Key Qualities

The basic qualities required of an effective official are to:

1. Exercise teamwork, common sense, judgment, tact and a proactive approach to assigned tasks.
2. View officiating as both an art and a science – consider the circumstances in applying the rules.
3. See every meet and every event as important – to maintain fairness, objectivity, consistency and impartiality in every situation and in every event.
4. Work as a team to exhibit and exercise a high level of professionalism, integrity and consistency.
5. Maintain a high standard of concentration and communication—remain prepared to react quickly.
6. Focus on safety and act decisively, brisk but not brusque. Be solutions oriented.
7. Be knowledgeable of the appropriate application of the rules to the situation – always verify any non-routine ruling by looking it up in the current rule book. Do not be afraid to ask or check.
8. Be understanding of the athletes' needs and circumstances – be present, but not highly visible.
9. Be patient and positive despite the conditions, statements of others or personal feelings.

Announcer

Characteristics, Tips and Techniques

An effective announcer has a clear voice, is observant and proactive, and is responsive to instructions and call schedules. Key considerations for the announcer include:

- Speak clearly and reasonably slowly
- Test the sound level to ensure that it is not too loud or soft—if working in a booth, test how it sounds outside the booth
- Check out the layout of the track and field areas to facilitate giving directions
- Use a *calls order script*, to keep the meet on schedule with pre-event calls (1st, 2nd and final)
- Allow the athletes' performances to speak for themselves, do not affect the competitive outcome by calling a running event like a horse race
- Announce *full* results for each event (place, competitor, school, time/mark) as soon as they are available
- Be attentive to the track, do not speak when athletes are under the Starter's control and assist the officials by reminding athletes not competing or warming up to remain in the stands

Sample Dialogue

- 3:00 "Welcome to the ABC track meet, official meet time is now 3:00. All field event athletes please report to your event area for check in." Point out the location of each event. "All running events are to check in with the Clerk of the Course who is located _____. All officials and volunteers are to check in with _____ who is located _____."
- 3:15 "First call for all field events—you should be reporting to your event area." Then note the assignment of Boys and Girls to their specific events. "First call for the Boys 4 x 100 meter relay. All boys in the 4 x 100 relay should check in with the Clerk of the Course who is located _____."
- 3:20 "Second call Boys 4 x 100 meter relay, first call Girls 4 x 100 meter relay. All Boys 4 x 100 meter relay runners should be reporting to the Clerk of the Course located _____."
- 3:25 "Final call Boys 4 x 100 meter relay, second call Girls 4 x 100 meter relay. All Boys in the 4 x 100 meter relay should be checked in at the Clerks area located _____."
- 3:29 "The first event on the track today is the Boys 4 x 100 meter relay." If available, list the lane assignments or at least the schools assigned to the lanes in the varsity races. "Final call for the Girls 4 x 100 meter relay. All Girl 4 x 100 meter relay runners should have checked in with the Clerk of the Course." Next get the crowd and officials ready for the start by saying: "Please be quiet for the start of the Boys 4 x 100 meter relay."

As the meet progresses, make the first, second and final calls at about five minute intervals (depending on the number of varsity and junior varsity heats) working at least two events ahead.

Finally, at the start of the of the 200 meter dash remind anyone in the infield to sit down so that timers can see the starter. Call the next field event when requested to do so by that area. To keep the crowd involved, announce the results of each event at the earliest possible point as well as a running score for the event at regular intervals: "After X events, the score is ____."

Meet Scorer

Role

To keep a written record of the competitors, the point winners in each event, a complete team score and complete final meet results. The Scorer will keep the announcer informed of the running total of the meet score at regular intervals throughout the meet. At the meet's conclusion the Scorer delivers these records to the Meet Director (often the Head Coach of the host team).

Tips and Techniques

1. Enter events and the scores only as the results become available from the finish line and field events areas. Do not enter any event names in advance, wait for the results.
2. Using a track and field scorebook or form, enter the points scored by each school for each event in the upper left-hand corner of the box under the appropriate column for that school. Then record the running meet score total in the lower right-hand corner of this box.

Example -- Girls Meet Score Scoring 8-6-4-2-1 Per Event

Event	School 1	School 2	School 3	School 4	School 5	Check Total (= 21)
100 m H	4 4	2 2	8 8	1 1	6 6	21
100 meters	6 10	8 10	1 9	4 5	2 8	21
Shot Put	8 18	6 16	4 13	2 7	1 9	21
1600 meters	5 23	2 18	8 21	0 7	6 15	21

After 4 events, the scores are:

School 1 = 23 School 4 = 7
 School 2 = 18 School 5 = 15
 School 3 = 21

3. If a place winner is disqualified, the lower place winners will advance to fill the vacant places.
4. If there is a tie by any number of competitors for any scoring position, the points for the tied positions are added together and divided by the number of competitors who are involved.

