



ASSOCIATED & CATHOLIC COLLEGES OF WESTERN AUSTRALIA (INC)

ATHLETICS

OPERATIONS MANUAL

Final Draft 2025

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AIM

The ACC aims to conduct a series of carnivals, providing annual competitions in accordance with its Constitution; and to provide a culmination to athletics conducted in physical education programs, giving individuals the opportunity to further develop their skills whilst representing their college.

CONDITIONS OF PARTICIPATION

On entering the Association, a new school will be placed in a grade of carnival appropriate to current standings. Past practice has seen such placement occur at the lowest division of carnival. However, as the G, H, I & J Division carnivals cater primarily to smaller metropolitan and country schools, the Sports Management Committee or Executive may allocate divisional placement in a higher division carnival commensurate with the size and ability of the school.

Promotion/Relegation

1. Following initial placement, the division of a carnival a school is placed in is determined by its performance in the previous year.
2. The normal procedure is that the first school in the lower division is promoted to the higher division and the last school in the higher division be relegated to the lower division.
3. If the first school in a lower division and the last school in the division above mutually agree to retain the status quo, no promotion/relegation takes place. A 'status quo' agreement is relevant for a maximum period of two consecutive years for an individual school; automatic elevation/relegation must occur after this time.
4. Only paired or co-educational schools can be promoted/elevated. In normal circumstances single gender schools will not be individually promoted/elevated.
5. An exception might be considered in the case where a division contains only one single gender school, as having no available partner school, this school would have no option for a "paired" promotion/relegation. If such a single gender school finishes either first or last in their gender aggregate, they can be elevated or relegated if the following conditions are met:
 - a. The division into which they are moving has one empty lane for either gender.
 - b. Elevation/relegation is warranted based upon performance comparison with the bottom/top school in the division to which they are moving.
 - c. The normal two-year maximum status quo criteria is still applicable.

Note: In this instance no co-educational school from the same division would be considered for promotion/relegation.

6. Paired single gender schools will only be considered for promotion/relegation if their combined points would have gained them first/last place in the combined aggregate for their division; and if on comparison their performance was better/worse than the bottom/top coeducational or paired single gender school(s) in the division above/below.
7. Within a carnival division, pairings of single gender schools for promotion/relegation are based upon the performances of those schools. I.e. For relegation purposes, the bottom male and female single gender schools will be paired; for promotion purposes, the top male and female single gender schools will be paired.
8. Schools have the right to appeal the promotion/relegation process. Should any school contest the procedures outlined above, the ACC Executive will make the final promotion/relegation decision based upon an objective comparison of results. To provide balance between the needs of individual schools and the evenness of carnival divisions, it may be necessary for Executive to override the condition of "*only one empty lane for either gender*". In some cases, it may be appropriate to have two empty lanes for either gender.

Footwear

Footwear must be worn by all competitors in all events. The purpose of shoes for competition is to give protection and stability to the feet and a firm grip on the ground. They must not give athletes any unfair assistance or advantage. Footwear should conform to World Athletics rules. Competitors may apply to the ACC for an exemption to compete barefoot. The Director of Sport must receive applications for individual variation to this policy, no less than fourteen (14) days prior to the carnival. The register of exemptions is to be distributed to the appropriate Referees. Any competitor failing to observe this condition of participation will be disqualified from their event.

Individual Competitor Event Limits

There is no limit to the number of events an individual competitor may compete in, within their age group. However, coaches need to consider the following:

- the general fitness of the athlete
- the practicalities of the individual athlete having time to arrive for the start of an event
- "recovery" time between actual performances
- availability of other team members.

Simultaneous Events

Competitors involved in field and track events that occur simultaneously are permitted to leave a field event and return to continue it after having competed in the other event. Officials must advise athletes leaving a field event to compete in another event, of the time by which they must return to complete that field event. The officials should also inform the remaining competitors that some athletes will be returning to complete the event.

Competitors wishing to compete in simultaneous events should **register their attendance at both events** if they wish to have the option of leaving and returning. Field event officials will not hold an event open for competitors who have not registered their attendance and communicated their intention to leave to compete in another event.

A field event will be closed once the last registered competitor has completed all attempts and the official has completed and signed the result sheet. Schools may use coaches or reserves to "proxy register" a competitor for an event if that competitor is competing in another event at the time.

The start of a **track event will not be delayed** to wait for any competitor.

On returning to a field event, a competitor will complete his/her attempts immediately so that results/scoring hold-ups are avoided.

To avoid having to return to a field event, a competitor has the option of completing his/her three attempts in succession (except in high jump). If more than one competitor chooses this option, they will alternate attempts until each has completed his/her three attempts.

A competitor returning to a high jump event must commence/re-commence jumping at the current height. If one (1) or two (2) attempts at a previously attempted height were not successful, and the competitor fails to clear the current height, place count back will be made with the assumption that the competitor failed in three (3) attempts at the previously attempted height.

Note: High Jump competitors must at least clear the starting height to be awarded a place and therefore points.

Refer: [Appendix 19.5 - High Jump Judge](#).

A field event official will only wait for the return of competitors up to 15 minutes after the start of the next event at that location. If a competitor has not returned by this time, the initial event is considered closed. If it is the last event of the day at that site, the official should wait no more than 15 minutes after all other registered competitors have completed their attempts. Result sheets will then need to be signed off and sent to the Results Room.

Lane and Order Allocations

Schools are allotted running lanes which remain constant for all age groups, genders and divisions within a particular category of event e.g. 100 m, 200m. Rotation of lanes occurs with all subsequent track event categories.

For field events the allocated order of attempts remains constant for all age groups, genders, and divisions.

The field event order of attempts and the initial lane allocations for track events are rotated on an annual basis. Schools newly relegated or elevated into a division of carnival, will take the rotational place of the school whose place they have filled.

Refer to Relevant appendix (alphabetical)

Officials

Schools are to provide officials in accordance with the apportioned requirements of that carnival.

It is **ACC policy** (as determined by the Council of Member Principals) **that the staff appointed are suitable for the task/s assigned**. When a school confirms participation, it commits to being able to adequately staff that participation. The assignment of staff is to be based upon their suitability to the assigned official role/s, and not simply due to timetabled availability).

Officials must be fully conversant with their duties, and with the procedures, rules and code of conduct applicable to their role. Refer to [Relevant appendix](#) Experienced officials are preferred.

To assist with the management spread of the E, F, G, H, I & J Divisions of carnival, it is agreed that all other metropolitan member colleges provide an official at one or ALL these carnivals, even though they are not competing on those days. **For A – E divisions, metropolitan schools are required to provide an additional one official, at the respective carnivals, per below :**

DIVISION	ADDITIONAL ROLE	OFFICIAL	TOTAL DUTIES	EXTRA
A	E F I J		4	
B	F G H J		4	
C	E I J		3	
D	E G I		3	
E	H I J		3	
F	G H J		3	

Metropolitan member colleges competing in the E, F, G, H, I & J divisions will supply additional student assistants to help the officials from schools in higher division carnivals officiating at their carnival. Duties have been assigned on the *Officials Workbook* and should be allocated/arranged by schools well before the day of the carnival. **Student officials are to move directly to the correct site / location on their arrival to the stadium, introducing themselves to the adult officials they are working alongside.** Officials from higher division carnivals cannot supply their own student officials at E – J division carnivals, hence the need for extra student assistants from participating E – J schools.

Queries, Protests and Disputes

Refer to Relevant appendix Individual schools have the right to appeal against matters arising during the carnival or final points/scores/results in any of the categories of trophies. Disputes are to be in the hands of the Director of Sport no later than three (3) days after the ACC has distributed (email/web site) the final results for that series of carnivals.

In the case of a carnival occurring in the week prior to school holidays, the time permitted for the submission of such disputes or complaints is extended to a further three (3) working days to allow for school holidays.

Post carnival results: The ACC office will endeavour to distribute (email/web site) the final carnival results to schools no later than three (3) working days after the conclusion of that series of carnivals. In the case of the conclusion occurring in the week prior to school holidays, the time permitted for the distribution of results is extended to a further three (3) working days.

If the Director of Sport cannot resolve a dispute/complaint, and it is not covered through normal Association policy, a sub-committee will be elected from the Sports Management Committee, and entitled the Disputes Committee, to resolve the matter.

Equipment Required By Schools

Schools are to supply their own relay batons. They must also have their own First Aid Kit to deal with minor injuries, and rubbish bags to collect any rubbish from their designated areas.

GENERAL COMPETITION STRUCTURE AND RULES

Event Rules

International Association of Athletics Federation - Rules & Regulations

ACC Athletic Carnivals are conducted under World Athletics rules except if stated otherwise in this Operations Manual.

It is left to individual schools to acquire their own copy of the current RULES & REGULATIONS. A PDF version of the World Athletics Rules & Regulations can be downloaded from the World Athletics website at [worldathletics IAAF Competition Rules](http://worldathletics.org/iaaf-competition-rules)

Event Programs

The program of events is identical for **A, B, C & D divisions** of carnival.

- 230 events
- Age Groups: U13, U14, U15, U16 and Open.
- All individual events have two divisions (Div I & II)

The **E & F Division** carnival has

- 220 events
- Age Groups: U13, U14, U15, U16 and Open.
- All individual events have two divisions (Div I & II), except Hurdles which has only one division (Div I)

The **G, H & I Division** carnivals have

- 176 events
- Age Groups: U13, U14, U15 and Open
- All individual events have two divisions (Div I & II), except Hurdles which has only one division (Div I)

The **J Division** carnival has

- 126 events
- Age Groups: U13, U14 and Open

- All individual events have two divisions (Div I & II), except Hurdles & 400m which has only one division (Div I)

Refer to Relevant appendix

Event Divisions

Individual events at all carnivals contain two (2) discrete event divisions for each gender (named Division I and Division II), apart from the exceptions noted above.

- Events limited to *one (1) division include E, F, G, H & I Division carnival Hurdles.*
- Relay events are limited to one division in each of the genders and age groups.
- For 1500m and 800m events, both divisions run together. However, places are given and points awarded for the two (2) divisions separately.

Competitors must be nominated into either Division I or Division II prior to the start of all events.

In field events, where both divisions of a gender age group compete simultaneously at the same location, e.g. long and high jump, the nominated order of attempts must be followed. Officials are to list competitors in their prescribed division before the start of the event.

Div II events in Discus and Javelin and are conducted on UWA Sports Park (McGillivray Oval) which is adjacent to the State Athletics Stadium. This is to avoid hold-ups to the A, B, C, D and E division carnival programs.

All events in the F, G, H, I & J division carnivals will be conducted on the main arena.

Age Classifications

ACC policy is that students competing in ACC sport must be under 19 years of age on 31st December. Students who have turned 19 years of age are not permitted to participate in ACC sport. It is also ACC policy that student participation is limited to "secondary school students" and that the minimum level for participation is enrolment in Year 7. Schools may apply for exemption to this policy, but only under certain conditions.

All ACC carnivals will use one age cut-off date for age group classification. This date is **30th June**.

A - F DIVISION CARNIVALS - AGE GROUP CLASSIFICATION 2025												
YEAR LEVEL	7		8		9		10		11		12	
YEAR OF BIRTH	2013	2012	2012	2011	2011	2010	2010	2009	2009	2008	2008	2007
January - June	U13		U14		U15		U16		U19		U19	
July - December		U13		U14		U15		U16		U19		U19
G - I DIVISION CARNIVALS - AGE GROUP CLASSIFICATION 2025												
YEAR LEVEL	7		8		9		10		11		12	
YEAR OF BIRTH	2013	2012	2012	2011	2011	2010	2010	2009	2009	2008	2008	2007
January - June	U13		U14		U15		U19		U19		U19	
July - December		U13		U14		U15		U19		U19		U19
J DIVISION CARNIVAL - AGE GROUP CLASSIFICATION 2025												
YEAR LEVEL	7		8		9		10		11		12	

<i>YEAR OF BIRTH</i>	2013	2012	2012	2011	2011	2010	2010	2009	2009	2008	2008	2007
January - June	U13		U14		U19		U19		U19		U19	
July - December		U13		U14		U19		U19		U19		U19

Competitors are permitted to compete in one age group only, for all events.

A competitor who qualifies to compete in U14, but instead elects to compete in U15 for his/her FIRST EVENT, must remain in U15 for all other events, including relays. A competitor, who qualifies to compete in U14, and elects to compete in U14 for his or her first event, must remain in U14 for all other events.

To preserve record status previous records set under old age group category systems have been maintained. (E.g. pre-1996 October cut-offs and pre-2010 December cut-offs).

Competitors can only have records ratified in the age group they are competing in. Therefore, if a competitor elects to compete in an age group **above** that which they qualify for, their results **shall not** be ratified as records if bettering or equaling the records held in their **original** qualifying age group. However, if that competitor betters or equals the record in the higher age group they have elected to compete in, the new time/distance **shall** be ratified as a record or shared record, in that higher age group.

Trophies & Results

At all carnivals, trophies are awarded in the following 7 categories:

Junior Boys	Senior Boys	Aggregate Boys	Combined Aggregate
Junior Girls	Senior Girls	Aggregate Girls	

If a category has two schools with equal highest scores, the schools involved will share the trophy.

The Junior and Senior age categories within each division of carnival are as follows.

	Junior	Senior
A, B, C, D, E & F Divisions	U13, U14 & U15	U16 & OPEN (U19)
G, H & I Divisions	U13 & U14	U15 & OPEN (U19)
J Division	U13 & U14	OPEN (U19)

The previous year's winners are to return trophies at the Sports Management Committee meeting, prior to the series of carnivals. Trophies are to be engraved, repaired and thoroughly cleaned prior to their return.

Age Champions and All Stars Team

The ACC does not announce age championship winners at the carnivals. Championship winners will be posted on the website after the carnival and will receive a certificate of acknowledgment.

Following the series of carnivals, the ACC will compare all results across all carnival divisions and select an 'All Stars' team of the best performers in each event. Students selected in the All-Stars team will receive a certificate of acknowledgment and an 'All Stars' pin from the ACC.

Post Carnival:

In conjunction with the 'Conditions of Participation, Queries, Protests & Disputes', it is agreed that at the completion of the carnival series, the ACC management will scrutinize all results from the ten (10) carnivals. This stage of the scoring process represents the **final** determination of results. If point scores differ from those announced at the carnival, the schools involved will be notified in turn. Trophies are then to be transferred using minimum process. The final point tallies will also be listed in the ACC's Yearbook.

Points Allocation for Scoring

For carnivals with 7 or 8 schools

	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Div I	12	11	10	9	8	7	6	5
Div II	8	7	6	5	4	3	2	1
Relays	24	22	20	18	16	14	12	10

For carnivals with 9 schools

	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th
Div I	13	12	11	10	9	8	7	6	5
Div II	9	8	7	6	5	4	3	2	1
Relays	24	22	20	18	16	14	12	10	8

Where draws occur, **each** competitor or team is awarded the higher points and the points for the lower of the positions are omitted. (The points are not added together and averaged).

The Photo Finish system will be used for the 100m, 200m, hurdles, 400m and relay events whenever possible.

In other situations, should a variation in a placing occur (i.e. when the Judges places cannot be verified), the ratified result should be determined by the following method:

The place is given by:

- **1st Consideration** - The Chief Judge's decision (compiled in consultation with the Place Judges).
- **2nd Consideration** - The Chief Judge's resolution, in consultation with the Chief Timekeeper, provided that the hand-held time for the place in question is consistent with the times recorded for the other place getters.

Competitor Nominations

Refer to Relevant appendix for information on Competitor Nominations.

TIMING PROCEDURES

The ACC uses **photo finish** and **Fully Automatic Timing (FAT)** systems for all track events **except the 800m and 1500m**, which are **hand-timed** and **place judged** due to their long-distance nature.

For short-distance events where FAT is in use, backup procedures include:

- Manual **place judges**
- A **manual timekeeper** who records the finish time for the **winner only**

When the FAT system is functioning properly, the **photo finish time** is recorded as the **official time**.

Timing Adjustments (in case of FAT system failure)

If the FAT system malfunctions and a **manual start** and **stopwatch** or **photo-based time** is used:

- The **winner's time** becomes the "official time" once adjusted.
- **All subsequent places** will be manually adjusted based on Athletics Australia's standards:
 - **+0.24 seconds** for Hurdles, 100m, and 200m
 - **+0.14 seconds** for 400m and 4x100m relay events

Photo Finish Failure Protocol

Marshalling Sheets

The marshalling sheets for affected events are given to the **Short Track Chief Timekeeper**, who records a **manual time for first place only**.

Transfer to Results Room

The sheets are then delivered to the **Results manager**. There may be a FAT system printout for places, but any **times on the FAT printout will be disregarded**.

Time Adjustment

The Results room manager will adjust subsequent places using the first place manual time plus the appropriate adjustment:

- **+0.24s** for Hurdles, 100m, and 200m
- **+0.14s** for 400m and 4x100m relays

No Accurate FAT Places Available

If the FAT system also fails to provide **accurate placings**, then the **manual placings** provided by the **Place Judges** will be used.

Records:

In the case of a record the referee must be called immediately to validate the performance. If a competitor equals, but does not better the record, the record is considered a shared record.

The ACC commenced use of photo finish timing for short track events in 2000. In normal circumstances existing short track records set after 1999 can only be broken with an accurate photo finish time, as manual “hand” times are always faster than a photo finish time. Manual times can only be used to break records in long-track events, if the record existed before 1999 or if in the opinion of the Track Referee and Carnival Manager there is evidence to suggest that a manual time can be considered as record breaking in the absence of an accurate photo finish time. The Chief Track Referee, in consultation with the Chief Timekeeper, Photo Finish Operators and Carnival Manager, has the authority to verify if a new record has been set.

Specifications

The ACC follows the same field and hurdle event specifications as Athletics Australia or, if these do not cover younger age groups, the specifications of Athletics West. If the ACC changes the specifications for an event, the existing record is still maintained but is designated as “superseded” and moved into an archived state. The records published as the “official” records are those set with the currently used specifications. “Superseded” records can be made current again if specifications change.

Multi Class (classified) and Inclusive (non-classified) athletes

ACC students with a disability can compete in the ACC Divisional Athletics Carnivals as a *Multi Class* (classified) or *Inclusive* (non-classified) athlete alongside members of their interschool athletics team.

MULTI CLASS ATHLETES

These athletes must hold a classification with Athletics Australia appropriate to their disability.

An athlete is deemed classified if they have the following:

Provisional classification

Athletics Australia have issued a provisional classification, after receiving an athletes completed State provisional classification form, along with completed medical diagnosis form for processing. This allows the athlete to compete in club and state championship events. An athlete with a provisional classification can compete at ACC divisional athletics carnivals as a multi-class athlete, and can set records for their class and event, as well as be selected for the All Stars Team.

National classification

Is achieved through national physical impairment classification opportunities and is required by those athletes planning to compete at a National Championship event.

International classification

Extending beyond national classification, for those athletes wishing to represent Australia at an international competition, must do so by contacting the Paralympic Pathways Lead.

Please note: Autism is not approved as a class by World Para Athletics (the international governing body), which is evident in the listed classifications on the classification eligibility page:

<https://www.paralympic.org/athletics/classification>

INCLUSIVE ATHLETES

The ACC recognizes there are students with a disability who have been identified by the school as athletically talented but are yet to commence their athletic journey with coaching and club competition. These students may not have commenced or received a provisional classification (as detailed above) and would benefit from competing at the higher level of a divisional carnival

PLEASE NOTE: the ACC divisional athletic carnivals are competitive events, and Sports Co-Ordinators should take careful consideration before nominating an inclusive athlete into an event(s) at any divisional athletics carnival

MULTI CLASS AND INCLUSIVE ATHLETE EVENTS

Multi-Class and Inclusive athletes are eligible to compete in the following events:

100m, 200m, 400m, 800m, 1500m, Shot Put, High Jump, and Long Jump.

If an athlete wishes to participate in track or field events outside of this list, they must contact the ACC.

Competition Format and Scoring

- Athletes will compete and be timed/measured within their designated age and gender category.
- Performances will be assessed using the latest **Multi-Disability Standards (MDS)** for each event.
- These results **will not contribute** to the school's overall points tally.

However, if a Multi Class athlete is selected as part of the school's mainstream athletics team for a specific event, their performance in that event **can contribute** to both the school's carnival points and the Multi Class standings.

All Stars Team Selection

- Multi-Class athletes are eligible for selection in the **ACC All Stars Athletics Team**.
- In events where multiple Multi Class athletes of the same classification/gender/age compete, the athlete with the **highest percentage score** based on the MDS will be considered the event winner and selected for the All Stars team.
- **Inclusive athletes are not eligible** to set event records or be selected for the All Stars team.

Event Participation and Procedures

- Athletes must report to their nominated event in accordance with standard marshalling procedures.
- Where possible, classified athletes will marshal and compete within their age group in **Division II** events.
- It is the **school's responsibility** to ensure that athletes receive appropriate support and arrive at their events on time.

Lane and Field Order Allocations

Track events:

- Multi Class and Inclusive athletes will generally compete in the **spare lane** (Lane 4 – short track; Lane 9 – long track) which is typically left vacant.
- If the athlete has qualified as part of the school team, they will compete in their **assigned school lane**.
- If no lanes are available, an **additional race** will be added to the program to accommodate.

