

CRYSTAL SPRINGS PREVIEW 2025

SCVAL Meet #2
Tuesday, October 7, 2025

A FIRST AID KIT AND HARD COPY CONSENT FORMS (PRINT EMERGENCY CARDS FROM HOME CAMPUS) FOR ALL ATHLETES ON YOUR TEAM ARE REQUIRED BEFORE GETTING YOUR BIBS AND RACING.

Bus Pilot Program: Still in effect. Be sure buses drop off on Wembley Way and park on St. James Court. Athletes on buses enter and exit from the St. James gate.

Entries: Schools do not need to make any entries on athletic.net prior to the races. As long as your athlete has a chip and bib issued by Hank Lawson, you may enter any athlete in any race on race day, subject to the limits listed below. The only additional information the timer may need from you is:

- If you have an athlete that does not have a bib/chip, issue one of your spare bibs and chips to that athlete. Then provide the timer with the bib number, athlete name, athlete gender, and athlete grade.
- If you have more than 10 athletes in the Varsity 2 boys' race, place the overflow athletes in the second wave of that race. **Provide the timer with the bib numbers and name of all athletes in the second wave so they are properly timed.**

Schedule:

- 2:45 PM League Meeting** All coaches and all athletes will report to the area in front of the timer's building for a presentation on Crystal Springs rules and regulations. **This meeting is a requirement for each league at the first meet of the season.** Race Director to present.
- 3:15 PM Boys Varsity 2** This race is for all boys in any grade not included in one of the other races. If a school has more than 10 boys running in this race, the athletes in excess of 10 will start in a second wave one minute behind the first wave. Coaches must give a list of the athletes in the second wave, name and bib number, to Hank Lawson so the second wave may be properly timed.
- 3:45 PM F/S Boys** This race is for frosh-soph boys only, maximum 10 athletes per school. If there are more than 10 boys in any one school, the overflow should be entered in the Varsity 2 boys' race.
- 4:15 PM Varsity 2 Girls** All girls not running varsity.
- 4:45 PM Varsity Boys** Maximum 10 athletes per school.

5:15 PM **Varsity Girls** Maximum 10 athletes per school.

Changes to course rules and administration:

Coaches, please read the [Race Directors and Coaches Handbook](#) for Crystal Springs. In particular, pay attention to the fines that will be imposed upon schools for certain rule violations, including:

- Double parking of cars or busses to drop off athletes (even for an instant)
- Athletes departing and waiting for rides on the street without coach supervision
- Trash left on the course
- Trash left in the Hallmark Park containers or the street
- Trash left in the recycling container, or recycling left in the trash container
- Flying of drones

There are also requirements to designate an Adult Safety Coordinator and a Course Rules Director.

Directions for [drop off for buses](#) and for cars, and athlete behavior, is very specific so please, please be sure that your athletes and drivers are aware.

School job assignments have been modified so that we can pay attention to these areas of focus, avoid any fines and support our continued use of the Crystal Springs course.

Crystal Preview Job Assignments 2024:

Job assignments are subject to change by the meet director at any time prior to the meet.

Meet Director

- **Lynbrook and Mountain View**

Adult Safety Coordinator

- **Lynbrook and Mountain View**
- Observe competition and inform the trainer, affected coach, and race director if they may have an athlete in medical trouble.
- Support EMT during the meet (coordinate sweeper, talk to parents, track insurance cards, etc)

Course Rules Director Los Altos

- Observe the race area and report to the Race Director any rules violations for action such as dogs, bikes, drones, rock throwing, football, or soccer like games. Schools associated with these violations shall be subject to fines and disciplinary actions.

Check In

- **Monta Vista**
- Check for hard copy of insurance cards
- Verify that medical kit is present and complete
- Have coaches sign CSM register page

- Pass out bibs
- Make sure each school know their duties

Starter

- **Santa Clara**
- Includes getting the stopwatch with elapsed time from gun to the starter

Street Management: Before The Race (can stop 30 minutes before first race)

- **Gunn** (in front of park entrance)
- **Saratoga** (in front of the second, paved entrance further down Hallmark)
- **Please focus on only two things:**
 - If a bus shows up near the start, make sure they know the new drop off policy. .
 - Athlete behavior, encourage them to get off the sidewalks and road and move to the course as quickly and as considerately as possible.
- Regarding parents making the inconsiderate decision to double park and let their kids off in the road while blocking traffic, use your judgement, but I don't want you to engage and get into a confrontation. If you can let us know if one school is being particularly flagrant, please report back so we can ask that coach to make this a point of emphasis with their families, **but please don't do anything that would involve you in a confrontation that could be uncomfortable.**

Street Management: After The Race

- **Fremont** (in front of park entrance)
- **Homestead** (in front of the second, paved entrance further down Hallmark)
- **Focus** see above.