Hurdle Crew

Role

To place all needed hurdles on the track at their proper height and location at least 5 minutes prior to the start of each race and to remove the hurdles quickly immediately following the last heat requiring the hurdles.

Considerations, Tips and Techniques

1. **Supervisor.** Designate an individual to supervise the hurdle crew.
2. **Schedule with Location/Height Description.** The crew should be provided with an event schedule and listing of the proper locations (e.g., color of the track marking) and heights for each hurdle event. An effective tool is a stick with each height marked on it.
3. **Setting Hurdles.** In setting up hurdles, align the cross bar exactly over the mark on the track.
4. **Hurdles, Markings and Heights.** Correct number of hurdles and heights for each high school hurdle event are as follows:
 - Boys 110 Meter High Hurdles – 10 hurdles (generally on blue marks) on the straightaway with each hurdle set at a 39 inch height (often one hole down from the top).
 - Girls 100 Meter High Hurdles – 10 hurdles (generally on yellow marks) on the straightaway with each hurdle set at a 33 inch height (often three holes down from the top).
 - Boys 300 Meter High Hurdles – 8 hurdles (generally on red marks) around the track with each hurdle set at a 36 inch height (often two holes down from the top).
 - Girls 300 Meter High Hurdles – 8 hurdles (generally on red marks) around the track with each hurdle set at a 30 inch height (often four holes down from the top).
5. **Between Heats.** Between each heat, reset and straighten any hurdles which have been knocked over or moved during the preceding race. Focus first on the hurdles closest to the start line and work toward the finish. Make sure the crew is observant of runners taking practice starts.
6. **Removal.** Immediately after the last competitor in the last heat crosses the finish line, remove all hurdles to the inside of the track at least 10 feet from lane one. Start with the first set of hurdles and work toward the finish. Between the 100/110 meter and 300 meter hurdle events reposition the hurdles and the hurdle heights to their proper 300 meter hurdle position.
7. **Finish Chute.** If available, make sure that at least 6 spare hurdles are positioned behind the finish line area to be available for creating a *finish chute* for the 1600 and 3200 meter events.

Clerk of the Course

Role

To supervise the check-in of athletes, correction of heat sheets, gathering of athletes and escorting them to the starting line where they are turned over to the starter. All of the following four positions need to work in close harmony to keep the meet on time and moving efficiently — Announcer, Clerk, Starter and Head Timer. This starts with clerking – assigning lanes and recording names. An effective clerk is well organized, thinks well on their feet and is effective in working with people.

Considerations, Tips and Techniques

1. **Location.** The Clerk area should be established in a highly visible location (often near the 100 meter starting line or at the center of the infield). They should be provided with a table, chair, benches for gathering competitors and a clipboard with completed heat sheets.
2. **Heat Sheets.** At most high school meets lanes are assigned to schools rather than individuals and heat sheets must be completed in the Clerk area (**tip:** heat sheet forms should be copied onto waterproof paper to prevent deterioration during wet weather conditions).
3. **Check-in.** In checking in the competitors, the Clerk is responsible for:
 - checking in all athletes and assigning competitors to their proper starting position
 - making sure that all the information on the heat sheet is correct
 - in seeded meets, informing each athlete of her/his assigned lane
 - if lanes are assigned to schools rather than individuals, recording the name of the athletes in the pre-assigned lanes as they check in
 - assigning lanes starting with the inside lane and working out
 - in the case of relay events, checking that all four competitors have the same uniform
4. **Gathering/Holding.** Once the athletes are checked in, they should be told to stay in the general area so that they may be escorted/sent to the starting line in a group. Once the final call is given by the announcer, the next event's competitors can be seated on the bench in the order of their lane assignments (**tip:** place numbered cards on the back of the bench) until they are taken to the starting line.
5. **Instructions.** Since athletes tend to be more receptive to instructions in the Clerk area, instructions about the starting procedures (commands, number to advance, one false start rule... etc.) are best provided in the Clerk area. This approach also enables the Starter to quickly get the race started once the athletes have removed their sweats (thus preventing chills).
6. **Escorting and Heat Sheet Delivery to Finish Line** An Assistant Clerk should be responsible for escorting the athletes to the starting line and delivering the final heat sheets to the Finish Line Recorder.