Field events:

- Athletes will compete **last in the order of attempts**.
- If selected in the school's team, they will participate in their **designated school order**.

NOMINATIONS

Athletes may be nominated from any age group, provided they are part of their school team and included in the official team submission list.

Additional Requirements:

For each nominated athlete, their profile must include the following:

- Indication of whether they are *Multi Class* or *Inclusive* in the '**athlete status**' field provided in the online team nomination form.
- If classified as *Multi Class*, the classification details for both track and/or field events must be provided in the same '**athlete status**' field on the form.

Please note: All Multi Class classifications will be cross-checked against the **Athletics Australia MASTERLIST**

The classification process should be commenced early if you wish for your students to compete at the ACC Athletic carnivals. Great opportunities are available for athletes that are classified and wish to be part of your mainstream interschool carnival. Their classification will enable them to compete as a *Multi Class* athlete at both Cross Country and Athletics events.

Athletics Australia Classification Link is: athletics.com.au/multi-class-athletics/get-classified/

For further guidance and support please contact Athletics Australia, classification@athletics.org.au

More information regarding specific classifications:

<https://www.accsport.asn.au/carnivals/athletics/no-limits-classification-events>

TYPES OF CLASSIFICATION IN AUSTRALIA

There are a range of disability groups eligible to compete within the Australian athletics system as an athlete with a disability. These disability groups are separated into various types of classification to ensure fair competition. The classification groups are as follows:

T/F 01	Hearing impairment (Deaf Sport classes)
T/F 11-13	Visual impairment (Paralympic Classes)
T/F 20	Intellectual impairment (Paralympic Classes)
T/F 31-34	Athletes with hypertonia, ataxia or athetosis who compete sitting (Paralympic Classes)
T/F 35-38	Athletes with hypertonia, ataxia or athetosis who compete standing (Paralympic Classes)
	Cerebral Palsy & Acquired Brain Injury (Paralympic Classes)
T/F 40-41	Athletes with Short Stature (Paralympic Classes)

T/F 42-46 & T47	Athletes with limb deficiency, muscle weakness or joint restrictions who compete standing (Paralympic Classes)
T 51-54	Wheelchair (Track Events) (Paralympic Classes)
F 51-57	Wheelchair (Field Events) (Paralympic Classes)
T/F 60	Transplant Recipients (Transplant Sport classes)

Each disability group has a set of minimal disability criteria that an athlete must meet to be eligible to compete as an athlete with a disability. Athletes must undergo specific Athlete Evaluation or Eligibility processes to obtain a classification.

SCHOOL ADMINISTRATION

ENTRY AND SEATING

Venues West does not levy competitors, spectators, supervising staff or visitors entering the stadium.

A set number of seats will be allocated to each school for their spectators. The sections of the grandstand that schools are allocated are rotated annually.

ACC Director of Sport will contact schools asking for any material changes to the previous year's allocation.

Competitors may be located in the grandstand, or in team marquees or under the shade sails around the grass banks. Team marquees will be erected at the South West corner of the arena on the upper grass bank behind the 200m start. ACC preference is to have all competitors in the main grandstand unless there is not enough space.

Team marquees are optional and will be an additional cost to the school. They can be ordered online through the ACC at: <http://www.accsport.asn.au/carnivals/athletics/marquee-orders>. Marquees must be ordered by Thursday 14 August and will incur an extra cost to the school. Two sizes of marquee are available for order - Small: 3m x 3m (\$320) or Medium: 6m x 6m (\$650)

Schools can also bring their own marquee and erect them on the grass areas around the arena. Marquees must be weighted down; no stake spiking is allowed.

There is reserved seating in the grandstand for parents also, usually in Block A, but this varies depending on the numbers at each carnival. There is also a shade sail area on the grass bank reserved for parents.

If schools wish to have more than their quota of spectator seating, they must be prepared to sit the extras in the open on the grassed banks.

Country schools do not usually bring spectators and will be designated a smaller number of grandstand seats (approx. 100). Metro schools may utilize country school seating if they are left empty on the day.

Shade Sails: *There are 18 shade sails around the grass banks which can be used by schools for competitor areas. An annual rotation for shade sails exists.*

- Only students competing in events should be on the arena inside the fence.
- No student or staff member is to be inside the arena unless competing or officiating.
- Individual timing of competitors by coaches are to be from vantage points in the spectator seating area of the stands.
- Coaches/students are not to seek vantage positions on or near the finish line.

CATERING

A food and drinks kiosk will be on site and available to the students. Movement is always through the rear of the grandstand.

Catering for arena officials at Athletic carnivals is provided from 10:00 am until the conclusion of the last event. All event officials are offered complimentary tea/coffee/water/cordial and biscuits. **Lunches are not provided to general school officials or supervising staff.**

An individual school from each division of carnival provides the hospitality service; this is allocated on a rotational basis. Schools that have been relegated/elevated into a new division of carnival take the rostered place of the school whose place they have filled. *Refer to Relevant appendix* Nominations of officials (by name) must be submitted to the ACC by the nomination date listed on the ACC planner. On nomination day, the ACC will advise Sports Coordinators by email at 12:00 midday if nominations have not been received. Outstanding nominations must be lodged at the ACC before 3pm on that day.

It is essential that Event Officials are suitably skilled to perform their required duties. **Individual schools are responsible for the briefing and training of all their allocated event officials.**

The ACC will provide schools with a list of people that have expressed an interest in working as an official. These people are primarily university students and some athletics officials.

Schools need to carefully consider the roles they have been allocated and ensure that the person they assign for each role can do the job. Officials do not have to be school staff, but they MUST be competent to perform the assigned task. Some official roles (i.e. Track Marshal) are more important and should not be allocated to inexperienced personnel. Deputy Principals and Sports Coordinators should liaise closely on the selection and allocation of officials.

This procedure assists in ensuring that the carnival commences on time and all relevant information is relayed to officials. The Chief Officials will inform officials of relevant organisational requirements.

All required equipment such as stopwatches, starting guns, earmuffs, loud hailer, etc. is supplied.

Metropolitan schools that supply officials to other carnivals do not need to send student officials to these other carnivals. ***Metropolitan schools competing in E, F, G, H, I & J division are to provide extra student officials as listed on the nomination form.*** These students are to report to the Officials Manager on the morning of the carnival and then report to their allocated jobs.

SCHOOL SPORTS STAFF ARE TO BRIEF AND SUPPLY OFFICIALS WITH RELEVANT INFORMATION AS LISTED IN THIS FILE.

Refer to Relevant appendices Working with Children: All officials working at ACC carnivals are required to be checked under the Working with Children (WWC) legislation. Schools providing officials to carnivals are to ensure that officials are checked and have either a current WWC ID number, are covered by an exemption or are covered as a teacher (Police Clearance) under their TRB registration. Schools need to keep records of their officials WWC status e.g. WWC ID Number & expiry date, reason for exemption or TRB checks. Officials that are contracted by the ACC (i.e. Athletics West Referees), will have their WWC check and information recorded by the ACC. The ACC web site has detailed guidelines on how schools should follow the WWC Legislation. (<http://www.accsport.asn.au/acc-information/policies>). The following are some examples of people that do not require a current WWC card/number.

- Volunteers under 18 years of age
- A volunteer who is a parent of a child enrolled at an ACC member school and who is acting on behalf of that school (this exemption does not apply to parents that are being paid by the school to perform the official duty).
- Short term visitors to WA who do less than 2 weeks of child-related work in a 12-month period. This exemption only applies during the 2-week period after the person arrives in WA.
- Employers of, and fellow employees of, children, unless otherwise in child-related work.
- People who will work with children, either as an employee or volunteer, on no more than 5 days in a calendar year. This does not apply to employees or volunteers who have previously been convicted of a Class 1 offence.
- The five (5) day clause is not restricted to five (5) full days or one organisation. It can be part days for any period of time within a day and can accumulate across several employers.

FIRST AID

First Aid Officers will be in attendance at all carnivals. Preventative strapping or taping is the students own responsibility prior to the start of the carnival, not the responsibility of the First Aid Officers. Schools should deal with any minor injuries and have their own First Aid equipment available to enable this.

RUBBISH

Schools are to thoroughly clean their designated area/s, both spectator and competitor, prior to presentations. Rubbish bags are to be supplied by individual schools. Schools may be invoiced for additional cleaning services if the venue is not left in a clean state.

DISMISSAL

To assist with the safe dismissal of all present, competitors and spectators are to remain seated until directed to move by the Carnival Manager. School staff are to ensure that a controlled dismissal is achieved.

Special requests for earlier dismissal should be made to the Carnival Manager prior to presentations and schools are asked not to leave DURING the presentations. If a school needs to leave to make bus connections, they should leave before the presentations begin.

LOST PROPERTY

All lost property is to be handed to the Carnival Manager.

NO FUNDRAISING

As per ACC policy, schools are prohibited from conducting fundraising activities at ACC events.

PARKING/TRAFFIC FLOW

Following are the procedures and maps as requested by Venues West for bus arrangements at the ACC carnivals at the State Athletics Stadium for 2025. It is essential that schools provide this information to their bus company/drivers and supervising staff. The procedures must be correctly adhered to. Bus drivers are asked to follow the directives of the Venues West staff directing traffic at the venue.

PARENT Parking: will be located in Car Parks 1, 3 & 4 of Perth HPC Stadium, not at the athletics stadium. Parking is also available at the Basketball Stadium (off Underwood Avenue). Parents are to enter the grandstand at the top level through aisle 1 or 2 and sit in Block B rows A to D (100 seats) or under shade sail 1.

VIP/Officials parking: Car bays located next to the athletics stadium are allocated for VIPs and event officials. Officials' parking is also available in Car Park 1. Officials unable to park in this area can park at HBF Stadium or the Basketball Stadium. Schools should provide their officials with an ACC VIP/Officials parking permit so that they will be granted entry to park in the officials areas.

BUS Parking: Buses staying for the duration of the event are to park on the grass at Car Park 2. Small buses that can fit in a standard car bay may park in Car Parks 1, 3 or 4 at Perth HPC Stadium. Buses can also park for the day at City Beach in Fred Burton Way, in between dropping off and picking up at the Athletics Stadium.

STUDENT DROP OFF (am): All buses enter via Stephenson Ave, turn left at the roundabout and drop the students off outside the athletics stadium main entrance, in front of the Grandstand/Flag Poles. All buses then proceed in a north/east direction and exit the venue near the basketball stadium onto Underwood Ave. Buses that wish to remain for the day will re-enter Perth HPC Stadium off Stephenson Ave, turn right at the roundabout and park on the grassed area **Car Park 2** for the duration of the event. Large buses are not to park in car parks 1, 3 or 4 or the VIP/Officials parking areas.

NOTE: Buses MUST NOT attempt to leave via Stephenson Avenue after dropping off. During drop-off in the morning buses MUST NOT enter off Underwood Ave next to the basketball stadium as the direction will be one way with buses exiting onto Underwood Ave.

STUDENT PICK UP (pm):

Pick up buses will enter from Stephenson Ave, turn right at the roundabout and assemble in car park 2 on the grass. Venues West staff will direct and call buses to the athletics stadium when it is their turn for pick up. When directed, buses will move north through the roundabout from car park No 2, proceed to the athletics stadium and wait out the front of the stadium. Venues West staff will control the flow of buses in and out of car park 2. Schools will exit the venue in a set order and schools will assemble their students outside the grandstand to sit down on the main entrance forecourt paving to await their buses.

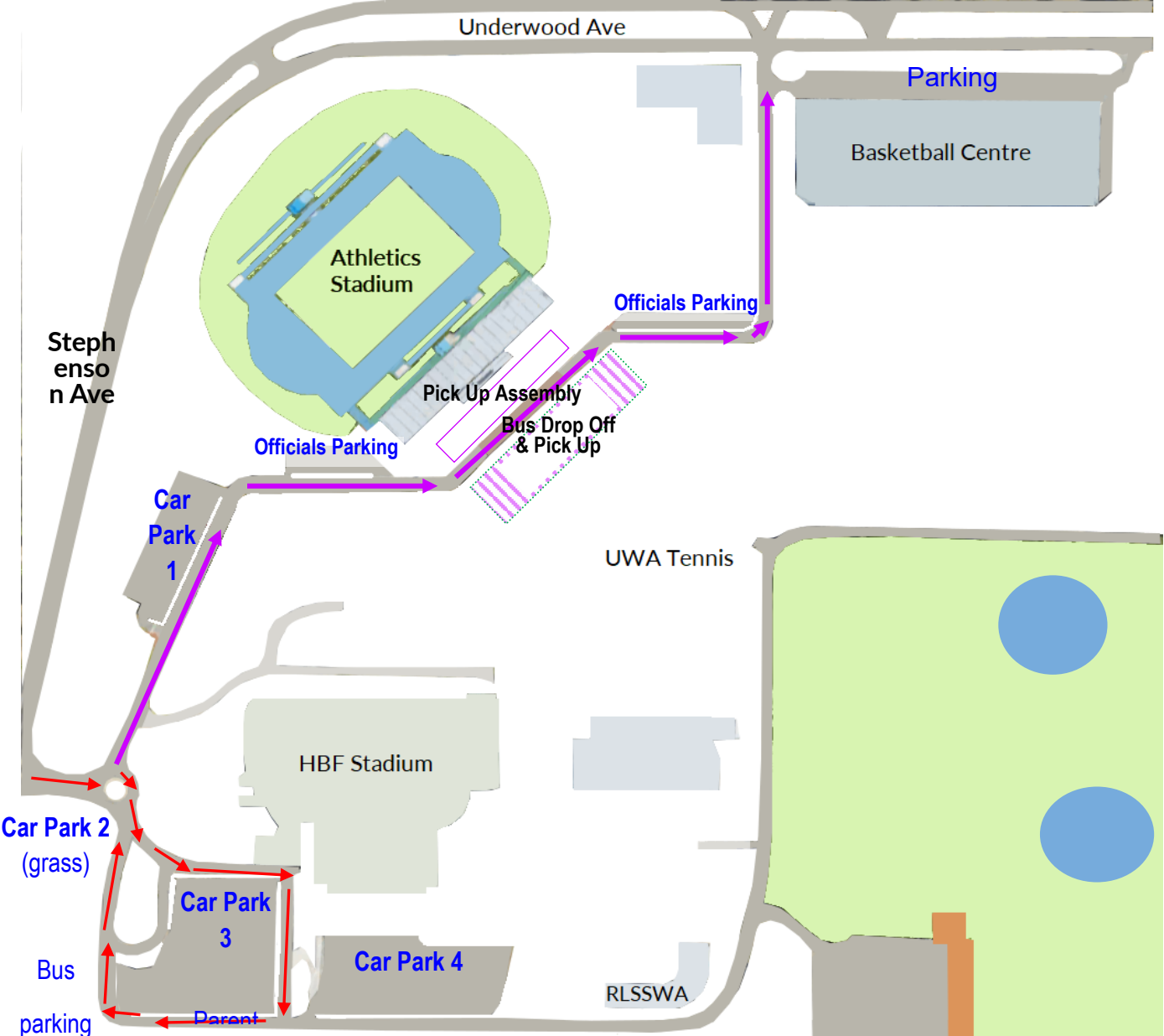
ACC officials with radio links will advise the schools when each schools buses are in place and schools will then be asked to board their buses. The order is loosely based on the seating order in the grandstand (*with some exceptions for outlying schools*) and the order is listed below. However, the order will change depending on bus arrival times and if the winning school remains at the venue for team photographs. **Buses should be parked outside the stadium and ready to exit by 2:00pm (A/B/C/D/E/F) or 1:30pm (G/H/I/J division). Pick up buses should be clearly marked with the school name to assist their identification.** Buses will exit by proceeding north/east to leave via Underwood Avenue (next to the basketball stadium). During pick up in the afternoon buses MUST NOT enter off Underwood Ave (next to the basketball stadium) as the direction will be one way with buses exiting onto Underwood Ave.

EARLY SCHOOL EXIT: Schools that wish to leave the venue early (before presentations commence) need to make arrangements for their bus to be in place early. All student movement to and from buses MUST be supervised.

PARENT PICK UP: Parents that are collecting students from the venue are to park in the Perth HPC Stadium car parks (1, 3 or 4) or Basketball Stadium car parks. Parents may not drop off or pick up out the front of the athletics stadium as this is reserved for buses only. Parents should walk from the car park to the stadium and make arrangements to meet their child outside the stadium. Students should not walk unsupervised from the athletics stadium to the Perth HPC Stadium/Basketball Stadium car parks.

For more parking information please contact Venues West on 9441 8222.

State Athletics Stadium – Parking & Traffic Flow Map



Photography Guidelines

School representatives taking photos or video must follow these guidelines.

- Photographers must be staff or adults approved by the school and covered under Working with Children guidelines.
- Photographers **MUST** wear a name badge issued by their school. The badge must include their name and the school's name.
- Students taking photos **MUST** also have a name badge and be supervised by a staff member.
- Where possible school photographers should only take photos of students from their school.
- Casual parent or student photographers without school permission **ARE NOT** permitted to take photos on the arena.
- Photographers must keep well clear of all officials and competing athletes.
- Cameras and mobile phones are not permitted in toilets and change rooms.

Evacuation Procedures

School staff are to be provided with a copy of the Safety and Evacuation procedures and map. **Refer to Relevant appendix**

Presentations

At the conclusion of the carnival there will be a formal presentation ceremony to announce all the team trophy winners. Presentations are conducted ASAP after the last event has been completed. The Director of Sport is assisted in the presentations by the Principal of the designated school **Refer to Relevant appendix**. Correct protocol is that all schools remain for the presentations, however, if a school needs to leave due to travel constraints, they should inform the Director of Sport and leave the venue before presentations commence. It is not the correct protocol for schools to leave during the presentations as this detracts from the occasion.

Schools should prepare students for the presentations as follows.

- Team Representatives: Each school should have **4 competitors (2 PER GENDER)** represent their school at the presentations. These students should be standing in an orderly fashion behind the presentation table with their school banner.

Spectators should be seated in the grandstand and called to be quiet as the presentations commence.

Video Recording – Live Stream

All ACC athletics carnivals in **2025** will be video recorded by Two Monkeys Streaming and live streamed to YouTube on a private channel. The production will predominantly cover track events and presentations.

Schools need to advise the ACC if they have any competing student that does not give consent to be video recorded or photographed by the ACC. To assist in this process there is a web form on the ACC site that schools need to complete and submit by the **27th August**. [Media Non-Consent Form | Associated & Catholic Colleges of WA](#)

Student details will be provided to the production company who will try not to include the student in the video footage for their events. The form will collect the students name, school, age group and potential track events that they may compete in.

COMPETITOR INFORMATION

Competitors are not to be inside the arena unless they are competing in an event.

On completion of a field event and once informed of their placing, competitors are to move immediately back to their designated school competitor areas.

Competitors are not to take supporters to the location of their event.

Competitors in individual track events are to follow the marshalling instructions as described below

- Receive marshalling instructions from your team manager/coach.
- On hearing the marshalling announcement over the public address, immediately report to the prescribed marshalling area.
- A nominated student official from your school is to act as a "substitute runner", to register a student already participating in an event at the time of marshalling, with the appropriate marshal.
- On arriving at the marshalling area, line up behind the appropriate school sign, then sit in the prescribed seat in event order, starting with the lower age groups. Listen for and follow the Marshal's directions.
- Await the marshal's call.
- Register your **NAME** and **COMPETITOR NUMBER** (and division of event) with the Marshal.
- As a group, and under the guidance of a marshal's student assistant, move to the start area for your event, via the prescribed path.
- Await instructions from the starter's assistant at the start assembly area for your event.

Competitors, who are competing in field events that coincide with track event marshalling times are to follow these directions:

- Report to the track event marshal first and have your name/number recorded. A student substitute can do this on your behalf.
- Next, report to the field event site location to record your name/number and then report back to the start area of the track event, at the appropriate time. The start of track events will not be delayed waiting for competitors in this situation.
- After the track event is finished, return to the field event.

Field event site officials will wait for the return of registered competitors up to 15 minutes after the start of the next event at that site location. If a competitor has not returned by this time, the initial event is considered closed. If it is the last event of the day at that site, the official will wait no more than 15 minutes after all other registered competitors have completed their attempts.

Note: In high jump events, if an athlete chooses to leave the event to compete in another track or field event, they must jump at whatever the bar height has been increased to upon their return. The bar will not be lowered for returning competitors. The same rule applies to competitors that pre-register for the high jump event but miss the start because they are delayed at other events.

Competitors in the relay events are to follow the marshalling instructions as described below:

- Relay teams (individual runners) are to report to the appropriate **start** and **relay changeover** areas, these are the marshalling tents used throughout the carnival. 1st runners report to the 400m/800m tent, 2nd runners report to the 1500m tent, 3rd runners report to the 200m tent and 4th runners report to the 100m tent.
- The Changeover Marshal/s put teams into lanes in the designated trackside changeover area (outside of track).
- The Track Marshal/s double check that teams are in correct lanes.

On completion of a field event, a competitor is to request his or her final placement from the staff member officiating. For short distance track events, (hurdles, 200m, 100m, 400m and relay), results will be posted at a designated site and competitors should check their final placing there.

Short track event competitors are to remain in their lane until the chief judge has cleared them. They may then return to their team areas. Competitors in short track events should not wait to be told their place and time from the officials as this may hold up the carnival.