Cross Over Spectator Management at 1.1 mile point-- Ropes

- **Wilcox**

Finish Area -- Flushing

- Recommend **two** people per school.
- Please arrive on time!!! Your meet director stresses out.
- Help direct kids out of the finish area and assist them if necessary.
- Keep spectators and coaches out of the finish area
- As needed, get medical attention for athletes
- People doing this job should be coaches or forceful, vocal parents—not people just watching and talking softly!
- Boys Varsity 2, Frosh-Soph Boys, and Varsity 2 Girls races: **Mt. View, Palo Alto, Cupertino**
- Varsity Boys and Varsity Girls races: **Milpitas, MacDonald**

Judge Last 100m or so of the course

- **Hal Daner (Gunn) if available**
- Having Hal in the finish area helps the meet director relax a bit!
- Make calls for interference, note other issues and let meet director know of any problems

Sweep Last 1200m of course after each race with walkie-talkie, send all clear to EMT/Adult Medical Coordinator. Having a bicycle is a good idea to cover more of the course efficiently. **Los Gatos**

Important Notes For Coaches:

- **Neighborhood support, and minimizing annoyance to the neighborhood**, is critical for us to continue to be able to use Crystal Springs. Emphasize to your drivers and athletes:
 - Double parking 'just for a second to drop off my kid' is **unacceptable**. All drivers should continue until they find a place where they can pull to a curb and park without having any impact on traffic.
 - Do not block any driveways at any time.
 - Walk on the sidewalks, not grass, not the middle of the street.
 - Wait for your ride in Hallmark Park, not in crowds on the sidewalk or street.
 - If Belmont Police or any parking guide gives a request, please comply without arguing.
 - Be friendly to the people who live on Hallmark Drive...say good afternoon, tell them how happy you are to be there...don't get in their way as they get home from work or leave to go to the grocery store or whatever.
- Notes about trash disposal below are important. **Pack it in, pack it out is the best strategy.** Crystal is a wonderful resource and taking care of this course is important. **Each school will be charged a substantial fine for trash left in the wrong receptacle or in Hallmark Park**—and frequently the trash can be traced to a specific school because of a bib or something else left by an athlete. So please emphasize with your team and your parents that every bit of trash is cleaned up and properly disposed of—and particularly not left in the trash bins at Hallmark Park.
- Please remind your athletes when they finish they should quickly exit the finish line area with minimal drama! Keep jogging after the finish and leave the finish area. They can then collapse!
- Trash bags will be given to each team's coach at check-in. Each team is responsible for clean up of the team's area.
 - **DO NOT dump any trash in Hallmark Park. All trash must be packed out and brought home or put in the dumpster. DO NOT let your kids or parents dump trash in Hallmark Park as they leave the course.**
- Keep the course clean! Certainly we expect each team to clean up their area, **but cleaning up any trash over the entire course is an even better idea.** It is a privilege to have this course to compete upon. Let's all take care of Crystal Springs!
- **All recycling should be brought home and recycled.**
 - There is a recycling bin but it is easier on everyone to pack out our recycling.
 - We will go through the dumpster after the race and look for cans and plastic bottles. Course management is doing the right thing to ensure the best treatment of the course and our planet. Seriously, pack out your recycling, it's good for the earth, good for the course, good for our league and good for Bob!
- **Hard copy** of medical cards and first aid kits to be shown by each team at check-in before you receive your bibs.

- o You must have medical kits and **HARD COPY** medical/insurance releases for all athletes before you pick up your teams' bibs. **NO EXCEPTIONS**, without hard copy of your medical releases, your kids are not running at Crystal. A phone with access to on-line records is not acceptable by Crystal Springs course management, there is nothing that SCVAL or the SCVAL meet director can do about this. No phone calls from a principal, A.D., etc. will be acceptable.
- o As a group, coaches decided at the 2017 SCVAL pre-season meeting that each team would leave a copy of their package of medical cards/forms with meet management at check in. These copies will be left in the timing shed and coaches can pick this up at the end of the meet.
- **The cost for each school**
 - o Rick Ellis will send an invoice to each school
- Make sure kids and parents know:
 - o No dogs.
 - o No throwing of anything (rocks, Frisbees, freshmen, footballs...)
 - o No bicycles.
 - o No warming up on the course after the first race starts.
 - o While waiting for a ride home, please wait in Hallmark Park and look for your ride, please do not wait in the street or sidewalk.
 - o Stay off yards on entering and exiting the park, polite to neighbors, etc. I always think we are pretty good here but I guess if I were a neighbor and kids walked across my yard I'd be upset--I can't imagine it happens much but let's remind the kids.
- **Remind your parents NOT to call 911 themselves, parents should contact the emergency contact person or the EMT/trainers on site first.**
- **Review the [Crystal Course Handbook!](#)**