Head Timer and Timing and Place Picking Procedures

Role

To assign and orient timers to time *specific places* (**never pick or time by lanes!!**).

Tasks

Often volunteers must both time and pick placers. Ask them to read the instructions (next page) and to ask any questions. The Head Timer is to be sure that the following tasks are completed.

1. Assign **timers (and pickers) to specific places**. Ideally, 2-3 persons would be assigned to time each scoring place with one or more persons assigned to the remaining places. The Head Timer should provide backup on first, but be available to substitute for another place should the place's primary timer's watch fail to start or if they did not get a good start.
2. Make sure that **every competitor** is timed and receives an official time (both junior varsity as well as varsity competitors).
3. Review and practice the following timing and picking procedures with each volunteer:
 - Start the watch on the smoke not the sound
 - Stop the watch as the *torso* (body, **not** the head, legs, neck or arms) crosses the finish line
 - Go to the person who finished in the place the person was assigned to time
 - Have runners stay in their assigned lanes and face back toward the finish line
 - In order of place, provide the placer's time to the Finish Line Recorder
 - Times recorded by **rounding up** to the next highest 1/10 of a second. For example:
 - 11.81 is recorded as 11.9
 - 11.86 is recorded as 11.9
 - 11.90 is recorded as 11.9
 - Do not clear any watches until all times are recorded and the Starter has called the next group to the starting line or when you are instructed to do so
 - When the Starter signals to start the next race, watches are to be cleared and ready
 - If the timer's watch has failed to start, or the person did not get a good start, timers are to immediately inform the Head Timer of their assigned place so the Head Timer can cover that place's timing responsibility
4. If a conflict occurs, priority will be given to the higher place and time.
5. Assign someone to hold the athletes in their lanes away from the Recorder until the times and places are recorded; then dismiss them.
6. Times should not be given to the athletes on the track. Wait until they become *official* (i.e. recorded, scored and posted). This is particularly important when using photo timing.
7. The Head Timer acts as back up in case a timer's watch does not start or a timer is not confident in the precise starting of the watch with the smoke of the Starter's pistol.
8. Never permit any timing by lanes, only allow timing by place.
9. Head Timer is to assign a person with a clear voice to call out lap splits in distance races.
10. Head Timer is to assign a lap counter for distance races—this person rings a bell to signal the start of the last lap of both the leader of the boys race and the girls race.
11. An effective method to accurately time and place in races of 12 or more competitors is to form a chute of hurdles just past the finish giving competitors numbered tongue depressors.

Instructions to Volunteer Timers and Pickers

Timers and pickers are being assigned by the Head Timer to time each individual place. Today we are assigning you to time and pick ___ place. Please read the following and ask any questions you have about its content. We will practice these procedures and using your watch. You are encouraged to sit out an event when your child is competing.

1. **Time By Place, Not By Lane.** Timers/pickers are always assigned to time a specific *finish placer* (e.g., first, third, fifth place); they are **never** to be assigned to time a lane.
2. **Start with Smoke, Stop with Torso:** Just prior to the start check your watch to make sure it is reset to zeros. Use the index finger to start the watch **on the smoke** from the starter's pistol (**never** the sound). Stop the watch when your assigned finisher's torso (i.e., the body: not including the arms, legs or head) crosses the front edge of the finish line.
3. **Pay attention to the entire race.** About 15 yards from the finish, check general placements, then turn to face the finish line. Count placers passing the line until your assigned place crosses the line and immediately stop your watch as your placer's torso crosses the line.



4. **Pick Your Assigned Finish Placer:** Upon stopping your watch, focus on your assigned place finisher. Identify some unique features since several may be from the same school. Move out onto the track and identify the placer's last name and school (number if worn).
5. **Identify the correct time.** If the watch shows 1/100's of second, all times will be recorded to the next highest 1/10 of a second except when the 1/100 ends in zero. For example:
 - 11.81 is recorded as 11.9
 - 11.86 is recorded as 11.9
 - 11.90 is recorded as 11.9
6. **Report the Times and Placer's Name:** A Recorder will be assigned to gather and record finish placers and times. Report your times/placers, starting with the person assigned to first.
 - **Order of Reporting:** Times and places are recorded starting with the first place finisher and working through until all places and times are recorded.
 - **Conflicts:** When there is a conflict in recording places and times, priority is given to the time/place recorded by the person assigned to the higher place (e.g., results offered by the person assigned to third place take priority over those by one assigned to fourth place). If the times disagree for two people assigned to time the same place, the slower of the two times is recorded. If the watches for three people assigned to time the same place all disagree, the middle time is recorded; and if two of three agree, record the two that agree.
 - **Courtesies:** Do not leave the area without informing the Head Timer. Do not bluff, if your watch fails to start correctly on the smoke, immediately inform the Head Timer. If crouched do not stand up. Stay in the finish line position until all competitors have finished. Move promptly and work as a team. If you have an emotional link to a competitor in a given race (e.g., a child), it is best to sit that race out and not time.