800m and 1500m competitors form an Indian file, well past the finish line, off the track. Competitors will then be advised of their placing as per instructions from the Chief Judge. Competitors then confirm their place at the long-distance trackside recorder's table.

Teams and individual competitors are not to warm up on the main arena prior to the start of the carnival. Warm ups are to take place on McGillivray oval. During the carnival, warm ups are to take place well clear of field events being conducted on McGillivray oval. NB: For safety reasons, field event warm ups are not to be done using implements. Competitors may warm up on hurdle events immediately prior to their event and at the change of heights/movement of hurdles. However, the athletes must be ready for their event when called on by the starter.

All throwing instruments are supplied. Personal throwing instruments are not to be used unless approved by the AWA Throws Referee.

All competitors must use footwear in accordance with item 7.4 of this section, Conditions of Hire, item 7.

Competitors are to be dressed in the official athletics uniform of their school. The Chief Referee aligned to each event has the power to disqualify a competitor who is not suitably dressed. It is preferred that shirts are tucked in.

Bicycle shorts are not to be worn unless they are an official and coordinated part of the athletic uniform of that school. This addition must be registered with the Director of Sport, not less than fourteen (14) days prior to the carnival.

Protests should follow the correct procedures and are to be made by the school manager or head coach on behalf of the student athlete to the relevant Referee (Track or Field). Protests should be made at once, and not later than sixty minutes after the result has been officially recorded. The Organisers of the meeting shall be responsible for ensuring that the time of the recording is noted. Any protest shall in the first instance, be made orally to the Referee by the athlete him/herself or by the school sports coordinator/coach acting on his/her behalf. To arrive at a fair decision, the Referee should consider any available evidence that he/she thinks necessary. **Refer to Relevant appendix**

Competitors are to have their competitor number written legibly on the back of their left hand. An indelible black texta/marker pen is suitable. Only team managers and/or coaches are to write this number on the back of the hand. **** Competitors are to compete under one registered number only. ****

OFFICIAL'S INFORMATION

Officials should have been fully briefed by the Sports Coordinator of the school they are representing. It is the responsibility of the school to ensure this happens.

The Referee controlling a particular event has the power to disqualify a competitor who does not abide by the event rules, the required standard of dress and footwear and the code of conduct **Refer to Relevant appendix**

Officials are to be fully conversant with the rules and procedures pertaining to the event or position they have nominated for and the officials' code of conduct **Refer to Relevant appendix**. Officials are to report to the Official's Manager, **at the north eastern end of the grandstand**

BEFORE 8am **A – F divisions**

BEFORE 8:30am **G – I divisions**

BEFORE 9am **J division**

BEING 'ON TIME' IS CRITICAL.

Officials are to register their arrival with the Official's Manager and then report to the designated briefing area. After receiving a briefing from the Carnival Manager, officials will receive final instructions from their relevant Chief Official, collect specific equipment and disperse to their duty location.

The Official's Manager is to advise the Carnival Manager of any late arrivals or non-attendance of officials. The school concerned will be contacted to provide a substitute.

Officials are to bring their own pens, lunch, and come prepared to be adequately protected from the weather elements (sun & rain).

Officials will be provided with complimentary cold drinks, tea, coffee and biscuits during their duty, which will be delivered to their event location by the hospitality students. Lunch WILL NOT be provided to officials. Food and drinks can be purchased from the Venues West Kiosk and Perth HPC Stadium Café. Arena officials and student officials should be wearing their supplied vest so the hospitality school students can easily identify them for refreshments. Arena officials are catered for from 10:00 am. **Refer to Relevant appendix**

Working with Children: All officials working at ACC carnivals are required to be checked under the Working with Children (WWC) legislation and hold a current WWC ID number, or be covered by an exemption.

STATE ATHLETICS STADIUM CONDITIONS/MARKINGS

The following conditions will apply to hirers of the State Athletics Stadium.

The venue is to be left in a clean and tidy condition. The cost of any additional cleaning incurred by Venues West resulting from the use of the venue shall be charged to the hirer.

No vehicles are to enter or park within the confines of the venue.

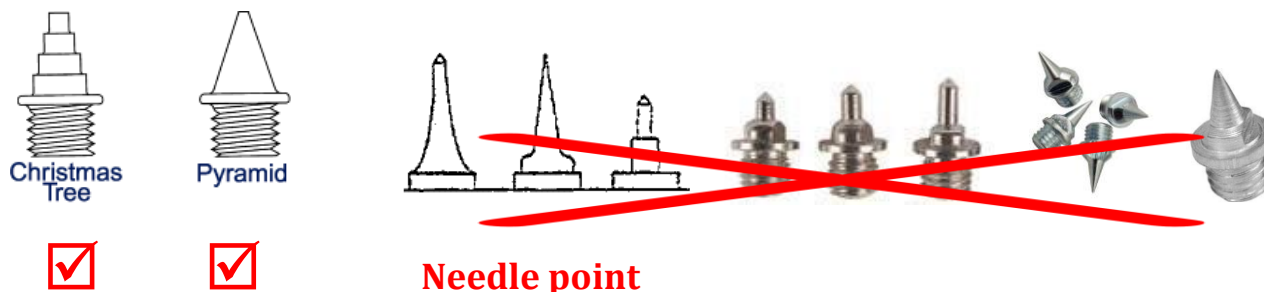
Chewing gum must not be discarded on the arena or track at any time.

To maximise performance & prevent damage to the mondo surface, athletes must NOT use 'sharp' needle point (as per images below) spikes that will penetrate the surface.

The mondo track is designed such that athletes will depress the surface & the 'rebound' effect will propel them forward, thereby maximising performance. This will only occur when a 'blunt' spike is used. As such, the ONLY spikes PERMITTED for use on the track are of the **Christmas Tree & Pyramid** shape variety as pictured below. The material of which the spike is made e.g. ceramic or metal is irrelevant & so will not be monitored.

The spikes must conform to the following rules:

- Track spikes must not exceed 7mm and must be Christmas Tree, Pyramid/Cone shaped. Sharp needle point spikes are not allowed.
- Field spikes must not exceed 9mm, *except for* Javelin & High Jump which must not exceed 12mm.



Under no circumstances are star pickets, wooden pegs, metal spikes or any other objects to be inserted into the running surface or grass infield. Marquees and other temporary structures are to be erected using sandbags or water weights.

Marking the Track and Runway with sand, chalk, powder or any other materials or things, other than markers provided by Athletics West is **PROHIBITED**.

The hirer will be responsible for the costs of repairs for damage caused to any property during the tenure of hire.

Failure to comply with any of the conditions may result in the immediate removal of the offenders from the area.

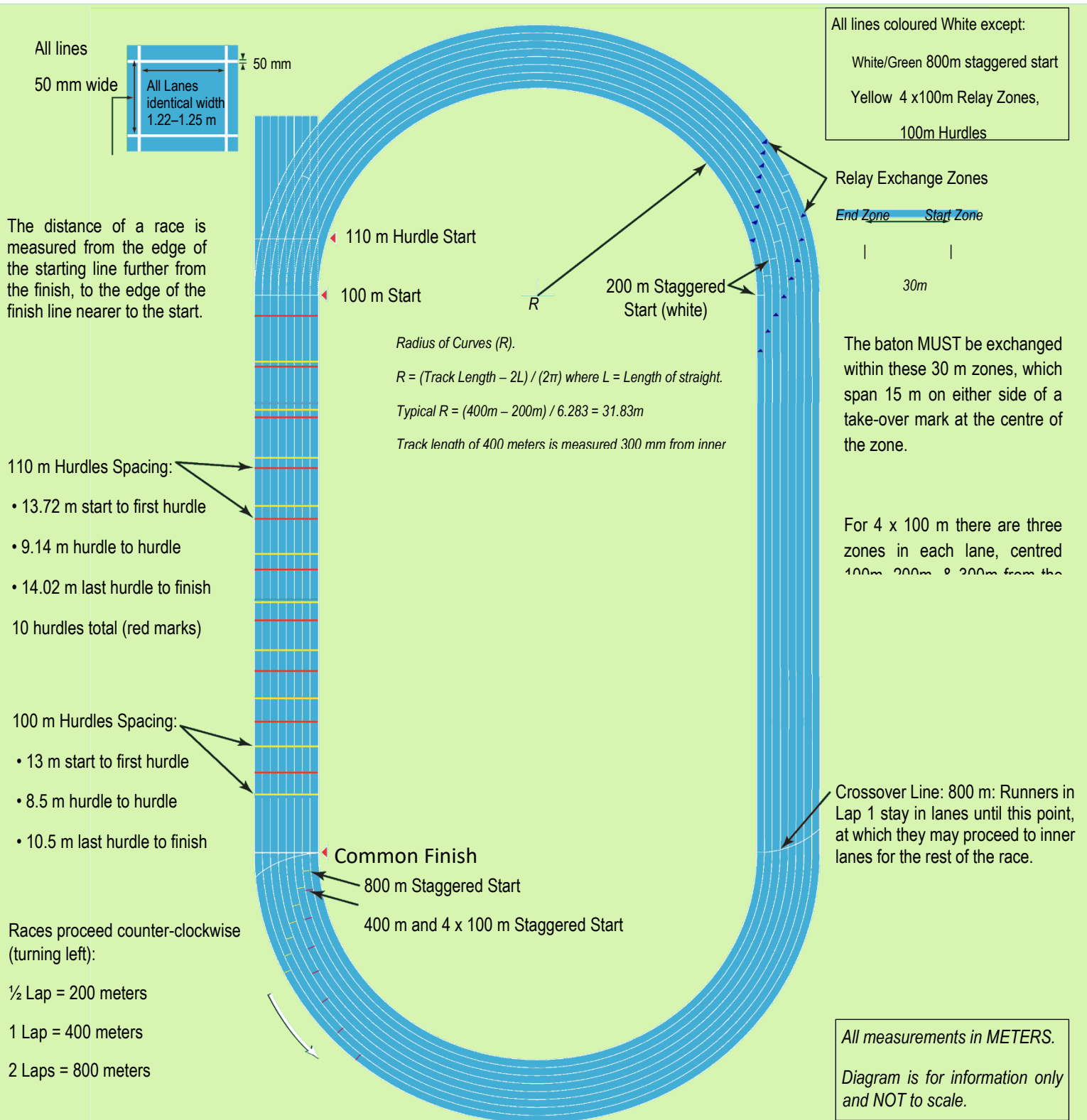
Lanes to be used as follows:

Lanes 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1 for 110m sprints and hurdles straights (front and back)

Lanes 9, 8, 7, 6, 5, 4, 3, 2, 1 for circular track

Hurdles Markings and Set Up

Gender	Age	Distance	Track Marks	Flights	Start	Between	Finish	Height
Girls & Boys	U13	80m	Black	9	12m	7m	12m	76.2cm
Girls	U14	80m	Black	9	12m	7m	12m	76.2cm
Boys	U14	90m	White	9	13m	8m	13m	76.2cm
Girls	U15 & U16	90m	White	9	13m	8m	13m	76.2cm
Girls	Open	100m	Yellow	10	13m	8.5m	10.5m	76.2cm
Boys	U15 & U16	100m	Yellow	10	13m	8.5m	10.5m	84cm
Boys	Open	110m	Red	10	13.72m	9.14m	14.02m	91.4cm



APPENDICES

1- ACC ALL STARS ATHLETICS TEAM

BASIS OF SELECTION

- The two (2) 'best performed' athletes within an individual event category and across all divisions of carnival, will be selected in an **"All Star"** honorary representative team.
- For multi class and inclusive athletes, ONLY classified athletes will be eligible for ACC All Stars selection. Across all ten (10) divisional carnivals, for each event and age group, the one (1) classified athlete with the highest baseline score, will qualify for All Stars Team selection.
- The 'best performed' athlete will be placed in the Division I event, whilst the 2nd 'best performed' athletes will be placed in the Division II event.
- Reserves will not be selected.
- Such factors as wind assistance etc will not be considered.
- The 4 'best performed' athletes within each of the 100m gender age group events will be selected for the various relay teams.
- Schools in lower division carnivals with reduced age groups may apply for a dispensation for an athlete to be considered for All Star selection in their correct age group, if that age group was not in place for their divisional carnival. All Star selection dispensations will only be considered if the performance of the athlete would have qualified them for All Star selection in their actual age group. Schools have 3 business days after the last carnival to apply for a dispensation ruling. Dispensations are not given retrospectively and only upon request from the school. In field events, event specifications must be the same for All-Star dispensation selection and record honours to be granted.

Awards

Each student selected in an All Star team will be awarded a personalized certificate and pin badge by the ACC.

A list of students selected for the All Stars team will be sent to schools after the series of carnivals. Schools are to check spelling of student's names and confirm with the ACC office.

After the protest period has elapsed, certificates will be sent to the printers. An All Stars Team certificate and badge will be sent to each school to be presented to each athlete selected.

Full All Stars Team listings team can be found on the website at <http://www.accsport.asn.au/carnivals/athletics/all-stars-team>

All Stars Team listings by school can be found in the ACC Yearbook on the website at <http://www.accsport.asn.au/acc-information/yearbook>

Letters: Students that achieve the feat of All Star selection in the same sport for at least four years will be awarded "ACC Letters" and presented with framed chenille ACC Letters in recognition of their achievement and they will be conferred the honorary title "ACC Lettermen".

<http://www.accsport.asn.au/carnivals/all-stars/lettermen-club>

2- ALLOCATION OF SEATING, GRANDSTAND LAYOUT AND SHADE SAIL AREAS

Number of seats in each block of the Grandstand: A 104, B 200, C 250, D 103, E 110, F 237, G 200, H 110, I 84, J 268, K 200, L 104 (Specific seating allocations will be sent to schools ahead of the carnivals)

Annual rotation is clockwise when facing North West, i.e. Block L (100m start) moves to Block A (100m finish).

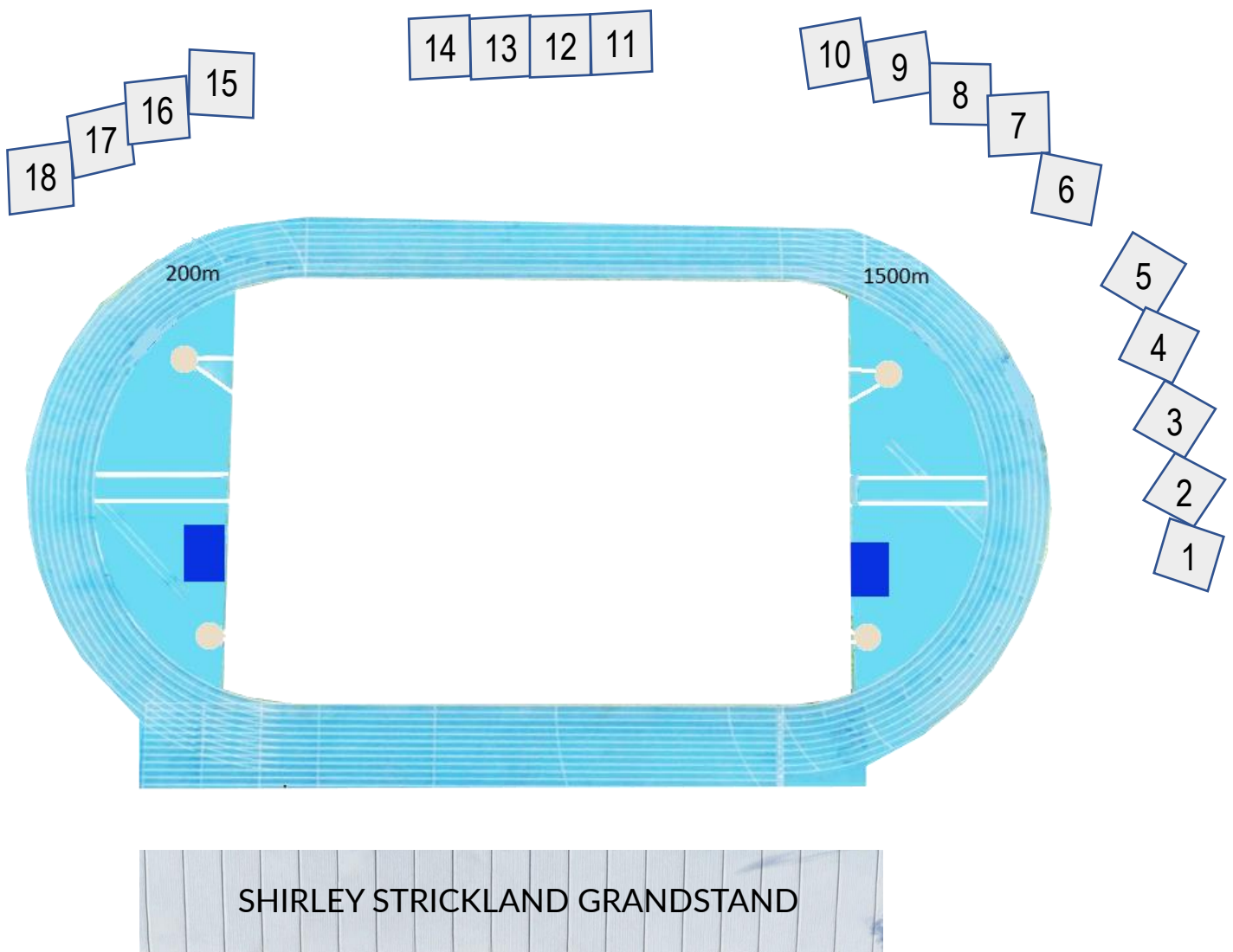
If specific rows/seats are not allocated and schools are sharing a block of seats, each school will take a side or the front or rear with seats evenly divided down the middle of the block.

The 18 shade sails around the grassed banks can be used by schools as competitor areas. Annual rotation for shade sails is also clockwise when facing North West, i.e. shade sail 1 moves to shade sail 18.

Parents/Public spectators should sit in their allocated block, not with the school they have come to support.

COMPETITOR SHADE SAIL AREAS

(Not to Scale)



3- ATHLETICS RECORDS

ACC ATHLETICS RECORDS 2024

[Athletics - Records | Associated & Catholic Colleges of WA \(accsport.asn.au\)](https://accsport.asn.au)

Multi Class Records 2024

[Athletics - Records | Associated & Catholic Colleges of WA \(accsport.asn.au\)](https://accsport.asn.au)

Notes:

Specifications:

The ACC follows the same field and hurdle event specifications as Athletics Australia or if these do not cover younger age groups the specifications of Athletics West. If the ACC changes the specifications for an event then the existing record is still maintained but is designated as “superseded” and moved into an archived state. The records published as the “official” records are those covered by the currently used specifications. “Superseded” records can be made current again if specifications change.

Timing: The ACC commenced use of photo finish timing for short track events in 2000. Manual hand timing is used for long track events (800m/1,500m). In normal circumstances existing short track records set after 1999 can only be broken with an accurate photo finish time, as manual “hand” times are always faster than a photo finish time.

Manual times can only be used to break records;

in long track events,

if the record existed before 2000 and photo finish was not available,

or if in the opinion of the track referee and carnival manager there is evidence to suggest that a manual time can be considered as record breaking in the absence of an accurate photo finish time.

The chief track referee in consultation with the chief timekeeper, photo finish operators and carnival manager has the authority to verify if a new record has been set.

- **Age group Dispensation:** Schools in lower division carnivals with reduced age groups may apply for a dispensation for an athlete to be considered for a “record” performance in their correct age group, if that age group was not in place for their divisional carnival. Record dispensations will only be considered if the performance of the athlete would have equalled or broken the record in their actual age group. Schools have 3 business days after the last carnival to apply for a dispensation ruling. Dispensations are not given retrospectively and only upon request from the school. In field events, event specifications must be the same for All-Star dispensation selection and record honours to be granted.