Finish Line Recorder

Role

To record on the results sheet the official place and time of all finishers.

Tasks

1. Head Timer or Chief Finish Judge (head picker) selects a Recorder to gather and record the times and places of all finishers.
2. To help ensure that the meet stays on schedule by efficiently gathering this information so that the timers and pickers can quickly return to their positions ready for the next event.
3. Use the time between starts to record the information, correct errors in the heat sheet and make sure that accurate results information is provided to the Scorer.
4. Records wind gauge reading when applicable for the 100 meters, 110/100 meter high hurdles, 200 meters and 300 meter hurdle events.
5. Supervises the results runner and makes sure that at least two volunteers are available to take the event check-in information from the Clerk at the starting line for recording and from the finish line to the meet Scorer.

Tips and Techniques

1. At the end of the race, timers and judges should go to the lane of the place they are recording times and places for.
2. Athletes should be held away from the times until all they are dismissed once the times are recorded.
3. In cases of conflict, the timer and picker assigned to the higher place takes priority.
4. The Recorder should call out for the time and placer in order of finish. The time for each athlete should then be recorded in order of finish – noting correctness by cross-checking for lane assignment and school.
5. Times taken from all watches for that place should be converted and recorded to the next longer 0.1 second on the time sheet (e.g., 10.11 shall be recorded as 10.2).
6. The official time shall be recorded based on the following methods:
 - When 3 watches show 3 different times, record the middle time as the official time.
 - When using 3 timers and 2 of the 3 watches agree, use the two agreeing times as official.
 - When using 2 watches and they show different times, the slower time is to be used as the official time.
7. It is not recommended that any times be given to the athletes—particularly when fully automatic photo timing is involved. Times on the photo are typically .14 seconds slower.

Umpires

Role

The primary job of the Umpire is to observe the running events and make a brief written report should any apparent violation of the rules of running take place within the observation area.

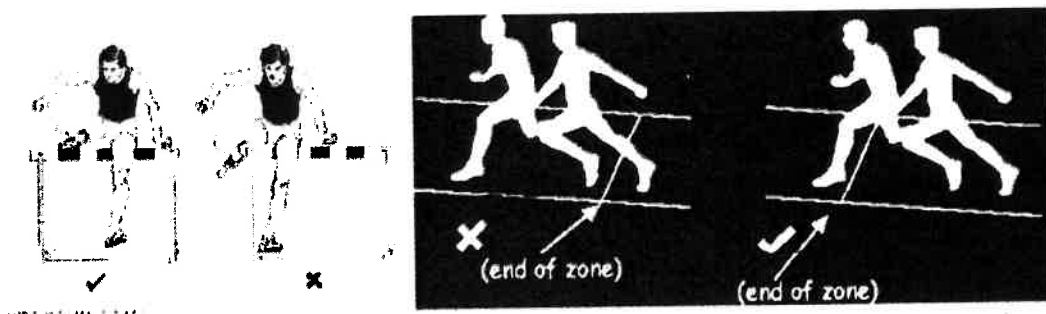
Considerations, Tips and Techniques

Minimum Coverage. There should be a minimum of four (4) Umpires assigned to the meet. They are to stand in a position just outside of lane 8 on each curve to observe the runners and at least one should be assigned to the far end of each relay zone to watch for zone violations.

Noting a Possible Violation. Each umpire should be equipped with a red and white flag. If an apparent violation is observed, the red flag is raised and the violation is reported. The reporting form should note the race, location, lane, athlete number and/or school, and a clear description of what was observed. Give this form to the Referee who will determine if a disqualification is necessary.

Common Violations. The main violations to watch for are:

- **Lane Line.** An athlete taking three or more consecutive steps with either or both feet on or over the inside lane line while running in an assigned lane on the curve shall be disqualified. This rule is applied to the following events: 200 meters, 400 meters, 300 meter hurdles, 1st 110 meters of the 800 meter run and the 1st 400 meters of any relay.
- **Interference/Impedance.** While running on the straight or the curve in any race, a competitor interferes with, cuts off or impedes another runner.
- **Finishes Out of Lane.** A competitor does not finish the race in her/his assigned lane.
- **Relay Exchange Zone.** The competitor does not exchange the *baton* within the 20 meter exchange zone—either too soon or too late. Focus on the location of the baton not the runner.
- **Dropped Baton.** When retrieving a dropped baton, the athlete interfered with another runner or the runner who dropped the baton outside the exchange zone was not the one who picked it up (note: either runner may pick up a dropped baton when in the exchange zone).
- **Illegal Hurdling.** The hurdler fails to clear the hurdle height with both legs or interferes with another hurdler.



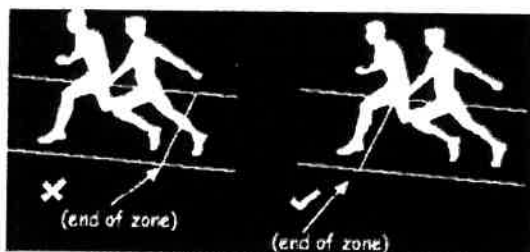
Umpiring Relay Races

Roles

Umpiring relay races requires special attention since the Umpire serves multiple roles—instructor, supervisor and competition observer.

Considerations, Tips and Techniques

1. Relay races are comprised of four (4) runners each who run one (1) leg of the race.
2. The baton is carried by each runner and passed to the next runner within a 20 meter exchange zone.
3. The designated *exchange zone* is the width of the track and 20 meters long. The line marking the ends of the zone are included in the 20 meters.
4. At the exchange, it is the position of the baton, not the runner which is essential. The baton must be within the exchange zone when the outgoing runner's hand closes on the baton.



5. The baton must be handed to the next runner, it is not to be thrown.
6. For races where the incoming runner has run 200 meters or less, a 10 meter acceleration zone can be used. This area precedes the exchange zone entrance. The baton is **not** to be exchanged in the *acceleration zone*.
7. The 4 x 400 meter relay has *no acceleration zone*. Athletes must remain within the exchange zone while waiting for the baton and must receive the baton within the exchange zone.
8. In the 4 x 400 meter relay, the exchange zone is 10 meters prior to the 400 meter mark. The athletes must remain within the exchange zone while waiting for the baton and must receive the baton while it is in the exchange zone. The runners may then break to the inside so long as they do not impede a runner to the inside of them.
9. The 4 x 100 meter relay is run completely in lanes—the Umpire is to watch for lane violations on the curves (if available an Umpire should be specifically assigned to this task).
10. In the 4 x 200 relay, the first and second runners are to run in their assigned lanes. After the exchange, the third runner may break to the inside lane in a manner which does not impede a runner to the inside of them.
11. In the 4 x 200 relay, the first and second zones are staggered. The third exchange is not staggered, but rather is organized by the position of the incoming runner.
12. When the baton exchange is completed, incoming runners should be instructed to stay in the lane in which they ran until asked by the Umpire to leave the track once the zone is clear.
13. Ideally, Umpires are assigned to each end of the zone and one to the top of each curve.
14. When there are 6 or less Umpires, priority should be given to placement at the exit end of the zone and the umpire should stand on the outside of the track just beyond lane 8's zone.

Discus

Role

To supervise the safety of all competitors during the warm-up and competition, and to accurately measure/record each throw to the nearest *lesser* inch or even centimeter.