4- BUS & UWA SPORTS PARK STUDENT ACCESS SUPERVISORS

- The Bus & UWA Sports Park student access supervisors have a joint role; to supervise the movement of students between the State Athletics Stadium and UWA Sports Park (McGillivray Oval) and to assist with the control of school buses at drop off and pick up. Before the carnival starts and when finished, the officials are to assist with bus supervision. Once the carnival is underway the officials are to supervise the movement of students to and from the UWA Sports Park athletics track.
- **UWA Sports Park (McGillivray oval):** at the A & B carnivals the UWA Sports Park (McGillivray) athletics track is open and will be used for division two discus and javelin events. The grass track, jump pits and throw areas are also open as warm up/cool down areas.
- The UWA athletics site is approximately 300m south east of the State Athletics Stadium (see [map 6](#)). Access to the area is as follows:

- Cross the road behind the athletics stadium at the temporary crossing area marked with road signage.
- Follow the marked track through the bush behind the outdoor water polo area to the UWA tennis centre.
- Move through the middle of the tennis centre in the central grass walkway.
- Cross McGillivray Road at the designated road crossing.
- The two student access supervisors are to ensure that there is always one supervisor at the start of the track near the road behind the athletic stadium. The first supervisor should be visible to students leaving the stadium and should ensure that students cross at the temporary crossing marked with road signage. The access supervisor has a stop/go sign that can be used to halt traffic if required. The access supervisor should then direct students along the marked track through the bush to the tennis centre.
- The second access supervisor can patrol the road crossing area near the tennis courts. Access supervisors are to ensure that the McGillivray Road crossing is adequately supervised by the traffic management company that will erect road signs and a temporary crossing area. Ensure that students cross at the designated crossing area.
- Access supervisors are to report any inappropriate behaviour to the carnival manager.
- **Bus Movement:** Once the officials have signed in they should commence bus supervision duties until the carnival starts and similarly once the carnival events have finished they should commence bus supervision. As there are two officials in this role it would be appropriate at the start and finish of the carnival to allow one official to remain on UWA access supervision and one on Bus supervision until it is clear that there is no longer any student movement/bus activity and the duty is no longer required, the other official can commence UWA access/bus duties as required.
- The purpose of the bus supervision duty is to ensure that buses adhere to the parking and traffic plan see Appendix 4.16, 4.16.1 & 4.16.2 for details of the plan and a map.
- **Drop Off:**
- Buses are to enter the Perth HPC Stadium precinct off Stephenson Ave and proceed north towards the athletics stadium.
- Buses stop in front of the Shirley Strickland Grandstand (near the flag poles) and students disembark buses and move into the stadium. Buses should not try to enter the precinct from the Basketball Stadium end.
- Buses then exit the precinct by travelling north towards the basketball stadium and exit onto Underwood Avenue.
- Buses that wish to stay for the duration of the event can re enter the precinct off Stephenson Avenue and park in Car Park 2 (grassed area) or behind the clubrooms at the UWA Sports Park (McGillivray).
- VenuesWest will also have staff directing traffic at the venue.
- **Pick Up:**
- Buses will enter from Stephenson Ave and assemble outside the athletics stadium in front of the flag poles in the set pick up order.
- Buses will line up from the athletic stadium back towards Car Park 1 and await their turn for pick up at the front of the athletics stadium.
- Schools will exit the venue in a set order (Appendix 4.16.1).
- Buses will then exit by proceeding north/east and leave next to the basketball stadium onto Underwood Avenue.

- ACC bus officials with radio link will advise the announcer inside the facility when each school(s) bus(s) are in place and schools will then be asked to exit the facility in that order. If school buses are not in the correct order then the officials will ask the announcer to direct another school to exit the facility in their place.
- The order is based on the seating order in the grand stand (*with some exceptions for outlying schools*).
- **Buses should be parked outside the stadium and ready to exit by 2.00pm (A/B/C/D/F) 1.15pm (D/E/G division).**
- Venues West will also have staff directing traffic at the venue.
- PARENT Parking: will be located in Perth HPC Stadium parking facilities, not at the athletics stadium. Parents are to enter the grandstand at the top level through aisle 1 or 2 and sit in Block A under shade sail 1.
- VIP/Officials parking: 76 car bays located next to the athletics stadium are allocated to VIP/officials parking and this is reserved for event officials. Officials parking is also available in car park 1. Officials unable to park in this area will use the normal HBF Stadium car parking. Schools should provide their officials with an ACC VIP/Officials parking permit so that they will be granted entry to park in the officials areas.
- EARLY SCHOOL EXIT: Schools that wish to leave the venue early (before presentations commence) will need to make arrangements for their bus to be in place early so that when the students leave they can board the buses.
- PARENT PICK UP: Parents that are collecting students from the venue are to park in the Perth HPC Stadium car park and make arrangements to meet their child outside the athletics stadium. Students should not walk unsupervised from the athletics stadium to the Perth HPC Stadium car park.

5- CODES OF CONDUCT

Athletes Code of Conduct...

The code of conduct provides an ethical framework for a positive, safe and harassment free environment. As an athlete you should:

- Compete for the “fun of it” and in the spirit of fair play.
- Respect the rights, dignity, privacy and worth of fellow athletes and competitors.
- Refrain from any form of harassment of others.
- Contribute to a respectful sporting culture which is accepting of individual differences and to behave accordingly.
- Contribute to a safe sporting environment by using equipment and facilities in a safe and correct manner.
- Do not accept inappropriate behaviour from others.
- Respect the talent, potential and development of fellow athletes and competitors.
- Abide by the rules and respect the decision of the officials, making all queries, protests and appeals through appropriate channels and respecting the final decision.
- Maintain high personal behaviour standards at all times (including but not limited to – dress, ethical standards, language, manner and temper).
- Throughout the competition always wear the correct Team Uniform.
- Care for and respect the equipment provided to you as part of the competition.
- Be frank and honest with your coach concerning illness, injury, fitness and your ability to compete fully within the program of events assigned to you.
- Comply with all rules and policies as published and adopted by the Associated & Catholic Colleges of WA.
- Understand the repercussions if you breach, or are aware of any breaches of, this Code of Conduct.

Sanctions

The following sanctions, in addition to others deemed appropriate, may be applied in the event of any breach of this Code of Conduct by an athlete:

- An athlete may be disqualified in an event at the competition.

- Membership of the School Team may be terminated by the school.
- An athlete may be excluded from competing at the competition or any part or parts thereof.
- An athlete may be considered ineligible for membership in future School Teams by the school.
- An athlete may be deemed ineligible or disqualified from participating in any event or competition conducted under the control or auspices of the Associated & Catholic Colleges of WA for such period as deemed appropriate.

Coach's Code of Conduct...

The code of conduct provides an ethical framework for a positive, safe and harassment free environment. As a coach you should:

- Remember that children participate for fun and enjoyment and winning is a bonus.
- Encourage athletes to work towards skill improvement, sportsmanship and personal best performances.
- Never ridicule, yell at or scold an athlete for making a mistake or losing.
- Avoid focussing on high achieving athletes, all athletes deserve equal time.
- Respect the rights and worth of every person regardless of their gender, ability, culture or religion.
- Coaches must understand and respect the Rules of Competition.
- Recognise and respect the value and importance of administrators and officials.
- Respect the official's decision. If a result or decision needs to be checked, follow the appropriate procedure in order to query the decision and teach athletes to do likewise.
- Do not approach officials directly to question their judgement in public. Only the official school representative (sports coordinator or head coach) has the right to query an official.
- Never enter the competition area; track, field event site or officials area.
- Never video or photograph children that are not in team.
- Demonstrate appropriate behaviour at all times and refrain from conduct which could be regarded as undue pressuring, intimidation, harassment, discrimination, bullying or victimisation.
- Ensure that equipment and facilities meet safety standards and report any concerns to carnival management.
- Take into consideration the maturity level and fitness of children when scheduling their competition loads.
- Keep yourself informed of sound coaching principles and the principles of child growth and development.
- Coaches must never solicit athletes who are receiving coaching to join their squad or change their coaching situation without first involving the current personal coach or coaches.
- Comply with all rules and policies as published and adopted by the Associated & Catholic Colleges of WA.

Sanctions

The following sanctions, in addition to others deemed appropriate, may be applied in the event of any breach of this Code of Conduct by a coach or teacher:

- An athlete may be disqualified in an event at the competition if another person acting on their behalf breaches this code of conduct in any way that could have a negative impact on a competitor or official.
- A coach or teacher may be asked to leave the competition area or venue.

Officials Code of Conduct...

The code of conduct provides an ethical framework for a positive, safe and harassment free environment. As an official you should:

- Ensure that equipment and facilities meet safety standards and assist in the safety and welfare of athletes.
- Be a positive role model in behaviour and personal appearance.
- Feel confident about what you are doing and the decision you are making.
- Value the individual.
- Answer any and all questions asked of you by an athlete.
- Use common sense to ensure that the "spirit of competition" is not lost.
- Accept responsibility for all action taken.
- Be impartial and do not coach athletes whilst officiating.
- Work as part of a team and follow instructions provided by Competition Management, Referees or Chief Officials.
- Avoid any situation which may lead to conflict or to a conflict of interest.
- Be courteous, respectful and open to discussion and interaction.

- Refrain from any form of personal abuse or harassment towards athletes and/or fellow officials.
- Make personal commitment to keep yourself informed of required officiating protocols and up date with technical rules.
- Comply with all rules and policies as published and adopted by the Associated & Catholic Colleges of WA.
- Understand the repercussions if you breach, or are aware of any breaches of, this Code of Conduct.

Sanctions

The following sanctions, in addition to others deemed appropriate, may be applied in the event of any breach of this Code of Conduct by an official:

- An official may be excluded from officiating at the competition, or any part or parts thereof and asked to leave the competition venue;
- Inappropriate behaviour or conduct outside the rules of the competition by an official may be reported to Athletics West;
- An official may be deemed ineligible or disqualified from officiating in any future event or competition conducted under the control of the Associated & Catholic Colleges of WA for such period as deemed appropriate.

Parent and Spectator Code of Conduct...

The code of conduct provides an ethical framework for a positive, safe and harassment free environment. As a parent or spectator, you should:

- Encourage children to participate if they are interested. If a child is not willing – do not force him/her.
- Focus on the child's efforts and performances rather than the overall outcome of the event.
- Teach children that an honest effort and personal best is as important as a victory, so that the result of each event is accepted without undue disappointment.
- Encourage children to always participate according to the rules.
- Never ridicule or yell at a child for making a mistake or losing an event.
- Respect the official's decision. If a result or decision needs to be checked, follow the appropriate procedure in order to query the decision and teach athletes to do likewise. Do not approach officials directly to question their judgement in public.
- Never harass, intimidate or place undue pressure on an official or competitor.
- Never enter the competition arena, track, field event site or officials area.
- Never video or photograph children that are not in your immediate family.
- Recognise the value and importance of the volunteer coaches. They give their resources to provide recreational activities for your child's involvement and deserve your support.
- Athletes participate in organized sports for fun. They are not competing for the entertainment of the spectators only, nor are they "miniature" professionals.
- Applaud all good performances and effort by your teams athletes and their opponents regardless of the competition's outcome.
- Always aim to give children positive motivational comments.
- Show respect for your team's opponents. Without them there would be no competition.
- Demonstrate appropriate social behaviour by not using foul language, harassing participants, coaches or officials.

Sanctions

The following sanctions, in addition to others deemed appropriate, may be applied in the event of any breach of this Code of Conduct by a parent, guardian, friend or family member:

- An athlete may be disqualified in an event at the competition if another person acting on their behalf breaches this code of conduct in any way that could have a negative impact on a competitor or official.
- A parent or spectator may be asked to leave the competition venue.

6- COMPETITOR NOMINATIONS

Schools are asked to submit the names, birthdates and genders of their entire secondary school student population by completing the relevant form, available on the ACC website. The form is listed as **School Student Data Form** <https://www.accsport.asn.au/carnivals/athletics/nominations> .

If you are unsure of how to access the required data, contact your school office/administration, IT department or the ACC office. Most schools will have a database of student information, and this can be used to transfer data to the form. IT staff should be able to export the required data and enter it into the form in the correct fields. It is important that student data is entered into the correct columns, and no changes are made to the format of the file.

Student Data Upload

Schools will receive a unique link to their online team nomination form where they can upload their own student data. The nomination form will allow schools to add, delete and edit student details. Once the student data has been uploaded, the carnival event fields will populate with students in their correct age group categories.

Competitor numbers will be allocated to students via the online once student data from all schools in a carnival has been uploaded. Schools will be able to export a student list with competitor numbers from the nomination form for their perusal.

NB:

- 1. If you have a student who goes by a 'preferred' first name that is different from their official first name, please enter the preferred name only in the First Name column.***
- 2. If your list includes a second (middle) name in the exported entries, please remove this so there is only a first name and a surname.***

The due date for school student data to be uploaded to the online nomination form is **Friday 15 August**.

Team Nominations

Once student data has been uploaded to the online nomination form, schools can begin allocating competitors to the events in their carnival program. If there is an error, or schools cannot find a student when searching the drop-down menus, there are options to correct student data so that they import correctly into their age categories. Please refer to the **Frequently Asked Questions** link on the nomination page for assistance. If schools cannot solve an issue within the form, please contact the ACC.

Schools are not required to download the online form. Additions, changes and entries completed by the user will automatically be saved, and available to schools for further editing up to their carnival day.

Entries from the online team nomination forms will be transferred to the Meet Manager system by the due date listed in the table below.

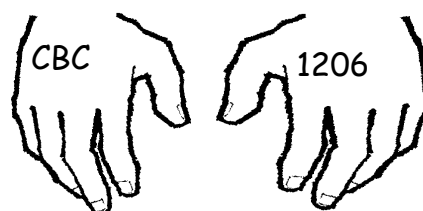
Division	Carnival Date	Entries Close 12 pm
A	17/09/2025	16/09/2025
B	18/09/2025	17/09/2025
C	15/09/2025	12/09/2025
D	19/09/2025	18/09/2025
E	10/09/2025	9/09/2025
F	9/09/2025	8/09/2025

Division	Carnival Date	Entries Close 12 pm
G	8/09/2025	5/09/2025
H	5/09/2025	4/09/2025
I	4/09/2025	3/09/2025
J	3/09/2025	2/09/2025

7- COMPETITOR NUMBERING INSTRUCTIONS

Competitor numbers are to be written on the back of the left hand of each competitor, in permanent black marker by the team Coach or Manager. Please note the following:

- The bottom of the numbers should be close to the knuckles.
- Print numbers clearly:
 - ensure 1's are distinct from 7's
 - ensure 3's are distinct from 8's
 - ensure 4's are distinct from 9's
 - ensure 5's are distinct from 8's
 - ensure 6's are distinct from 0's



Each school has a code and this is to be written on the back of the competitor's right hand, e.g. CBC = CBC Fremantle, JWS = John Wollaston ACS, etc.

8- DISQUALIFICATION SHEET

DISQUALIFICATION SHEET				
DATE:	EVENT No:	DIVISION:	LANE:	
INFRINGEMENT OBSERVED AND REPORTED BY:				
ACTING AS	REFEREE:	UMPIRE:	SITE OFFICIAL:	STARTER:
ACTION TAKEN	DISQUALIFICATION:		OTHER:	
SIGNED BY:				
ATHLETE ADVISED:		TEAM ADVISED:		
INFRINGEMENT DETAILS - Record where appropriate				
START	NOT BEING READY:	INTERFERENCE:	BREAK:	OTHER:

HURDLES	RUNNING OUTSIDE LANE:		INTERFERENCE:	NON ATTEMPT AT ALL HURDLES:	OTHER:
COMPUTER ROOM	TOO OLD FOR AGE GROUP:		COMPETED IN TWO AGE GROUPS:	COMPETED IN BOTH DIVISIONS:	OTHER:
RELAYS	OUTSIDE CHANGEOVER ZONE:		INTERFERENCE:	INCORRECT RUNNER PICKED UP DROPPED BATON:	OTHER:
UNIFORM	COMPETITOR NUMBER:		TRACK SHOES:	SCHOOL UNIFORM:	OTHER:
TRACK	100m	200m	400m	800m	1500m
	CUTTING ACROSS TOO EARLY:		RUNNING INSIDE THE INNERMOST LINE OF THE TRACK:	INTERFERENCE:	OTHER:
DISQUALIFICATION PROTEST DETAILS					
PROTEST LODGED BY:			PROTEST LODGEMENT TIME:	ACTION TAKEN:	

9- FIELD EVENT OFFICIALS WORK/RESULT SHEETS (SP/LI & D/I)

A DIVISION FIELD RECORDING SHEET

SHOT PUT									
EVENT NO. 174				DIVISION 2					
BOYS		GIRLS		ACTUAL START TIME: 12:15		RECORD: 15.08			
AGE GROUP: OPEN				ACTUAL FINISH TIME:		NEW OR EQUALLED:			
TRIES ORDER	SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	1st ATTEMPT	2nd ATTEMPT	3rd ATTEMPT	BEST ATTEMPT	PLACE	
1	MAZENOD/ST BRIGID'S	M. CARTER	12098	8.96	8.04	8.77	8.96	2	✓
2	SACRED HEART	M. HUNTER	6130	8.52	8.08	8.21	8.52	5	✓
3	MERCEDES/CBCFREM	M. HIGARTY	2006	7.07	X	7.89	7.89	7	✓
4	JOHN XXIII	C. BEERS	9728	X	6.48	8.11	8.11	6	✓
5	ALL SAINTS'	J. PATTERSON	8110	9.15	8.82	9.20	9.20	1	✓
6	JOHN SEPTIMUS ROE	K. BAKER	66	8.45	8.34	8.67	8.67	3	✓
7	PETER MOYES	J. LENA	7930	8.42	7.50	8.58	8.58	4	✓
8	CORPUS CHRISTI	A. IANNANTUONI	4546	X	X	7.19	7.19	8	✓

EVENT NO. 175				DIVISION 1					
TRIES ORDER	SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	1st ATTEMPT	2nd ATTEMPT	3rd ATTEMPT	BEST ATTEMPT	PLACE	
1	MAZENOD/ST BRIGID'S	M. MC GLEW	11992	9.45	8.19	9.45	9.45	5	✓
2	SACRED HEART	C. Metcalf	6365	10.45	10.90	10.02	10.90	2	✓
3	MERCEDES/CBCFREM	B. MITCHELL	2055	X	10.59	10.40	10.59	3	✓
4	JOHN XXIII	S. DURRANT	9758	X	8.37	8.92	8.92	7	✓
5	ALL SAINTS'	M. WHITTINGTON	8697	7.11	6.51	6.92	7.11	8	✓
6	JOHN SEPTIMUS ROE	S. SHAW	847	9.11	8.97	8.61	9.11	6	✓
7	PETER MOYES	D. SMITH	7911	10.89	11.22	X	11.22	1	✓
8	CORPUS CHRISTI	K. LIDDELOW	4675	8.30	9.62	9.51	9.62	4	✓

(X) = NO THROW / DISQUALIFICATION (—) = PASS

THE OFFICIAL'S ASSISTANT IS TO OBTAIN THE CHIEF FIELD REFEREE'S SIGNATURE ON THIS FORM FOLLOWING THE COMPLETION OF THE EVENT. IT MUST THEN BE DELIVERED IMMEDIATELY TO THE RESULTS ROOM.

In the case of a new or equalled record, indicate with an asterisk (*) next to the place awarded. Put new record in record box. Carnival Manager must check all records before they are ratified.

Simultaneous Event Competitors

Site officials must wait for the return of registered competitors up to 15 minutes after the start of the next event at that location. If a competitor has not returned by this time, the initial event is considered closed. If it is the last event of the day at that site then the official should wait no more than 15 minutes after all other registered competitors have completed their attempts.

JUDGE'S SIGNATURE: 	THROW'S REFEREE SIGNATURE:
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10- HOSPITALITY ROSTER (2000 - 2030)

A Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	Newman	Iona	Mater Dei	CBC Fremantle	Mercedes	Prendiville	Sacred Heart	Chisholm	Santa Maria	John Sept Roe
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Iona	Corpus Christi	St Stephen's Duncraig	Mercedes	Prendiville	Sacred Heart	All Saints'	John Septimus Roe	Corpus Christi	Newman
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	St Brigid's	Sacred Heart	Chisholm	Mercedes	Mazenod	Corpus Christi	John XXIII	CBC Fremantle	Peter Moyes	Newman

B Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	Prendiville	Mazenod	Kolbe	Newman	Aranmore	St Brigid's	Mazenod	Seton	St Stephen's	John XXIII
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Aranmore	La Salle	St Mark's	St Brigid's	Peter Moyes	Seton	Mater Dei	Chisholm	St Norbert	John XXII
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	John Septimus Roe	Prendiville	All Saints'	St Stephen's D	Lake Joondalup	St Mark's	Mater Dei	St Brigid's	Emmanuel	All Saints'

C Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	St Norbert	John Sept Roe	Winthrop	Lake Joondalup	St Mark's ACS	La Salle	Lumen Christi	Carey	Kolbe	Servite
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Aranmore	Mater Dei	Carey	Servite	Lumen Christi	Aranmore	Lake Joondalup	St Stephen's D	Seton	Aranmore
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	La Salle	Mercy	Mandurah CC	Guildford	St Norbert	Seton	Mater Dei	Aranmore	La Salle	Emmanuel

D Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	Aranmore	John Wollaston	Mercy	Ursula Frayne	Swan Christian	Emmanuel	St Norbert	St Stephen's C	Mercy	Irene McCormack
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Lake Joondalup	Emmanuel	John Wollaston	St Stephen's C	Irene McCormack	Mandurah BC	Kennedy BC	Mercy	Swan Christian	Irene McCormack
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Lumen Christi	Kennedy	Kolbe	Kingsway	La Salle	Kennedy	Mercy	Servite	Lumen Christi	Kolbe

E Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	Carmel	Helena	Carmel	Servite	Helena	St Stephen's	Peter Moyes	Irene McCormack	Somerville	Mandurah Baptist
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Helena	Ursula Frayne	Winthrop	Swan Christian	Quinns	Mandurah Catholic	Ursula Frayne	Tranby	Carey - H	Ursula Frayne
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Mandurah Baptist	Frederick Irwin	Helena	Carey - H	Swan Christian	Mandurah Baptist	Providence	Helena	Carey - H	Frederick Irwin

F Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
	*	Emmanuel	Somerville	St Stephen's	Quinns	Living Waters	Tranby	Clontarf	Living Waters	Tranby
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Quinns	Kingsway	Living Waters	Swan Valley	Helena	Peter Carnley	John Wollaston	St Stephen's C	Swan Valley	Living Waters
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Court Grammar	St Stephens' C	John Wollaston	Frederick Irwin	South Coast	Swan Valley	Tranby	Court Grammar	St Stephen's C	Providence
G Div	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
							Quinns	St Andrew's	Swan Valley	Peter Carnley
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	St Andrew's	Holy Cross	Peter Carnley	Holy Cross	South Coast Baptist	Austin Cove	South Coast Baptist	Holy Cross	St Andrew's	Ellenbrook CC
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Dale	Living Waters	Rehoboth	South Coast	Mother Teresa	St James'	Tranby	Providence	Living Waters	Peter Carnley
H Div	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Austin Cove	Clontarf	Alkimos	St Andrew's	Foundation	Alkimos	St George's	Mundaring	St James'	Emmanuel Christian
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Foundation	Ellenbrook CC	Tranby	St Andrew's	Austin Cove	Dale				
I Div	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Rehoboth	Southern Hills	The King's College	Mother Teresa	Fremantle Christian	St Andrew's	Alkimos	Carey Forrestdale	The King's College	International
	2027	2028	2029	2030	2031	2031	2032	2033	2034	2035
	Austin Cove	St John Bosco								
J Div	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	?	Immaculate Heart	St John Bosco	Southern Hills	Heritage	International	Salvado	Immaculate Heart	Southern Hills	Heritage
	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039

NB: Where PROMOTION and RELEGATION have occurred, the schools involved take each other's place in their new divisions.