Considerations, Tips and Techniques

1. **Safety!:** To ensure the safety of all in the area, supervise every practice throw (using a cone or a person standing in the circle to prevent throws) and keeping everyone behind the cage.
2. **Total Throws.** Each competitor shall be allowed three preliminary trials. In the finals, each qualifier is allowed three additional trials. Competitors shall be credited with their best performance regardless of whether it occurs in the preliminaries or finals.
 - An alternative method of competition used in some meets is to give each competitor a total of four (4) throws. They may be taken all at once or one at a time, but the preferred system is to encourage the competitors to take them in two series of two (2) consecutive throws followed by an additional two (2) throws after each competitor has thrown two throws.
3. **Order of Throws.** The throwing sequence should alternate schools and their athletes.
4. **Cage Required.** For the safety of all, the discus may only be competed where the throwing circle is surrounded by a protective cage (fencing).
5. **Taping, Belt and Gloves.** No taping of the hands or fingers is permitted except to protect an open wound. A protective belt may be worn; use of gloves of any type is prohibited.
6. **Sector.** Discus must fall within the 34.92 degree sector lines—lines are not part of the sector. (It is a foul if the discus touches the line.)
7. **Entrance and Exit.** The competitor may enter the throwing circle from any point, but must exit following the throw from the nearer back half of the throwing circle.
8. **Fouls.** It is a foul throw if the competitor:
 - After stepping into the circle, fails to pause before starting to throw
 - Touches either the painted or metal circle (not including the inner surface of the stop board or metal band if one is used) or the ground outside of the throwing circle
 - The discus lands on or outside the throwing sector lines
 - After the discus has landed, does not exit from the back half of the circle
9. **Fouls Not Measured.** A foul throw is not measured, but is counted as one of the four attempts.
10. **Calls.** The following calls are made:
 - *Up* – the next thrower is announced (“Smith is Up”)
 - *On Deck* – the thrower who will throw after the next thrower is alerted (“Smith is up, Jones is on deck”)
 - *On Hold* – the third thrower in the group is alerted (“Smith is up, Jones is on deck and Main is on hold”)
 - *Time Limit* -- is 1 minute (60 seconds) Throw must be started within the time limit.
11. **Measurement.** In measuring the throw:
 - Measurements are made from the nearest edge of the first mark made by the discus to the inside edge of the throwing circle
 - The tape is lifted up to taught, then dropped and pulled through the center of the circle (often a small dot in the center of the ring) to the first mark made by the discus
 - Measurements are recorded to the nearest *lesser* 1 inch or even centimeter

Shot Put

Role

To supervise the safety of all competitors during the warm-up and competition, and to accurately measure/record each throw to the nearest *lesser* ¼ inch or centimeter.

Considerations, Tips and Techniques

1. **Safety!:** To ensure the safety of all in the area, supervise every practice put (using a cone or a person standing in the circle to prevent throws) and keeping everyone away from circle.
2. **Total Throws.** Each competitor shall be allowed three preliminary trials. In the finals, each qualifier is allowed three additional trials. Competitors shall be credited with their best performance regardless of whether it occurs in the preliminaries or finals.
 - An alternative method of competition used in some meets is to give each competitor a total of four (4) throws. They may be taken all at once or one at a time, but the preferred system is to encourage the competitors to take them in two series of two (2) consecutive throws followed by an additional two (2) throws after each competitor has thrown two throws.
3. **Order of Puts.** The throwing sequence should alternate schools and their athletes.
4. **Taping, Belt and Gloves.** No taping of the hands or fingers is permitted except to protect an open wound. A protective belt may be worn; use of gloves of any type is prohibited.
5. **Sector.** The shot must fall within the 34.92 degree sector lines—lines are not part of this sector.
6. **Entrance and Exit.** The competitor may enter the throwing circle from any point, but must exit following the throw from the nearer back half of the throwing circle.
7. **Fouls.** It is a foul throw if the competitor:
 - After stepping into the circle, fails to pause before starting to throw
 - Touches either the top of painted or metal circle or stop board (not including the inner surface of the stop board or metal band if one is use) or the ground outside of the throwing circle
 - The shot lands on or outside the throwing sector lines
 - After the shot has landed, does not exit from the back half of the circle
8. **Fouls Not Measured.** A foul throw is not measured, but is counted as one of the four attempts.
9. **Calls.** The following calls are made:
 - *Up* – the next thrower is announced (“Smith is Up”)
 - *On Deck* – the thrower who will throw after the next thrower is alerted (“Smith is up, Jones is on deck”)
 - *On Hold* – the third thrower in the group is alerted (“Smith is up, Jones is on deck and Main is on hold”)
 - *Time Limit* -- is 1 minute (60 seconds) Throw must be started within the time limit.
10. **Measurement.** In measuring the throw:
 - Measurements are made from the nearest edge of the first mark made by the shot to the inside edge of the throwing circle
 - The tape is lifted up to taught over the stop board, then dropped and pulled through the center of the circle (often a small dot in the center of the ring) to the first mark made by the shot
 - Measurements are recorded to the nearest *lesser* ¼ inch or whole centimeter

Long Jump and Triple Jump

Role

To supervise the safety of all competitors during the warm-up and competition, and to accurately measure/record each legal attempt to the nearest *lesser* ¼ inch or centimeter.