Country schools are not subject to hospitality rosters but do contribute an equal share to the provision of costs associated with providing hospitality. The rosters are aligned with similar rosters in the same year's swimming carnivals.

GUIDELINES TO HOSPITALITY STAFF

A roster, within each carnival division is based on annual rotation, and is used to determine which school supplies the hospitality staff/officials

It is the aim of the ACC to provide officials, student officials and special guests with light refreshments as they perform their duties. Refreshments include tea, coffee, cordial, water & biscuits. Lunch IS NOT provided. but can be purchased at the Kiosk operated by Venues West and at the Perth HPC Café.

NOTE : Lunch and morning tea is provided to certain chief officials (of which there are approximately 11). A list of these will be provided to the supervising schools staff member on the day.

Hospitality Room: located on the northern side of the grandstand (floor level). ONLY ACC Officials and hospitality staff/students are to enter this area, No school staff (coaches, teachers and/or managers) or students are permitted entry or refreshments.

Arena officials (including student assistants) have refreshments delivered to the event location by the hospitality school's student officials. Officials will be recognised by a pink, orange or yellow vest with 'ACC OFFICIAL' on the back.

The ACC suggests that for the A-F Division carnivals a minimum of **9** people (1 adult + 8 students) is required to perform the catering task at the athletic carnivals. At the F-J Division Carnivals only **8** people (1 adult + 7 students) are required as there are less officials. This is a recommended minimum, but schools may wish to have more helpers on hand to assist with distribution/preparation.

HOSPITALITY REQUIREMENTS

Main Stadium and Results Room (ALL Divisions) and McGillivray Oval (A – B Division carnivals only)

Morning Tea/Lunch Packs (as well as the above) are provided to Specified Athletics West Referees and ACC Staff Only (please refer to list on the day). ACC have pre-ordered these through Venues West.

*** All food and beverage is provided by Venues West catering department. If there are any problems with supplies on the day please contact the catering department on: 9441 8230. ***

Hospitality is provided from approximately 9:30am until the conclusion of the final event at carnivals. Students assisting the staff member are required to be dressed appropriately for the day.

The rostered hospitality school DOES NOT need to provide any equipment - disposable cups and spoons, serving trays, sugar, jugs, urns, cleaning equipment etc will be made available on the day

Towards the end (or during) each carnival, hospitality students are required to :

- assist in preparing and sorting of Official Files as they are returned to the Officials Room.
- collect Official vests at event end
- remove any sheets relevant to current year from returned Officials clipboards,
- help prepare clipboards and officials information for the next carnival

The ACC would like to take the opportunity of thanking you and your helpers in making this major event more enjoyable for all concerned.

11- LANE & ATTEMPT ALLOCATION

A Div 2025

A Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm	John XXIII	Peter Moyes
200m	Peter Moyes	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm	John XXIII
800m	John XXIII	Peter Moyes	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm
400m	Chisholm	John XXIII	Peter Moyes	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman
Relay	Newman	Chisholm	John XXIII	Peter Moyes	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod
(Annual Rotation; Lane 8 to Lane 1)								
A Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	St Brigid's Mazenod	Newman	Chisholm	John XXIII	Peter Moyes	Corpus Christi	St Stephen's Duncraig	Sacred Heart
100m	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm	John XXIII	Peter Moyes	Corpus Christi	St Stephen's Duncraig
(Annual Rotation; Lane 12 to Lane 5)								
A Div	1	2	3	4	5	6	7	8
SP, D, J	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm	John XXIII	Peter Moyes	Corpus Christi
LJ, HJ	Corpus Christi	St Stephen's Duncraig	Sacred Heart	St Brigid's Mazenod	Newman	Chisholm	John XXIII	Peter Moyes
(Annual Rotation; 8th to 1st)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.
 1500m - curved line start 800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

B Div 2025

B Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville	Kolbe	John Septimus Roe	St Mark's	Nagle
200m	Nagle	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville	Kolbe	John Septimus Roe	St Mark's
800m	St Mark's	Nagle	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville	Kolbe	John Septimus Roe
400m	John Septimus Roe	St Mark's	Nagle	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville	Kolbe
Relay	Kolbe	John Septimus Roe	St Mark's	Nagle	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville
(Annual Rotation; Lane 8 to Lane 1)								
B Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Prendiville	Kolbe	John Septimus Roe	St Mark's	Nagle	Guildford Grammar	CBC Mercedes	Mater Dei
100m	Mater Dei	Prendiville	Kolbe	John Septimus Roe	St Mark's	Nagle	Guildford Grammar	CBC Mercedes
(Annual Rotation; Lane 12 to Lane 5)								
B Div	1	2	3	4	5	6	7	8
SP, D, J	CBC Mercedes	Mater Dei	Prendiville	Kolbe	John Septimus Roe	St Mark's	Nagle	Guildford Grammar
LJ, HJ	Guildford Grammar	CBC Mercedes	Mater Dei	Prendiville	Kolbe	John Septimus Roe	St Mark's	Nagle
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.
1500m - curved line start 800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

C Div 2025

C Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Emmanuel CC	Aranmore	Lake Joondalup	Seton	St. Norbert	Mandurah CC	Kingsway	Irene McCormack
200m	Irene McCormack	Emmanuel CC	Aranmore	Lake Joondalup	Seton	St. Norbert	Mandurah CC	Kingsway
800m	Kingsway	Irene McCormack	Emmanuel CC	Aranmore	Lake Joondalup	Seton	St. Norbert	Mandurah CC
400m	Mandurah CC	Kingsway	Irene McCormack	Emmanuel CC	Aranmore	Lake Joondalup	Seton	St. Norbert
Relay	St. Norbert	Mandurah CC	Kingsway	Irene McCormack	Emmanuel CC	Aranmore	Lake Joondalup	Seton
(Annual Rotation; Lane 8 to Lane 1)								
C Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Seton	St. Norbert	Mandurah CC	Kingsway	Irene McCormack	Emmanuel CC	Aranmore	Lake Joondalup
100m	Lake Joondalup	Seton	St. Norbert	Mandurah CC	Kingsway	Irene McCormack	Emmanuel CC	Aranmore
(Annual Rotation; Lane 12 to Lane 5)								
C Div	1	2	3	4	5	6	7	8
SP, D, J	Aranmore	Lake Joondalup	Seton	St. Norbert	Mandurah CC	Kingsway	Irene McCormack	Emmanuel CC
LJ, HJ	Emmanuel CC	Aranmore	Lake Joondalup	Seton	St Norbert	Mandurah CC	Kingsway	Irene McCormack
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.

1500m - curved line start

800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

D Div 2025

D	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Mercy	Lumen Christi	La Salle	John Paul	Kennedy	Quinns	Swan Christian	All Saints'
200m	All Saints'	Mercy	Lumen Christi	La Salle	John Paul	Kennedy	Quinns	Swan Christian
800m	Swan Christian	All Saints'	Mercy	Lumen Christi	La Salle	John Paul	Kennedy	Quinns
400m	Quinns	Swan Christian	All Saints'	Mercy	Lumen Christi	La Salle	John Paul	Kennedy
Relay	Kennedy	Quinns	Swan Christian	All Saints'	Mercy	Lumen Christi	La Salle	John Paul
(Annual Rotation; Lane 8 to Lane 1)								
D Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	John Paul	Kennedy	Quinns	Swan Christian	All Saints'	Mercy	Lumen Christi	La Salle
100m	La Salle	John Paul	Kennedy	Quinns	Swan Christian	All Saints'	Mercy	Lumen Christi
(Annual Rotation; Lane 12 to Lane 5)								
D Div	1	2	3	4	5	6	7	8
SP, D, J	Lumen Christi	La Salle	John Paul	Kennedy	Quinns	Swan Christian	All Saints'	Mercy
LJ, HJ	Mercy	Lumen Christi	La Salle	John Paul	Kennedy	Quinns	Swan Christian	All Saints'
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.

1500m - curved line start

800 - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

E Div 2025

E Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar	Servite	Providence	Ursula Frayne
200m	Ursula Frayne	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar	Servite	Providence
800m	Providence	Ursula Frayne	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar	Servite
400m	Servite	Providence	Ursula Frayne	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar
Relay	Court Grammar	Servite	Providence	Ursula Frayne	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena
(Annual Rotation; Lane 8 to Lane 1)								
E Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Helena	Court Grammar	Servite	Providence	Ursula Frayne	Carey (H)	St Mary Mackillop	Mandurah Baptist
100m	Mandurah Baptist	Helena	Court Grammar	Servite	Providence	Ursula Frayne	Carey (H)	St Mary Mackillop
(Annual Rotation; Lane 12 to Lane 5)								
E Div	1	2	3	4	5	6	7	8
SP, D, J	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar	Servite	Providence	Ursula Frayne	Carey (H)
LJ, HJ	Carey (H)	St Mary Mackillop	Mandurah Baptist	Helena	Court Grammar	Servite	Providence	Ursula Frayne
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.
1500m - curved line start 800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

F Div 2025

F Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley
200m	Swan Valley	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin
800m	Frederick Irwin	Swan Valley	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross
400m	Holy Cross	Frederick Irwin	Swan Valley	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar
Relay	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley
(Annual Rotation; Lane 8 to Lane 1)								
F Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley	Georgiana Molloy	South Coast	Bunbury Grammar
100m	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley	Georgiana Molloy	South Coast
(Annual Rotation; Lane 12 to Lane 5)								
F Div	1	2	3	4	5	6	7	8
SP, D, J	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley	Georgiana Molloy
LJ, HJ	Georgiana Molloy	South Coast	Bunbury Grammar	Peter Carnley	St Stephen's Carramar	Holy Cross	Frederick Irwin	Swan Valley
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.

1500m - curved line start

800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events".

G Div 2025

G Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	St James'	Living Waters	John Wollaston	St John Bosco	Grace	St Joseph's Albany	Rehoboth	Mother Teresa
200m	Mother Teresa	St James'	Living Waters	John Wollaston	St John Bosco	Grace	St Joseph's Albany	Rehoboth
800m	Rehoboth	Mother Teresa	St James'	Living Waters	John Wollaston	St John Bosco	Grace	St Joseph's Albany
400m	St Joseph's Albany	Rehoboth	Mother Teresa	St James'	Living Waters	John Wollaston	St John Bosco	Grace
Relay	Grace	St Joseph's Albany	Rehoboth	Mother Teresa	St James'	Living Waters	John Wollaston	St John Bosco
(Annual Rotation; Lane 8 to Lane 1)								
G Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	St John Bosco	Grace	St Joseph's Albany	Rehoboth	Mother Teresa	St James'	Living Waters	John Wollaston
100m	John Wollaston	St John Bosco	Grace	St Joseph's Albany	Rehoboth	Mother Teresa	St James'	Living Waters
(Annual Rotation; Lane 12 to Lane 5)								
G Div	1	2	3	4	5	6	7	8
SP, D, J	Living Waters	John Wollaston	St John Bosco	Grace	St Joseph's Albany	Rehoboth	Mother Teresa	St James'
LJ, HJ	St James'	Living Waters	John Wollaston	St John Bosco	Grace	St Joseph's Albany	Rehoboth	Mother Teresa
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.
1500m - curved line start 800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events"

H Div 2025

H Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8
1500m	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove	St George's
200m	St George's	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove
800m	Austin Cove	St George's	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian	Mundaring
400m	Mundaring	Austin Cove	St George's	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian
Relay	Emmanuel Christian	Mundaring	Austin Cove	St George's	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook
(Annual Rotation; Lane 8 to Lane 1)								
H Div	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove	St George's	St Andrew's	St Joseph's Northam	Tranby
100m	Tranby	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove	St George's	St Andrew's	St Joseph's Northam
(Annual Rotation; Lane 12 to Lane 5)								
H Div	1	2	3	4	5	6	7	8
SP, D, J	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove	St George's	St Andrew's
LJ, HJ	St Andrew's	St Joseph's Northam	Tranby	Ellenbrook	Emmanuel Christian	Mundaring	Austin Cove	St George's
(Annual Rotation; Try 8 to Try 1)								

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.

1500m - curved line start

800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events"

I Div 2025

I Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9
1500m	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation	Dale
200m	Dale	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation
800m	Foundation	Dale	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)
400m	Carey Baptist (F)	Foundation	Dale	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian
Relay	Geraldton Christian	Carey Baptist (F)	Foundation	Dale	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart
(Annual Rotation; Lane 8 to Lane 1)									
I Div	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation	Dale	Salvado	Fremantle Christian	The King's College
100m	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation	Dale	Salvado	Fremantle Christian
(Annual Rotation; Lane 12 to Lane 5)									
I Div	1	2	3	4	5	6	7	8	9
SP, D, J	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation	Dale	Salvado
LJ, HJ	Salvado	Fremantle Christian	The King's College	Cornerstone	Immaculate Heart	Geraldton Christian	Carey Baptist (F)	Foundation	Dale
(Annual Rotation; Try 8 to Try 1)									

NB: In track events do not move schools across to fill vacant lanes.

For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.
1500m - curved line start 800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events"

J Div 2025

J Div	LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9
1500m	Esperance	Alkimos	Southern Hills	St Mary Star of Sea	Hillside	International School	Atlantis	Heritage	Australian Christian
200m	Australian Christian	Esperance	Alkimos	Southern Hills	St Mary Star of Sea	Hillside	International School	Atlantis	Heritage
800m	Heritage	Australian Christian	Esperance	Alkimos	Southern Hills	St Mary Star of Sea	Hillside	International School	Atlantis
400m	Atlantis	Heritage	Australian Christian	Esperance	Alkimos	Southern Hills	St Mary Star of Sea	Hillside	International School
Relay	International School	Atlantis	Heritage	Australian Christian	Esperance	Alkimos	Southern Hills	St Mary Star of Sea	Hillside
(Annual Rotation; Lane 8 to Lane 1)									
J Div	LANE 4	LANE 5	LANE 6	LANE 7	LANE 8	LANE 9	LANE 10	LANE 11	LANE 12
Hurdles	Hillside	International School	Atlantis	Heritage	Australian Christian	Esperance	Alkimos	Southern Hills	St Mary Star of Sea
100m	St Mary Star of Sea	Hillside	International School	Atlantis	Heritage	Australian Christian	Esperance	Alkimos	Southern Hills
(Annual Rotation; Lane 12 to Lane 5)									
J Div	1	2	3	4	5	6	7	8	1
SP, D, J	Southern Hills	St Mary Star of Sea	Hillside	International School	Atlantis	Heritage	Australian Christian	Esperance	Alkimos
LJ, HJ	Alkimos	Southern Hills	St Mary Star of Sea	Hillside	International School	Atlantis	Heritage	Australian Christian	Esperance
(Annual Rotation; Try 8 to Try 1)									

NB: In track events do not move schools across to fill vacant lanes.

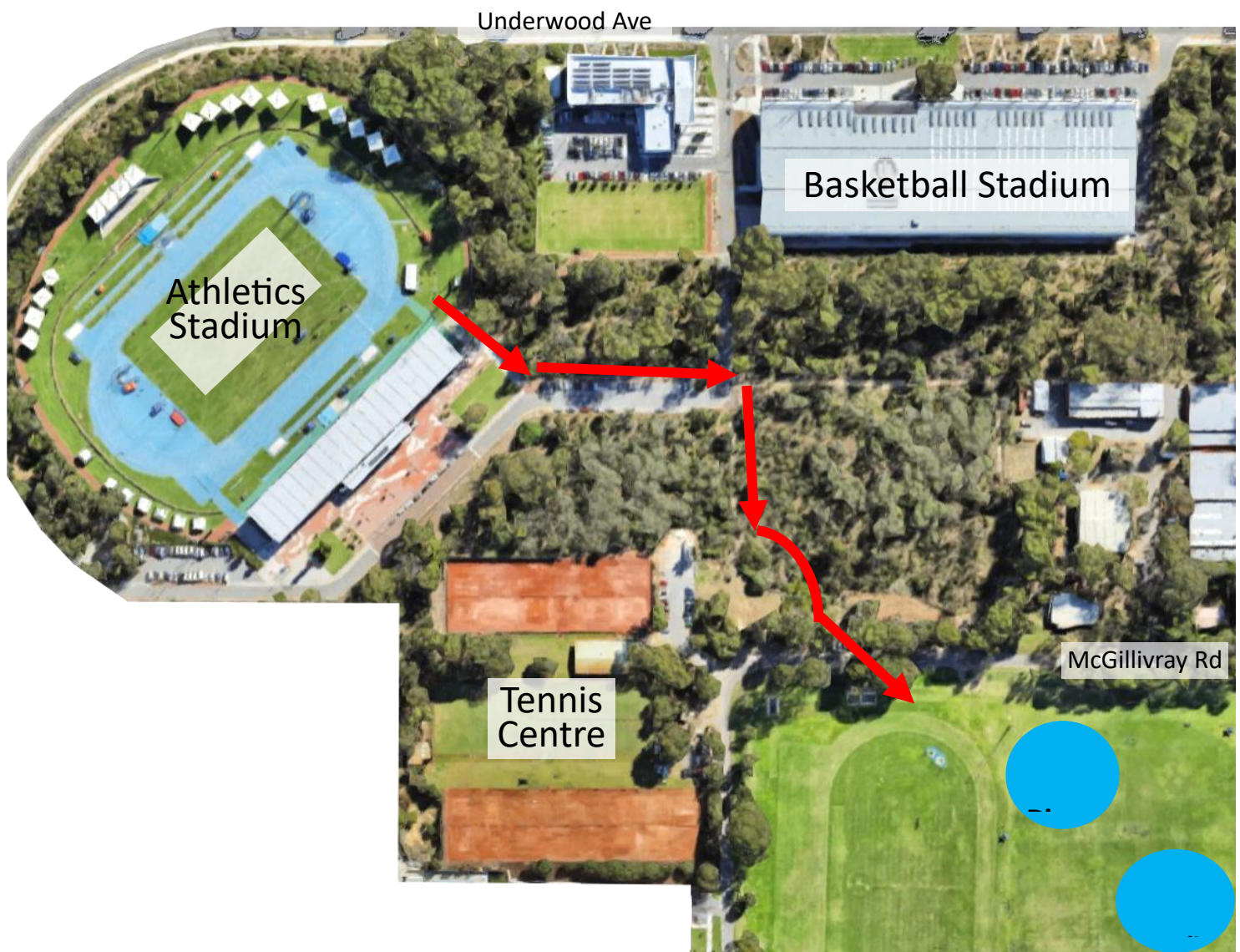
For 800m and 1500m events, both competitors from an individual school, occupy the allocated lane.

1500m - curved line start

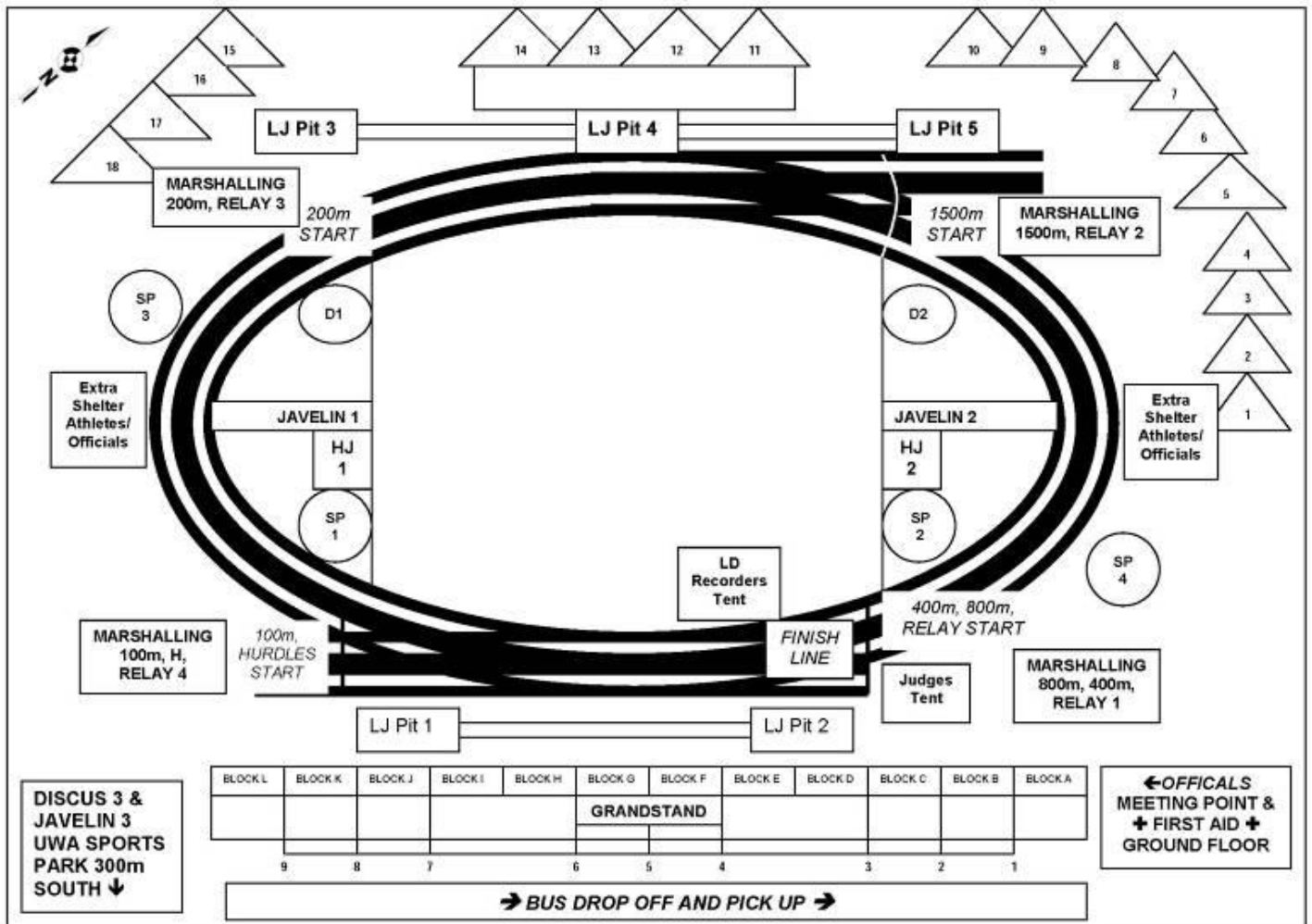
800m - staggered start

Instructions for competitors competing in simultaneous events, can be found in "Conditions of Participation – Simultaneous Events"

12- LOCATION OF DISCUS 3 & JAVELIN 3 – MCGILVARY OVAL/UWA SPORTS PARK



13- LOCATION OF EVENTS AND OFFICIAL AREAS



14- OFFICIALS NOMINATIONS

ALL OFFICIALS' NOMINATIONS ARE TO BE SUBMITTED (VIA EMAIL ATTACHMENT) TO THE ACC OFFICE FOLLOWING THE PROCEDURE DESCRIBED BELOW.

OFFICIALS NOMINATIONS DUE BY **Friday 21 August 2025**

ALL metropolitan schools are required to provide officials, **Country schools do not provide official**

The 2025 Athletics Officials Workbook will be provided to metropolitan schools competing, and will be available for download from the ACC web site

<https://www.accsport.asn.au/carnivals/athletics/nominations>

The workbook will have a tab for each division, with **a list of the officials, relevant Operation Manual's appendices, and number of student assistants required listed**

- **Open the workbook and save onto your desktop / laptop**
- Print this page of instructions.
- Click on the relevant tab (bottom of sheet) your school is competing in. .
- **Type the FIRST NAME and then SURNAME of each official role assigned to your school into the corresponding cells**
- **We DO NOT require the names of your student assistants**
- Schools will need to comply with the Working with Children legislation when providing officials. All officials provided by schools MUST be checked under the working with children regulations. When nominating officials, schools will need to mark an X on the nomination form to confirm that the person has a valid Working with Children ID or that they are covered by an exemption. Schools are responsible for doing the WWC on any officials they provide to the ACC. Schools must keep their own record of WWC ID numbers or exemption status of officials supplied to the ACC. The ACC will ensure that officials provided by the ACC are WWC checked as per the regulations i.e. WA Athletics officials. For more information check the ACC guidelines at:
<https://www.accsport.asn.au/sites/default/files/wwc.pdf> **Once completed, email the completed workbook as an attachment to cherie.pirnie@cewa.edu.au**
- **Don't forget that you may also have other divisions you are required to provide officials for and will need to check these tabs as well - Please refer to *CONDITIONS OF PARTICIPATION / Officials***

VET/SEDA Student Officials: School VET or SEDA students will **NOT** be providing student assistance at the 2025 carnivals. If VET/SEDA classes were provided they would be mainly assisting adult officials and have been allocated duties as per the nomination workbook. In some cases, two VET/SEDA students will take on the role of one official. If the official duty required student assistants, then your school will still be responsible for providing helpers to the VET/SEDA students in these roles as per the official's nomination workbook.

- Schools must ensure that officials provided are suitably experienced and fully conversant with their duties, procedures and rules.
- Preparation and training of officials is a school responsibility.
- The following information **must be** provided to all officials:
 - Officials Roles & Rules can be downloaded from the ACC Athletics Operations Manual and through the ACC website.
 - <https://www.accsport.asn.au/carnivals/athletics/officials-info> Appendices relevant to an officials role and any additional role (detailed in ADDITIONAL ROLE column of worksheet) they may be undertaking at the carnival (available from the Operations Manual)

- Athletics Officiating Video Tips can also be found on the ACC Website.

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

- The Officials CODE OF CONDUCT MUST be provided to all officials.

STUDENT OFFICIALS : Most officials will require a number of student assistants to assist them in their role. The number of student assistants required is listed within the Officials Workbook. It is the responsibility of the school to organise the student assistants,

PLEASE NOTE : required student assistants are provided by the same school providing the official EXCEPT for lower division carnivals. Where higher division carnivals are supporting these carnivals, the school required to provide student assistants, is detailed within the respective column

15- QUERIES, PROTESTS, APPEALS AND DISPUTES – PROCEDURES

It is ACC policy that individual schools have the right to query, protest and appeal against matters arising during the course of the carnival or final point scores in any trophy categories. The following procedures outline the best practice approach to dealing with matters in dispute. These procedures are in place to;

Protect athletes, officials, referees and ACC staff from undue pressuring, harassment and bullying, and

Ensure the results process is fair, transparent and can be subject to change if required.

Any query, protest or appeal pertaining to the results must be submitted to the ACC following the correct channels either on the day or no later than 3 days after the results are published for the final carnival in that series. This window after the carnival day is referred to as the “disputes period” and results of carnivals are not final until after this period has concluded. During this period results and points may change, affecting the scores that were announced on the day.

These procedures are to be used as a best practice guide and are based in part on IAAF and Athletics West procedures. Given that exceptional circumstances do occur, the ACC reserves the right to consider any dispute submitted by a school within the disputes period in the spirit of fair play and always using a common sense approach. The suggested timeframes and procedures are best practice guidelines and the ACC reserves the right to differ from these timeframes and processes in exceptional circumstances.

Results Publication

It is standard practice for the ACC to publish results on the Internet at regular intervals during the carnival and for final results immediately after the carnival.

If the results cannot be published on the Internet for any reason then results will be printed and displayed at the venue and schools notified as to the location. Final results would be emailed to schools.

It is the responsibility of schools (*athlete's, coaches, teachers*) to check the results during the carnival and if necessary query results with the ACC.

It is always preferred that result queries are made on the day rather than post carnival.

Schools will be notified of disqualifications during the carnival when they are provided with a copy of the disqualification sheet.

Disqualifications

The Referee has the power to disqualify a competitor for improper conduct or rule infractions during competition. Remember, it is the Referee who disqualifies NOT the Umpire or Judge.

If any track or field official gives a report to the Referee of improper conduct or rule infraction by an athlete, coach or parent, then the report must be investigated immediately by the Referee.

If the Referee decides that any infringement warrants a disqualification of an athlete or team, then the Referee must do the following:

If time allows, have the Umpires hold all runners on the track or to the side of the track while the incident is investigated/considered by the Referee. However, common sense must prevail and any investigation of a possible disqualification should not excessively hold up the programme of events as the carnival timeframe is very tight.

Once a disqualification is called by the Referee, and where possible, he/she should verbally advise the offending athlete(s) in that event.

The Referee must then complete and sign a disqualification sheet and send that to the ACC results room.

The school will be notified of the disqualification upon receiving a copy of the DQ sheet, as soon as practicable by ACC staff.

Query

To seek clarification on the result or conduct of an event.

A query is not a protest to change a result or the conduct of an event.

Can be made at any time during the carnival and within the disputes period following the carnival.

Athletes are **within their rights** to approach any individual official, umpire, judge or referee to query a result, rule infraction, technical decision or disqualification.

Coaches and parents **should never** directly approach any individual official, umpire, judge, referee or ACC staff to query a result, rule infraction, technical decision or disqualification.

Only the *school representative* (sports coordinator/head coach) **may** approach a *Referee* to query a result, rule infraction, technical decision or disqualification.

Only athletes or their school representative may query a result or the conduct of an event.

Athletes or school representatives (sports coordinator/head coach) **may** approach *ACC staff* directly to query a result, rule infraction, technical decision or disqualification.

Queries must be delivered in a timely and courteous manner and must never place undue pressure on an official or affect the ability of an official to carry out their duties.

Common sense should always prevail. If the query is minor and not a public criticism of a decision, then teachers and school coaches can approach any official to seek clarification and guidance.

Protest

Is a formal request to change the Official's and/or Referee's decision about a result or the conduct of an event.

A protest, is not a query to seek clarification on the result or conduct of an event.

Protests relating to disqualifications, should be lodged either verbally with the Referee or by the school on their copy of the disqualification sheet.

Protests relating to other matters, should be lodged either verbally with the Referee or on the Protest and Appeal form.

Protests should be lodged ASAP, and not later than within 60 minutes after the result has been officially recorded. For relay events schools have only 15 minutes after the event to lodge a protest. The Organisers of the meeting shall be responsible for ensuring that the time of the protest lodgement is noted on the DQ sheet.

Protests can only be lodged during the carnival. Protests cannot be lodged post carnival. The only exception will be protests regarding the 4 x 100m relay events that occur near the end of the program. For some relay events there may be insufficient time for a school to; receive information about a result or disqualification, consider the information, lodge a protest and allow time for the Referee to consider the protest and make a decision. In these cases, a protest can be lodged after the carnival, but within 24 hours. Best practice, should however be for all protests to be lodged and dealt with at the carnival when time permits.

Any protest shall in the first instance, be made orally to the Referee by the athlete's school representative (sports coordinator/head coach) acting on behalf of the athlete.

Protests may also be directed to any ACC staff member or the Carnival Manager. These protests will then be refereed onto the Referee for further investigation or adjudication.

Following a verbal protest there must be a written record of the protest lodgement and the Referee decision either on the DQ sheet or a Protest and Appeal Form.

School teachers/coaches/parents **should never** directly approach any individual official, umpire or judge to lodge a protest.

Protests must be directed to the Referee or ACC staff. All protests must come through the school representative (sports coordinator/head coach).

To arrive at a fair decision, the Referee should consider any available evidence that he/she thinks necessary. However, they may not use video or photographic evidence, except for the Photo Finish system which is the primary means of result adjudication for short track events.

Protests must be requested in a timely and courteous manner and must never place undue pressure on a Referee or affect the ability of an official to carry out their duties.

The decision of the Referee will be verbally conveyed to the athlete or school representative ASAP. The protest will either be dismissed or upheld and this action will be recorded on the disqualification sheet or Protest and Appeals form.

Appeal

Of the Referee's decision on a protest and based on supporting evidence.

Appeals are not to be submitted indiscriminately and without strong supporting evidence.

The original protesting school representative or school representative of any other athlete/team affected by the Referee's decision, has the right to make an appeal to the ACC regarding the Referee's decision. The appeal must be lodged within 15 minutes of the notification of the protest decision being provided to the school.

To make an appeal the school representative will be required to verbally request an appeal within 15 minutes of the protest decision notification being given. The school will also be required to submit a Protest and Appeal form to the ACC results room ASAP.

The only exception will be protest appeals for the 4 x 100m relay events that occur near the end of the program. For some relay events there may be insufficient time for the Referee and ACC to; receive an appeal, form a jury to consider the information and make a decision. In these cases, the appeal can be lodged after the carnival, but must be within 24 hours of the original protest notification being provided to the school. Best practice should however be for all appeals to be lodged and dealt with at the carnival when time permits.

Upon receipt of a protest appeal, the ACC Carnival Manager will convene a 3 person Jury of Appeal. The Jury will compromise the ACC carnival manager, an accredited Referee and an accredited Official that were not involved in the original event protest.

The Jury of Appeal will then further investigate the dispute and consider any available evidence that they think necessary. The ACC Carnival manager will provide the school with a decision on the appeal ASAP and the decision of the Appeal Jury will be final at the carnival and not subject to further appeal at the carnival. The decision of the Jury may be conveyed verbally, but must be recorded on the Protest and Appeal form.

Appeals must be requested in a timely and courteous manner and must never place undue pressure on a Referee or affect the ability of an official to carry out their duties.

Appeals at ACC carnivals will be subject to a point penalty to ensure that appeals are not submitted indiscriminately and without strong supporting evidence. This is instead of the financial penalty which is imposed by Athletics West at meets when appeals are dismissed.

If the appeal is dismissed, then the team will be penalized the event points score for 1st place in that event. i.e. depending on the event, the 1st place points will be deducted from the overall team scores. If the appeal is upheld, then the athlete or team will be reinstated into the event and the event result points will be re-allocated as normal to the school.

Post Carnival – Queries, Protests and Appeals

Queries pertaining to the results of, and matters arising from major carnivals or events, are to be in the hands of the Director of Sport no later than three (3) working days after the publication of final results for that series of carnivals or event by the ACC office. In the case in which that carnival or event occurs in the week prior to school holidays, the time permitted for the submission of such queries is extended to a further three (3) working days.

Protests and appeals pertaining to the results of, and matters arising from major carnivals or events, should be dealt with at the carnival. However, in cases where there is not sufficient time to lodge a protest or appeal at the carnival, then the school has 24 hours after the carnival to lodge any such protest or appeal.

Protests or queries that arise post carnival can be submitted by phone, fax or email and will be investigated and adjudicated by the ACC staff. If necessary, the relevant Referee will be consulted.

Post carnival result queries, protests or appeals can only be submitted by the school representative (sports coordinator/head coach).

Post carnival result queries will not generally be accepted from athletes, coaches or parents. However, common sense should always prevail. If the query is minor and will not affect trophy positions or age champions, then athletes or their parents and coaches can advise the ACC of any result error.

Schools have the right to appeal against post carnival protest decisions and can appeal by submitting a protest and appeal form within 24 hours of the original protest notification by the ACC office.

If a post carnival appeal is submitted, then a Jury of Appeal will be formed and the appeal adjudicated.

A point penalty will be in place for dismissed appeals.

Given that exceptional circumstances do occur, the ACC reserves the right to consider any dispute submitted by a school within the disputes period in the spirit of fair play and always using a commonsense approach.

Age group Dispensation: Schools in lower division carnivals with reduced age groups may apply for a dispensation for an athlete to be considered for a “record” performance in their correct age group, if that age group was not in place for their divisional carnival. Record dispensations will only be considered if the performance of the athlete would have equaled or broken the record in their actual age group. Schools have 3 business days after the last carnival to apply for a dispensation ruling. Dispensations are not given retrospectively and only upon request from the school. In field events, event specifications must be the same for All-Star dispensation selection and record honours to be granted.

Disputes Tribunal

If a school still wishes to further protest a dismissed appeal decision, then they can only do so if new conclusive evidence becomes available and by formally writing to the ACC Director of Sport.

Disputes arising from dismissed appeal protests either at the carnival or post carnival will then be referred to a Dispute Tribunal which will be convened by the Director of Sport as per Association policy. The decision of the Dispute Tribunal will be final and must be accepted without appeal.

Video/Photographic Evidence

The ACC does not allow the use of video or still photography as evidence for results, disqualifications, protests or appeals.

Schools and parents may take video or photographic recordings of their own students from outside the arena, but this will not be used as evidence by the ACC to determine a result, disqualification, protest or appeal.

The only use of any video/photographic recording in result adjudication will be in cases where the ACC deems it appropriate to officially record events for results purposes only.

FIGURE 1 - PROTESTS & APPEALS DURING CARNIVALS

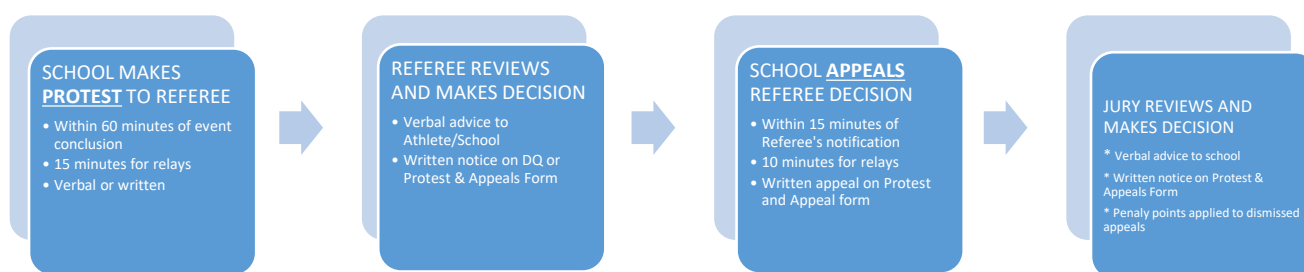


FIGURE 2 - PROTESTS AND APPEALS POST CARNIVAL

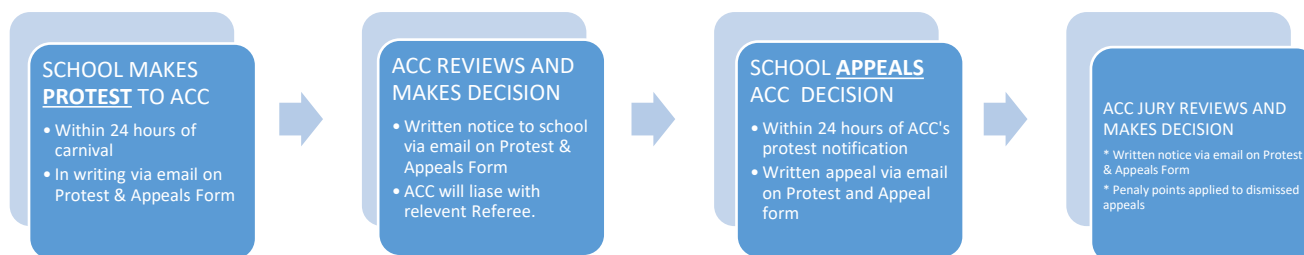
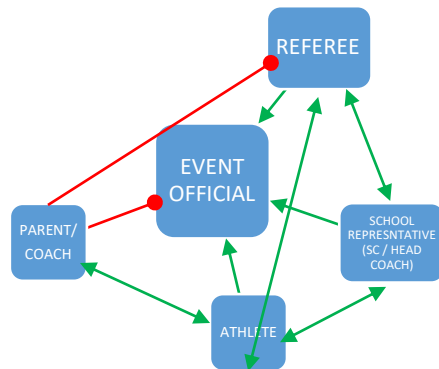


FIGURE 3 - LINES OF COMMUNICATION FOR QUERIES



16- RESULTS AND SCORING SYSTEM

The ACC will be using Meet Manager (MM) for all carnivals.

The following information will be pre-programmed in the Meet Manager system which will be used on the day of the carnival:

- Competitor data including names, schools, gender and age groups
- Points allocation
- Event data
- Records data

Results Entry operators will enter results for long distance and field events. Athletics West provide officials to operate the automatic timing system which transfers results for all short-track events. The MM system will calculate points.

Team lists and competitor numbers are to be printed directly from the online nomination form by the schools.

17- ROLE OF THE ANNOUNCER

The announcers should familiarize themselves of all event details and in particular the risk and safety procedures outlined in this document. If there is an emergency or evacuation the signal from the announcer will be a series of 3 sirens or beeps. The beeps/siren should not be used for any other purpose. The announcer should be familiar with and adhere to the ACC public address announcers guidelines.

PROCEDURE:

8.40 am

- Welcome to all schools. Special welcome to Country Schools. Welcome to school spectators upon arrival to the carnival.
- NB: With all divisions now being Live Streamed, the Announcer will **not** announce Marshalling calls..
- Advise competitors that warm-ups are not to occur on the main arena - all warm-ups on lower oval. Hurdles may be used for warm up. One school per lane based on lane allocation for hurdles.
- Direct movement of seating of schools if required by the Carnival Manager.

- Ensure all officials are in position at their designated areas.