Considerations, Tips and Techniques

1. **Safety!:** To ensure the safety of all in the area, supervise every practice attempt.
2. **Prepare the Pit.** Prior to the meet the pit should be turned, raked and lightly watered. After each attempt it is to be raked and smoothed to ensure that it is soft, level and at the same elevation as the takeoff board for each subsequent trial.
3. **Normal Competition Times and Options:**
 - **Long Jump** - Dual Meets = *1 hour 15 minutes*; Triangular Meets = *1 hour 30 minutes*
 - **Triple Jump** starts 15 minutes after the completion of the Long Jump with Dual and Triangular Meets allowing *1 hour competition period* for the Triple Jump
 - **Open Pit Method** allows athletes to take their four (4) allotted jumps at anytime during the period in which the area is open to either the Long Jump or Triple Jump
4. **Warm-up.** Generally, the 15-minute period prior to the competition is available for warmups, measurements for marker and checking steps.
5. **Markers.** No marker shall be placed on the runway or in the landing area (pit).
6. **Scratch Line Locations:**

	Boys	Girls
Long Jump	12 Feet	8 Feet
Triple Jump	32 Feet	24 Feet
7. **Fouls and Trials.** The jumper shall takeoff from behind the scratch line at the far edge of the takeoff board. It shall be counted as a foul trial but not measured if the:
 - Jumper's shoe extends over the scratch line and makes a mark beyond it
 - Jumper runs across the scratch line
 - Jumper, in the course of landing or leaving the pit, touches the ground outside the landing area nearer to the scratch line than the nearest mark made in the landing pit by the trial
 - Jumper fails to initiate a trial within 1 minute (60 seconds) after being called to jump
8. **Legal Long Jumping.** No somersaulting is permitted – the head must remain in the superior position throughout the jump.
9. **Legal Triple Jumping.** In the first phase (**hop**) the jumper *must land on the same foot as the takeoff foot*, in the second phase (**step**) the jumper *must land on the opposite foot* and may land in the pit *with either or both feet*.
10. **Measurement.** A legal jump is measured perpendicularly (at a 90° angle) to the scratch line or the scratch line extended (use a clipboard to extend the scratch line) from the scratch line to the point nearest to the scratch line in the pit touched by the jumper or their apparel
 - Measurement reading/recording shall be taken at the takeoff board (edge nearest the pit)
 - Measurement shall be to the nearest *lesser* ¼ inch or centimeter
11. **Close the Pit Between Trials.** Between trials or warm-ups, use either a cone or a person to prevent unauthorized practice jumps and to indicate when the area is ready for a jump attempt.
12. **Ties.** Ties are broken by using the second best trial; if still tied, then the third best trial, etc.

High Jump

Role

To supervise the safety of all competitors during the warm-up and competition, and to accurately measure/record each legal attempt to the nearest *lesser* ¼ inch or centimeter.

Considerations, Tips and Techniques

1. **Safety!:** To ensure the safety of all in the area, supervise every practice attempt.
2. **Setting the Standards.** Once placed, the standards may not be moved—use tape to indicate the initial location of the standard.
3. **Replacing the Bar.** The bar should be returned to the standards in exactly the same manner as originally placed with a 1 centimeter gap between the standard and the crossbar ends.
4. **Measurement.** Measurement of the crossbar height to the nearest *lesser* ¼ inch or centimeter. Measure from the takeoff surface to the lowest point on the upper side of the crossbar—a piece of tape should mark this point on the front face of the cross bar.
5. **Bar Not to be Lowered.** The bar shall not be lowered once the competition begins except to determine the first place winner in the event of a tie for that place.
6. **Warm-up.** A 15 minute period prior to the start time should be allocated for warm-up. A competitor who has passed three consecutive heights and has not entered the competition may be allowed one jump without the crossbar in place.
7. **Jumping Order.** Each competitor is allowed a single jump at a time in the order assigned.
8. **Passing a Height.** A competitor may pass either a trial or a height. A pass must be indicated before the start of the clock.
9. **Calls.** The calls for next 3 competitors are: A “UP”, B “ON DECK” and C “ON HOLD”
10. **Time Limit.** A trial must be *initiated* within 1 minute (60 seconds) after being called.
11. **Markers.** Markers may be placed on the runway apron.
12. **Take-Off.** The competitor may attempt to clear the bar in any manner provided that the takeoff is from one foot and no weights or artificial aids were used.
13. **Maximum Attempts Per Height.** Each competitor is allowed a maximum of three (3) trials (attempts) at any one height.
14. **Unsuccessful Trials (Fouls).** It will count as an unsuccessful trial when:
 - the crossbar is displaced in an attempt to clear it
 - when a jumper touches the ground or landing area beyond the plane of the crossbar without clearing the bar
 - after clearing the bar, stumbles against the upright and displaces the crossbar or steadies the bar
 - competitor fails to initiate an attempt within 1 minute after being called
15. **Elimination.** A competitor is eliminated once they have had three consecutive unsuccessful trials regardless of height or heights at which the attempts were made.
16. **Recording Marks.** Heights are recorded to nearest *lesser* ¼ inch or centimeter.
17. **Ties.** Ties for places shall be settled using the following tie-breaking steps:
 - fewest total trials at the height at which the tie occurs shall be awarded the higher place
 - fewest total number of unsuccessful trials throughout the entire competition
 - if a tie still remains for first place, a *jump-off* is required starting at the lowest height attempted above the tying height by those in the jump-off