During Carnival

- Work in conjunction with the Marshalls, via two-way radio to call competitors for marshalling.
- Call for silence at the start of events, if necessary.
- Announce results (first 3 place getters, schools and times/distances/height) as they come to hand. Limit to division 1 events only.
- Current event on track. Mention special events e.g. 100m Open for both Boys and Girls.
- Be aware of individual schools and competitors. Mention lanes for each school in each series of events.
- Highlight any good competitions in particular field events if appropriate.
- Keep non-competing competitors in their competitor area.
- Announce new records, once ratified.
- Announce Progressive Scores as they come to hand.
- Be aware of field events.
- Remind spectators, staff and competitors to ensure seating, canteen and toilet areas are clean.
- Garbage bags (provided by the individual school) are to be used for the final clean up.
- Ask Officials to return equipment, files, pens, stop watches and shirts to officials room.
- If there is an emergency or evacuation the signal from the announcer will be a series of 3 beeps or sirens.

Please observe the following guidelines:

DON'T

- Do not encourage students to cheer during the start of an event.
- Do not announce while competitors are under the control of the starter (ready to race).
- Do not favour any schools.
- Do not speak continually or race call every race.
- Do not forget any schools in the welcome and final presentations.
- Do not announce any new records before they have been verified by the Referee and Carnival Manager.
- Do not announce any relay disqualifications before they have been officially verified by the Referee. Do not give specific information about relay disqualifications i.e. name of school and infringement details.

DO

- Welcome everyone to the Carnival prior to first event.
- Give country schools a special welcome.
- Announce the name and the school of the first placegetter in each A Division event.
- Announce official records - only when verified by referee and carnival manager.

- Announce relay disqualifications once verified by the referee. Announce only limited infringement details such as event number, lane number and changeover number.
- Speak slowly.
- Work in conjunction with the Marshalls to call events.
- Make special announcements (as requested) at your discretion.
- Encourage the lesser performer while congratulating the elite.
- Give continual score updates.
- Make announcements as requested by the Carnival Manager

Public address announcer guidelines

The following principles and expectations underscore the Associated & Catholic College's public-address announcing philosophy. Public-address announcers who follow these guidelines will be able to announce virtually any ACC event with confidence and in the right spirit.

Be early and be prepared. Arrive at the facility at the requested time. Check in with ACC staff for any last-minute details and review any scripted pre-competition announcements required by the ACC (i.e. emergency procedures, and event announcements, etc.) If required, visit with school teachers/coaches to ensure proper pronunciation of names.

Work with the officials. Communicate with the officials before the game/event regarding any specific pre-competition, during competition and post-competition announcements or briefings. Announcers shall respect the individuals who are responsible for the conduct and administration of games and events, such as coaches, officials and administrators, and avoid making any comments that reflect positively or negatively on them.

Promote sportsmanship. Remember the ACC motto is "Sport in the Right Spirit". Create a positive competitive environment through non-biased promotion of fair play. Announcers must understand that they have a tremendous influence on the crowd, and that comments designed to incite the crowd for the purpose of gaining an advantage for a team or competitor is inappropriate.

Stick to the basics. Deliver pertinent information in a timely and professional manner and do not attempt to be bigger than the game or event by doing continuous commentary to entertain or to draw attention to yourself. Don't ad lib to fill gaps, let the event flow and only add commentary where necessary.

Be competent and accurate. Understand the proper terminology and event rules used for the sport and avoid the use of slang terms. Follow approved announcing guidelines, expectations and policies. Wait until officials complete their result adjudications before reporting any results to the spectators.

Never talk over the action. Understand the appropriate information to be announced and the proper time in which to announce for each sport. Never talk over the officials when they are instructing the competitors or other officials.

Be on your toes and keep your cool. Weather alert, emergency evacuation, severe injury are possible reasons that competition could be delayed, and communication becomes essential to facilitate coordinated school/facility emergency procedures. Be familiar with the emergency management plan. The calm tone and direct delivery of instructions to participants and spectators is essential.

Silence is OK. A non-stop verbal stream from the announcer is not necessary. Not only can it be annoying to patrons, but it can also be a distraction for competitors and officials.

Respect privacy. Respect the rights of competitors, officials and coaches to privacy. Don't name individuals directly unless it is relevant or required. Don't interview competitors or coaches on air unless requested. Don't approach competitors, officials or coaches directly – give them space and respect their right to privacy.

Remain Neutral. Announcers shall respect the participants of all teams and remain neutral when introducing the teams & competitors, and when announcing the outcome of events or performances of the participants.

Be professional. Announcers shall exhibit professional behaviour and represent the association with respect and dignity at all times by what they say, how they act and how they appear. Take your job seriously by addressing coaches, officials, administrators and competitors with respect regardless of team affiliation. Be properly dressed and respect all association/facility rules and policies.

18- ROLE OF THE ARENA MANAGER

- The Arena Manager will be issued with a two-way radio. The purpose of this communication is to liaise with the Carnival Manager, Throws/Jumps and Referees to ensure that all field events are progressing as required.
- The Arena Manager is to ensure that all safety aspects of the events are carried through. Throughout the carnival, continually monitor the grass infield of the arena and ensure that no students are walking through this area, especially near the javelin and discus sectors.
- As each field event site concludes for the day all equipment should be packed up and either returned to a central point or left at the site location. Check with the carnival manager and Venues West duty staff as pack up requirements can change for each carnival.

ARENA SET UP

NOTE : tasks 1 – 12 may have already been completed by ACC and Venues West staff

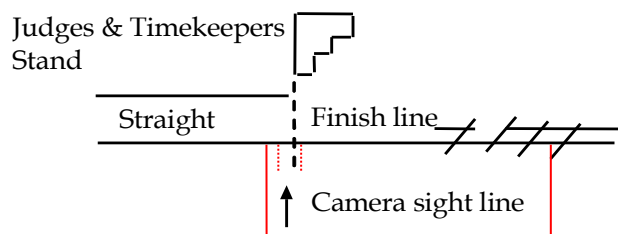
1. Ensure the high jump buns at site areas. Pitch stands and place cross bars and measuring sticks on the ground at the stands. Bind buns together and place the cover mat on top (this may already have been done). Ensure landing areas are safe.
2. Ensure take-off boards in long jump run-ways are in place
3. Ensure marshalling areas (Track Events) under the four (4) marshalling marquees are arranged per below.
 - There should be enough room for the marshalling official to walk between the rows of chairs.
 - School name signs hang in lane order across the back of the marquees.
 - Place ACC banner flag at each marshalling marquee

Key: X indicates chairs. 8 rows of 8 chairs (total 64).

→ X X X X X X X X	<input type="checkbox"/>	SCHOOL SIGNS
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4. Take all field event equipment out to field event site locations on the main arena.
5. Place field event location signs at each site
6. Ensure at carnival divisions A-B there are additional discus and javelin sites at UWA Sports Park (McGillivray). Before the start of the carnival ensure that all required equipment for these sites has been delivered to the site. (All equipment used at these sites belongs to the ACC)

7. Place 1 table and 2 chairs at each field event site
8. Ensure safety ropes/bunting are in place for the shot put areas on the main arena and the finish area
9. Place keep out signs on the grass in the middle of the arena for javelin and discus areas and shot put sector areas.
10. Place keep out signs inside roped off safety areas and peg to the ground
11. Arrange Long Track Side Recorder's Marquee (800m/1500m events) - trestle table and two chairs in marquee on inside of track near finish line
12. Pitch stays/restraining ropes & KEEP OUT SIGNS at main finish area and around photo finish camera sight line:



13. Ensure that the trolley/rack of starting blocks is available for the start of all short distance track events.
14. Place lane number signs 2m behind the start line for the short distance track events: **hurdles**, 200m, 100m, 400m, and relays.
15. Liaise with the throws and jumps referee before the carnival starts to ensure that all sectors and site equipment are correctly set up.

DURING THE CARNIVAL

- Maintain all safety ropes, barriers and signs throughout the carnival.
- Change the lane number signs 2m behind the start line for the short distance track events: hurdles, 200m, 100m, 400m, and relays.
- Change the order of the school name signs in the track marshalling tents to correspond to the lane allocation for each event (check program for event lane allocations).
- Place the 800m cut in markers on the track for 800m events and ensure that you are in place to judge the cut in. Please consult with the Chief Track Referee for specific instructions.
- Ensure there is a supply of ACC relay batons at the finish line for schools to use.

AFTER THE CARNIVAL

- Check with Venues West staff what they wish to do with the high jump equipment. In recent years all landing buns/mats and uprights have remained in place on the arena. Measure poles should be returned to the Venues West equipment store.
- At A-B division carnivals, ensure that equipment from the additional discus and javelin sites at UWA Sports Park (McGillivray) is returned to the ACC trailer.
- Ensure that all hurdles, starting blocks and lane indicator signs are returned to the Venues West storage area.
- At the conclusion of all events, the Arena Manager is to ensure that all equipment has been returned to the Venues West storage area or ACC trailer as required by the Carnival Manager. The Arena manager and student assistants (x 4) are to collect all bunting, signs, ropes, stakes and return them to the ACC's covered trailer or storage area. This type of equipment is located at the track events marshalling area, the main arena shot put areas, and the finish line (including the recorder's tent). Check with the Carnival Manager what the pack up requirements are for the particular carnival as they can vary.

19- ROLE OF THE ATHLETICS CARNIVAL OFFICIAL

All officials are to

- read the relevant role and rules description for their position before the carnival, available on the web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info>

- view the relevant officiating video tips before the carnival, available at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

- read the officials Code of Conduct before the carnival,

The role of the official is to assist the athlete. It follows then to ask of oneself, "what would be a fair decision for all competitors?" Officials should not adopt an attitude that they are there to 'catch the competitor out', but must ensure that the competition is fair, and that no one competitor gains any advantage or disadvantage in conjunction with specific rules of the event and carnival. If an official is unsure of a decision he/she should lean towards the competitor's way - but to be fair to all competitors, the official should ask for guidance from the Referee of the event.

Officials should not be frightened to ask the Athletics West Referees, or a senior official for guidance. It is the duty of the Referee to see that the competition is fair. It is better to ask for guidance than to make a wrong decision which results in a protest being entered, (it could be upheld). Officials coming into the sport are not expected to know all the rules, and the only way to learn is to ask guidance from experienced officials, read the IAAF Handbook and guidelines supplied as rules do change.

Officials should remember that competitors are very often nervous during competition. They should be sure that nothing is said to upset that competitor. This does not mean that an official has to put up with rudeness from the competitor, but should there be any problems, they should be handled in a diplomatic way. It is usually found that if the official is pleasant to a competitor, the athlete is pleasant to the official. If a competitor thanks the official, the official should acknowledge the thanks.

It is important to see that the competitors are not 'hurried', although it is also important to see that the competitor does not take too long to take his place in an event, or to get ready for the start. Let there be no hassles, conduct the competition in a steady manner, and endeavour to see the competitor's point of view but at the same time see that rules are followed.

A GOOD OFFICIAL IS ONE WHO:

- Is quick to react, is alert and can make a decision quickly.
- Uses common sense, is tactful to the competitor and also tactful with other officials.
- Makes sure that they stand in a position to fairly judge whatever duty is allocated to him.
- Has a knowledge of rules, keeps up to date with any changes of rules by having access to the **IAAF** rules.
- If he/she is not sure of the interpretation of rules, ask guidance from a referee or senior official.
- Is prepared to work for the sport and the athlete in all climatic conditions (wet, fine, cold or hot).
- Places safety and welfare above all else
- Accepts responsibility for all actions taken and refrains from any form of personal abuse or sexual harassment towards athletes.

20- ROLE OF THE CARNIVAL MANAGER

The Manager shall be responsible for convening all relevant committee meetings and be in charge of all administrative arrangements including correspondence. The Manager shall be responsible for the correct conduct of the meeting. Through specific management procedures implemented, the manager will check that all officials have reported for duty and appoint substitutes when necessary.

With regard to the physical layout of the venue, the Manager shall be responsible for ensuring that the track, runways, circles, arcs, sectors, landing areas for field events and all equipment are in accordance with I.A.A.F. Rules and that result cards are prepared.

Specifically, the Manager shall:

1. Distribute all relevant carnival information.
2. Liaise with venue suppliers or local councils.
3. Allot officials according to apportioned requirements.
4. Allocate spectator seating.
5. Allocate competitor seating.
6. Book 1st Aid Officers for all carnivals.
7. Book drinks vans.
8. Prepare a program of events and allocate lane and tries orders.
9. Prepare computer programme scoring systems.
10. Receive variations to nominated athletic uniforms.
11. Prepare score and result sheets.
12. Hire or borrow specific event equipment.
13. Prepare all trophies.
14. Prepare the warmup oval (all markings).
15. Prepare a media report at the conclusion of the carnivals.
16. Submit individual carnival details to local newspapers.
17. Convene a Disputes Committee meeting if necessary.
18. Update event records.
19. Distribute lost property etc
20. Order marquees for marshalling, field event sites and others as required.

21- ROLE OF THE CHIEF FINISH JUDGE, FINISH JUDGES, & CHIEF'S STUDENT ASSISTANTS (x2)

All judging officials should view the General Track Rules and Timekeeping Tips Videos on the ACC web site at: <https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

There are two Chief Finish Judges designated - one for short distance events (SD - Hurdles, 200m, 100m, 400m & Relays) and one for long distance events (LD - 1500m and 800m).

Short Distance Finish Judges should be placed at least five metres from, and in line with the finish line, in order that they may have a good view of the finish line; an elevated stand is usually provided but not essential.

When Photo Finish system is used, four judges are set in place as a backup. In case of technological problems, a further four RESERVE judges will be called upon to manually judge places (making a total of eight (8) judges).

Photo finish judging;

The torso: The exact location of the border line between the upper arm/shoulder and the torso would vary depending on the development of the upper body of an individual athlete and would not therefore be totally consistent. Based on anatomy, however, we can say that the endpoint of the torso is the outer end/articulation of the collarbone (clavicle). Normally, this is approximately at the border of the middle and outer third of the distance between the neck and the peak of the shoulder.

LONG DISTANCE PHOTO FINISH official is responsible for the provided ACC tablet, and recording the finish of all 800m and 1500m event.

The Chief Finish Judge shall record the placings as given by the Judges and have the result sheet kept in their file clearly marked with the event number in case the information is called on. In the event of the **PHOTO FINISH** equipment failing then the recorders will send a manual results sheet to the chief judge and timekeeper to record the manual results. Once completed this form should then be delivered back to the Track Side Recorder's in the results room.

The 'Chief' should check to see that the placings are entered correctly but CAN NOT alter any placings, only the REFEREE can do this. (see below)

The Referee shall liaise with the 'Chief' Judge. The Referee is in control of all track officials. If there is a dispute on any placing, it is only the Referee that may decide the placings, but the Referee does not have power to alter placings if the Judges agree on their placings. The Referee should, therefore stand in line with the finish line.

It is recommended that the four 'backup' Judges record the finish in the following way:

The Chief Judge notes the first and second and checks third.

The First Judge notes third and fourth and checks fifth.

The Second Judge notes fifth and checks sixth.

The Third Judge notes seventh and checks eighth, and so on.

Student Assistants are not responsible for the running of the event. They act as 'gophers' to assist staff, e.g., raking pits, returning discus/shot, and javelins, delivering result sheets to the appropriate area.

Result form

The Judges should write the lane number of the athlete whose placing he/she has taken on the recording sheet provided and advise the 'Chief Judge'.

It is usual for ONE or MORE placings to be allotted to each Judge, i.e. one judge takes 1st and 2nd, one takes 3rd and fourth, one takes fifth 7 sixth etc. The most experienced Judge does not necessarily take 1st place, as it can be much more difficult to determine minor placings.

It is essential for the judge to watch the competitor whose placing he/she is taking and follow him beyond the finish line to be sure that the athlete's correct lane is recorded. If possible, also take note of the school of the athlete in that lane.

The competitors shall be placed in the order in which any part of the TORSO REACHES the vertical plane of the finish line edge NEARER TO THE START. The competitor does NOT have to CROSS the finish line ONLY REACH the finish line. The finish line is a white line 5cm wide and at right angles to the inner edge of the track.

Torso: Parts of the body NOT included in the TORSO are neck, head, arms, legs, hands or feet. The shoulder IS part of the torso and should be taken into account when judging a race.

In distance events (800m/1,500m), the placings of ALL competitors should be taken. They are then assembled in their correct placing in order that their schools may be recorded.

The Chief Judge is responsible for sounding the "final lap bell" in 800m and 1500m events.

EXAMPLES OF FINISHES:

- If 'A' dives for the finish line and his/her chest reaches the line first, but before all of his/her body crosses the line, competitor 'B' dashes up and the whole of his/her body crosses the line before 'A's' body. 'A' would be the winner, as only part of his/her torso has to REACH the finish line.
- If the hand of 'A' reached the finish line just in front of the chest of 'B', then 'B' would be the winner as the HAND is not part of the torso.
- If the shoulder of 'A' reached the line just in from of the chest of 'B', then 'A' would be the winner, as the shoulder IS part of the torso.
- If a competitor slips and falls just before the finish line and half of his/her torso crossed the line - he/she could be considered for a placing as the whole of his/her body (torso) does not have to cross the line - only part of his/her torso has to REACH the finish line.

REMEMBER:

The finish of a race is that part of the finish line that is CLOSER to the START, therefore the competitor only has to REACH the line and not cross it. Remember that the shoulder IS part of the torso.

Remember that it is the REFEREE who settles a dispute on placings and NOT the 'Chief' Judge. In any case the Referee does not have power to alter placings, even if he/she feels they are wrong, unless there is a disagreement, among the judges.

The Chief Finish Judge's Student Assistant is to hand competitors the appropriate place card.

Place cards do not have to be given when Photo Finish is in operation. Place cards are used for all 800m/1500m events.

Finish Judges are to mark the event number and lane number of each place on their recording sheet. The Chief Finish Judge only, is to dismiss competitors, when he/she is satisfied that all procedures have been followed.

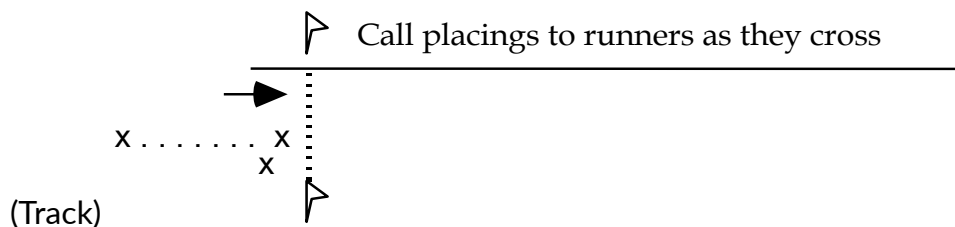
NB: A separate set of Starters, Assistant Starters, Finish Judges, Timekeepers and Placement Officials will adjudicate for the 1500m and 800m events, which are run at the same time as the hurdles and 100m events.

For all 800m and 1500m events, both divisions in a gender age group run together. Judges are to be mobile, and ensure that competitors form an Indian file in the order of their finish well beyond the finish line, (to assist with the correct distribution of place cards).

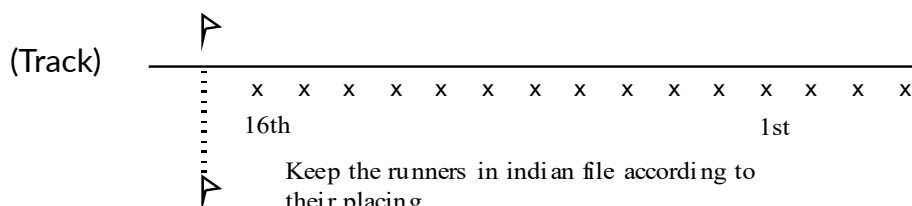
LONG DISTANCE (1500M AND 800M) JUDGING PROCEDURE

The two runners (i.e., the Div I and The Div II) from the same school run at the same time.

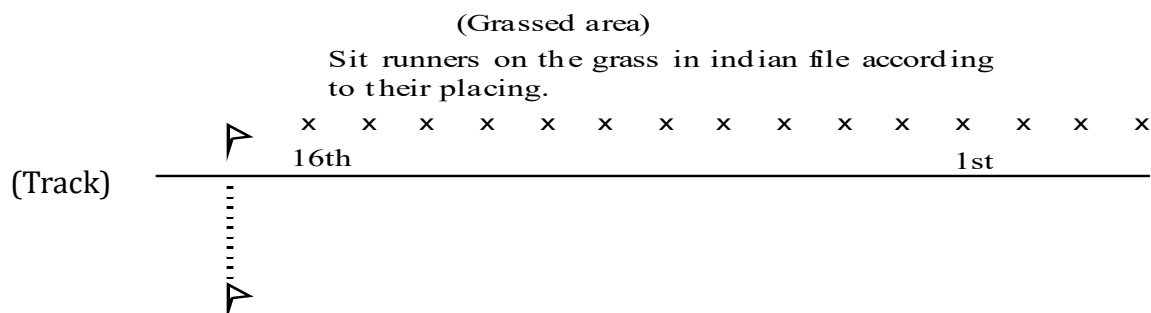
Step 1



Step 2 Student assistants give place cards to competitors as they are called by the LD judge



Step 3



Step 4 The chief judge asks competitors to stay in the correct order, show their number, say their school; the division they ran in and a time will be allocated to the competitor. The long distance trackside recorders write their places alongside their registered computer name and number, according to their division.

ALIGN TIMES TO PLACES.