Pole Vault

Role

To supervise the safety of all competitors during the warm-up and competition, and to accurately measure/record each legal attempt to the nearest lesser ¼ inch or centimeter.

Considerations, Tips and Techniques

1. **Safety!:** To ensure the safety of all in the area, supervise every practice attempt.
2. **Check-in.** As athletes are checked in, the following steps are to be taken:
 - Vaulter's weight shall be recorded, verified and initialed by the coach
 - Vaulter's pole is checked to assure that the vaulter's weight is below the manufacture's pole rating (pole rating shall be visible in a 1" contrasting color)
 - Vaulter's pole has a 1" circular band indicating the maximum top hand hold position which is 6" below the top of the pole
3. **Placement of Standards.** The standards may be placed between 18 and 31.5 inches (45 – 80 cm) past the stop board in the direction of the landing surface.
4. **Replacing the Crossbar.** A displaced bar is to be returned to the standards in the same manner as originally placed.
5. **Measurement.** Measurement of the crossbar height to the nearest *lesser* ¼ inch or centimeter. Measure from the takeoff surface to the lowest point on the upper side of the crossbar—a piece of tape should mark this point on the front face of the crossbar.
6. **Bar Not to be Lowered.** The bar shall not be lowered once the competition begins except to determine the first place winner in the event of a tie for that place.
7. **Warm-up.** A 15 minute period prior to the start time should be allocated for warm-up. A competitor who has passed three consecutive heights and has not entered the competition may be allowed to warm-up for 2 minutes without the crossbar in place.
8. **Vaulting Order.** Each competitor is allowed a single vault at a time in the order assigned.
9. **Passing a Height.** A competitor may pass either a trial or a height. A pass must be indicated before the start of the clock.
10. **Calls.** The calls for next 3 competitors are: A "*UP*", B "*ON DECK*" and C "*ON HOLD*".
11. **Time Limit.** A trial must be initiated within 1 minute (60 seconds) after being called.
12. **Markers.** Markers may be placed next to, not on, the runway.
13. **Taping.** No taping of hands or fingers unless to cover an open wound. No gloves are permitted.
14. **Maximum Attempts Per Height.** Each competitor is allowed a maximum of three (3) trials (attempts) at any one height.
15. **Unsuccessful Trials (Fouls).** It will count as unsuccessful trial when:
 - the crossbar is displaced in an attempt to clear it
 - vaulter leaves the ground and fails to clear the crossbar
 - vaulter or pole touches the ground or landing pit beyond the vertical plane of the back of the planting box without clearing the crossbar
 - vaulter fails to initiate the vault attempt within 1 minute of being called.
 - after clearing the bar a competitor stumbles against the upright and displaces the bar
16. **Incorrectly positioned uprights.** It shall not count as a trial if the uprights were not where the competitor requested.
17. **Pole Breaks.** It shall not count as a trial if the pole breaks.

18. **Elimination.** A competitor is eliminated once they have had three consecutive unsuccessful trials regardless of a height or heights at which the attempts were made.
19. **Recording Marks.** Heights are recorded to nearest *lesser* $\frac{1}{4}$ inch or centimeter.
20. **Ties.** Ties for places shall be settled using the following tie-breaking steps:
- fewest total trials at the height at which the tie occurs shall be awarded the higher place
 - fewest total number of unsuccessful trials throughout the entire competition
 - if a tie still remains for first place, a *jump-off* is required starting at the lowest height attempted above the tying height by those in the jump-off