CHIEF FINISH JUDGE'S & FINISH JUDGE'S SHORT DISTANCE PERSONAL CHECK SHEET- SAMPLE ONLY

CHIEF FINISH JUDGE'S AND FINISH JUDGE'S SHORT DISTANCE PERSONAL CHECK SHEET

(A/B/C/D/E DIVISIONS)

Judge's Name: _____ School: _____ Carnival Division: _____

Place to judge:

1	2	3	4	5	6	7	8	TICK
---	---	---	---	---	---	---	---	------

NB: Separate sets of judges officiate for the long distance events (800m, 1500m) in comparison to the short distance events (100m, 200m, Hurdles, 400m, Relay)

Event No.	Time	Gender	Age	Event	Lane No	Lane No	Lane No	Event No.	Time	Gender	Age	Event	Lane No	Lane No	Lane No
19	900	G	U13	Hurdles				143	1140	G	U14	100m			
20	904	G	U13	Hurdles				146	1143	G	U14	100m			
23	908	B	U13	Hurdles				148	1146	B	U14	100m			
24	912	B	U13	Hurdles				151	1149	B	U14	100m			
27	916	G	U14	Hurdles				152	1152	G	U15	100m			

CHIEF FINISH JUDGE'S SHORT DISTANCE SUMMARY SHEET- SAMPLE ONLY**CHIEF FINISH JUDGE'S SHORT DISTANCE SUMMARY SHEET (A/B/C/D/E DIVISIONS)**

Judge's Name: _____ School: _____ Carnival Division: _____

NB: Separate sets of judges officiate for the long distance events (800m, 1500m) in comparison to the short distance events (100m, 200m, Hurdles, 400m, Relay)

Event No.	Time	Gender	Age	Event	Div	Placings (Enter lane number)							
						1st	2nd	3rd	4th	5th	6th	7th	8th
19	900	G	U13	Hurdles	II								
20	904	G	U13	Hurdles	I								
23	908	B	U13	Hurdles	II								
24	912	B	U13	Hurdles	I								
27	916	G	U14	Hurdles	II								
28	920	G	U14	Hurdles	I								
31	924	B	U14	Hurdles	II								
32	928	B	U14	Hurdles	I								

****Chief Judge must sign all sheets.******Return all sheets to the Results Room at the end of the day.****CHIEF FINISH JUDGES (SD) & CHIEF TIMEKEEPER (SD) RESULT SHEET (PLACES 1 - 9)**

PHOTO FINISH FAILURE FORM			
* Only to be used in cases of photo finish failure for short distance events.			
HURDLES / 100m			
DATE		CARNIVAL DIVISION	
EVENT NO.		EVENT DESCRIPTION	
GENDER		AGE GROUP	
LANE NUMBER	place	TIME: 1st PLACE ONLY (hand time + 0.24s)	
4			
5			
6			
7			
8			
9			
10			
11			
12			

Keep this sheet in your file. If there is a breakdown in the Photo Finish system this information will be called for and an official will come and ask for your manual places and the winners time for a specific event(s).

The Chief Finish Judge is to provide the manually judged place for each lane.

LONG DISTANCE FINISH JUDGE'S PLACE CARDS (1st - 18th)

Finish judges will give competitors a place card as they cross the finish line. The cards are number 1 to 18. There should be three sets provided by the ACC.

Place cards are only used for Long Distance events (800m & 1,500m).

22- ROLE OF THE CHIEF TIMEKEEPER, TIMEKEEPERS

There are two sets of Timekeepers designated; one for short distance events (SD - hurdles, 200m, 100m, 400m & relays) and one set for long distance events (LD - 1500m and 800m). The ACC currently times all runners in each track event.

SHORT TRACK: Timekeeping for SD - hurdles, 200m, 100m, 400m & relays events is automated using the photo finish system. If PF is unavailable than manual timekeepers and judges are used to judge and time for short distance events. A back up time for the winner of each race is also recorded.

LONG TRACK: Timekeeping 1500m and 800m events is all manual and does not use photo finish.

All timekeepers should view the Timekeeping Tips Video on the ACC web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

The following procedure is used when nine (9) Timekeepers are used:

Chief Timekeeper - First Place

Timekeeper No 1 - First Place

Timekeeper No 2 - 2nd Place

Timekeeper No 3 - 3rd Place

Timekeeper No 4 - 4th Place

Timekeeper No 5 - 5th Place

Timekeeper No 6 - 6th Place

Timekeeper No 7 - 7th Place

Timekeeper No 8 - 8th Place

The following procedure is used when three (3) 'Back up' Timekeepers to the PHOTO FINISH system are used. The three (3) Timekeepers time 1st place only. The middle time of the three is the official time.

Timekeepers, as are all track officials, are under the control of Track Referee.

The 'Chief' Timekeeper is to allocate watches and to assign placings to the various Timekeepers to time. He/she should see that the recording sheets on which to record the times are in order.

The Timekeepers shall be in line with the finish and outside the track. Wherever possible they should be placed at least five metres from the outside lane of the track, and in order that they may all have a good view of the finish line, they should be on an elevated stand.

The parts of the body not included as being part of the torso are head, neck, arms, legs, hands or feet. The shoulder IS part of the torso and should be taken into account when timing an event.

Each Timekeeper shall act independently and without showing his watch to, or discussing his time with any other person and shall enter his time on the printed form that should be available to him. The Timekeeper advises the Chief Timekeeper of his/her recorded time. The Chief Timekeeper is responsible to see that the correct time is recorded on the recording sheet ([Appendix 25.4](#)). The Chief Timekeeper is to examine watches before recording is done.

Three timekeepers shall time the winner of every event. These include the Chief Timekeeper, the Assistant Chief Timekeeper and the timekeeper who is assigned to time first place.

In the event of two of the three official watches agreeing and the third disagreeing, the time shown by the two shall be the official time. If all three watches disagree the middle time shall be official e.g. 11.3, 11.2, 11.4 the middle time is 11.3, which becomes the official time. If for any reason only two times are available and they disagree the longer time shall be the official time e.g. 11.2, 11.3 then 11.3 becomes the official time.

NB: Having three timekeepers for first place also confirms the validity of times for new records.

ALL hand-timed races on the track shall be recorded to 1/100ths seconds. If the hand of the watch stops between two lines indicating the time the longer time shall be accepted. If a 1/100th second digital watch is used, all times not ending in ZERO in the second decimal, shall be rounded to the next longer 1/10th e.g. if the watch is 11.21 the time recorded is 11.3.

If the time taken indicates a record, the timekeepers should HOLD THEIR WATCH so that the Chief Timekeeper can check it. It is essential that if a record occurs then the chief timekeeper signals to the starter to hold the next race until the relevant paperwork has been completed to validate the record. It is essential that the chief timekeeper checks the winning times for every event against the time in the programme to ensure a record is not missed. If a record occurs do not clear any watches and call for the track referee. A record verification form ([Appendix 35](#)) will then be completed. Referee will send the form to the recording room.

The photo finish time will be recorded as the "official or given" time. In circumstances when the photo finish or fully automatic timing (FAT) system fails and a manual start is used to record a time with either a stop watch or photo finish system then the "given" or "official" time will be adjusted up by a factor of 0.24 sec for events up to 200m and 0.14 sec for 400m events. These are the "manual adjustment" times used for *Australian Qualifying Standards* by Athletics Australia. The adjustment will be added on to the stop watch time as given by the chief timekeeper. Time adjustments will be performed in the results room in conjunction with the recorders, photo finish operator and chief timekeeper.

The ACC commenced use of photo finish timing for short track events in 2000. In normal circumstances existing short track records set after 1999 can only be broken with an accurate photo finish time as manual "hand" times are always faster than a photo finish time. Manual times can only be used to break records in long track events, if the record existed before 1999 or if in the opinion of the track referee and carnival manager there is evidence to suggest that a manual time can be considered as record breaking in the absence of an accurate photo finish time. The chief track referee in consultation with the chief timekeeper, photo finish operators and carnival manager has the authority to verify if a new record has been set.

The Carnival Manager assigns a separate set of Timekeepers for the 1500m events, which are to run at the same time as the hurdle events. The 800m events run at the same time as the 100m events.

The **Long Distance Timekeepers** (x2) work in unison (to be able to time each successive event) uses two (2) multi place stopwatches. In 800m and the remaining 1500m events, both Divisions within a gender age group, run in the one race (i.e. 16 competitors). If a record occurs follow the procedure for short track records as listed above. Timekeepers are to time all place getters in each Division separately. (N.B. In 800m and 1500m events at this level of carnival, runners are usually of varied ability, and consequently are spread over a greater distance, minimising the pressure on timekeepers).

Long distance timekeepers are to align their timekeeping procedures to the LD judging. Procedure described in Appendix 18.7 where a 'running clock' is used.

CHIEF TIMEKEEPER'S AND TIMEKEEPER'S PERSONAL CHECK SHEET - SAMPLE ONLY

SHORT DISTANCE

Timekeeper's Name: _____ School: _____ Carnival Division: _____

NB: Separate sets of timers officiate for the long distance events (800m, 1500m) in comparison to the short distance events (100m, 200m, Hurdles, 400m, Relay)

Event No.	Time	Gender	Age	Event	DIV	RECORD	CHIEF TIMEKEEPER	FIRST TIMEKEEPER	OTHER FIRST TIMEKEEPER	GIVEN TIME
						99.14.80 example	TIME	TIME	TIME	
19	900	G	U13	Hurdles	II					
20	904	G	U13	Hurdles	I					
23	908	B	U13	Hurdles	II					
24	912	B	U13	Hurdles	I					
27	916	G	U14	Hurdles	II					

Etc.

CHIEF FINISH JUDGES (SD) & CHIEF TIMEKEEPER (SD) RESULT SHEET (PLACES 1 - 9)

PHOTO FINISH FAILURE FORM *Only to be used in cases of photo finish failure for short distance events.			
HURDLES / 100m			
DATE		CARNIVAL DIVISION	
EVENT NO.		EVENT DESCRIPTION	
GENDER		AGE GROUP	
LANE NUMBER	Place	TIME: 1st PLACE ONLY (hand time + 0.24s)	
4			
5			
6			
7			
8			
9			
10			

Keep this sheet in your file. If there is a breakdown in the Photo Finish system this information will be called for and an official will come and ask for your manual places and the winners time for a specific event(s). The Chief Timekeeper is to provide the middle time of the three manual timekeepers. Only the time of the 1st place getter is required.

23- ROLE OF THE CHIEF TRACK REFEREE & ASSISTANT TRACK REFEREE (Lap Counter)

All track referees should view the General Track Rules Video on the ACC web site at: <https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

There is one **Chief Track Referee** who controls all track events (SD - Hurdles, 200m, 100m, 400m & Relays) and long distance events (1500m and 800m). One other official is designated as the **Assistant Track Referee**. The assistant referee also takes on the roles of; Lap Counter and Track Umpire for long distance (LD) events, and Chief Relay Official at changeover 3. The chief track referee is usually an Athletics West official and is the senior referee at the meet. The Assistant Track Referee needs to liaise with the Chief Track Referee as to what their duties entail, but the synchronisation of short and long distance events and the counting and ringing the bell at the start of the last lap for long distance events are key aspects of the role.

Short distance events (SD - Hurdles, 200m, 100m, 400m & Relays) and long distance events (1500m and 800m) are held simultaneously on the track and the referee need to manage these events so that SD and LD events do not finish at the same time. Priority should be given to the finish of the LD events and the referee must ensure that SD events do not finish at the same time as LD events.

The Chief Track Referee should arrive at the venue of the meeting at least 40 minutes prior to the start of the 1st event. They should inspect the course in co-operation with the Carnival Manager to be sure that he/she is aware of all the necessary markings on the track, and should also see that equipment is readily available. The Chief Track Referee should also see that the Finish Judges and Timekeepers are positioned in the correct areas to the side of the track. The Chief Track Referee is to brief all track officials before the start of the first event.

Chief Track Referee – Specific Duties Include

To preside over all track events, and see that all technical rules are carried out.

To see that the competition is 'fair' to all competitors.

Be sure that there are sufficient officials, and to explain duties to assistant track referee (LD lap counter & umpire), Umpires, Track Judges and Timekeepers.

To deal with reports from Umpires, or any protest.

To make a decision in the event that Track Judges do not agree on placings. (The Referee cannot alter the placing of Judges - it is only if the Judges fail to agree that the Referee makes a decision. The Referee cannot be a Judge and Referee on the same event).

Check and sign all recording sheets when records are broken.

Brief relay changeover officials before the relays and ensure that all relay umpires are in position for the start of each race.

Check to see that the technical officials place the hurdles on the correct mark, and that they are the correct height, and that the events are run in the correct order ie. G U/16, G Open, B U/16, B Open.

Disputes/Protests

If an Umpire gives a report to the Referee, the report must be investigated immediately by the Referee.

If there is any reason why a race has to be re-run, it is a matter for the Referee to decide when the race is to be re-run in liaison with the Carnival Manager.

The Referee has the power to disqualify a competitor for improper conduct and breaches of the code of conduct during competition. Remember, it is the Referee who disqualifies NOT the Umpire or Judge.

During a circular event, the Referee should stand in a position where the entire race can be watched. However, when the competitors are nearing the finish line, should move to the Judges stand and stand in line with the finish post so that if there should be a placing dispute, the Referee is in a position to decide placings.

The start is solely in the hands of the Starter, but the referee does have the power to overrule the starter if required. If a protest comes to the Referee as to the fairness of a start, the Referee should immediately ask the Starter if he/she considered the start a fair one and in conjunction with the starter decide if the start was valid. The Referee has the power to request a re-start for an event if necessary.

If the Track Referee decides that any infringement warrants a disqualification of an athlete or team, then the Referee must do the following:

If time allows, have the Umpires hold all runners on the track or to the side of the track while the incident is investigated/considered by the Referee. However, common sense must prevail and any investigation of a possible disqualification should not excessively hold up the programme of events as the carnival timeframe is very tight.

Once a disqualification is called by the Referee, and where possible, he/she should verbally advise the offending runner(s) in that event.

The Referee must then complete and sign a disqualification sheet and send that to the results room.

Each school will then be given a copy of the DQ sheet by ACC staff.

Protests relating to matters, which develop during the carrying through of the programme, should be made at once, and not later than within sixty minutes after the result has been officially recorded. For relay events schools have only 15 minutes after the event to lodge a protest. The Organisers of the meeting shall be responsible for ensuring that the time of the protest lodgment is noted on the DQ sheet.

Any protest shall in the first instance, be made orally to the Referee by the athlete themselves or by the school representative (sports coordinator/head coach) acting on their behalf. To arrive at a fair decision, the Referee should consider any available evidence that he/she thinks necessary. However, they may not use video or photographic evidence, except for the Photo Finish system which is the primary means of result adjudication for short track events. School teachers/coaches/parents should not directly approach any official/umpire to query an infringement or to lodge a protest. Only the school representative (sports coordinator/head coach) has the right to approach an official or Referee.

Video/Photographic Evidence:

The ACC does not allow the use of video or still photography as evidence for results, disqualifications or appeals.

Schools and parents may take video or photographic recordings of their own students from outside the arena, but this will not be used by the ACC to determine a result, disqualification or appeal evidence.

The only use of any video/photographic recording in result adjudication will be in cases where the ACC deem it appropriate to officially record events for results purposes only.

24- ROLE OF THE CHIEF TRACK UMPIRE, TRACK UMPIRES, RELAY CHANGEOVER UMPIRES

(HURDLES, 100m, 200m, 400m and RELAYS)

All track umpires should view the General Track Rules Video on the ACC web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

Umpires are assistants to the Track Referee. They have no power to make decisions, only to report infringements to the Referee. Umpires are required to ensure that the relevant *World Athletics* rules are observed in all track events and, if necessary, to report any infringements to the Track Referee. World Athletics rules 141, 143, 161, 162, 163 and 166 are particularly relevant. Note also the information included below on ACC relay rules.

Umpires will stand at such points as the Referee shall specify and in the case of fouls or rule violations, will report the incidents to the Chief Track Referee immediately. At A and B division carnivals an extra umpire will watch the bend in the 200m, 400m 800m and relay events to ensure that runners do not run out of their lane. In 1500m events the extra umpire will watch for race jostling/impeding of runners. The extra umpire will be positioned by the Track Referee. The Assistant Track Referee will also act as a track umpire for all long distance events (800m/1500m).

Umpires will indicate fouls/violations by immediately raising a red flag. The red flag will be kept raised until acknowledged by the Referee who will speak to the alerting umpire to ascertain the infringement. Umpires must note the lane and competitor's number/s when infringements occur.

Umpires will watch for competitors who:

- Run out of lanes on the inside. This includes on the inside line.
- Voluntarily leave the track
- Receive any outside assistance
- Jostle, run across or otherwise impede progress of other competitors
- Change lanes before the cut-in point of 800m events

In Hurdles events, umpires are to:

- Stand to clearly see hurdlers as they attempt to clear hurdles
- Check that competitors clear the hurdles in their allocated lanes
- Watch for deliberate knocking down of hurdles with hand/s or foot
- Watch that both legs go over hurdles; the trailing leg **must not** come around and below the hurdle top.

At the completion of a race, Track Umpires are to hold all runners on the track, in their correct lane facing in the direction they ran, until they receive an 'all clear' signal from the Referee. On the 'all clear' signal, Track Umpires are to direct runners to move off the track. This is particularly important with short distance events (100m/200m/400m/Hurdles/Relays) where no place cards are handed to the runners at the finish line.

If the Referee declares a disqualification on an athlete or team, then where possible, this should be conveyed to the runner by the Referee before the runner(s) leave the track. If the infringement requires further investigation by the Referee, the umpires should hold the athletes to the side of the track so the next event can go ahead.

Relays

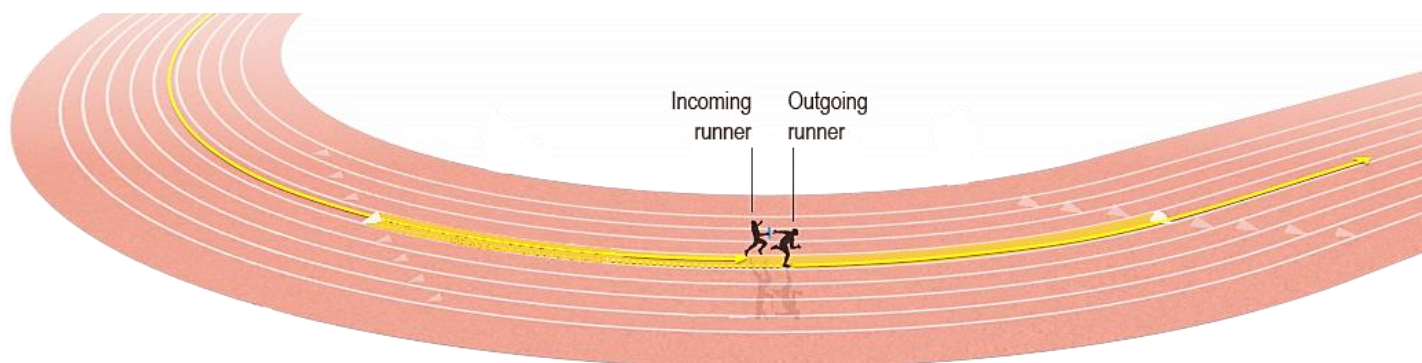
At each changeover zone there will be 4 relay officials:

- **1 Chief Relay Official***, positioned at the midpoint of the changeover zone watching all eight lanes
- **1 Track Umpire** at the start of the zone, to ensure runners are in their correct lanes, indicate to the Chief Relay Official when all competitors are ready to start, and to monitoring all lanes
- **2 Relay Changeover Officials*** at the end of the zone, watching 4 lanes each. (If 9 lanes are in use for relays then an additional Relay Changeover Official will be in place, and each will judge 3 lanes.)

*Selected event officials who have finished their first official role will act as Chief Relay Officials and Relay Changeover Officials.

Relay Event Preparation Notes:

- All teams must report to the relevant changeover marshal ten minutes before the start of the first relay event. The marshalling tent locations for each runner are indicated in the event information booklets. Athletes must remain on the outside of the track at their marshalling location while waiting for their event.
- Schools are to provide their own baton. Runners must only run one leg of the race.
- Starting blocks are permitted for the first runner only.
- Athletes may place one marker on the track within their own lane, by using adhesive tape (maximum 5cm x 40cm) of a distinctive colour which cannot be confused with other permanent track markings. This must be removed immediately after use. No other markers may be used and officials are to direct athletes to adapt or remove any marks not complying with this rule.



BATON CHANGE

In all relay events, **THE BATON MUST BE PASSED WITHIN THE 30M CHANGEOVER ZONE**. It is only the position of the *baton* which is decisive, and not the position of the body/limbs of competitors. The passing of the baton commences when it is first touched by the receiving runner and is completed the moment it is only in the hand of the receiving runner. The zone starts and finishes at the edges of the zone lines nearest the start line in the running direction.

The runner that is receiving the baton (outgoing) must be standing inside and commence their run from within the changeover zone. After handing over the baton, incoming runners must keep in their own lanes until all other teams have passed to avoid obstruction to other athletes.

The baton must be carried by hand throughout the race. **If dropped, it must be recovered by the athlete who dropped it.** The athlete may leave their lane to retrieve the baton, provided no other athlete is impeded. Once the baton has been retrieved, the athlete can return to their lane and continue with the race.

If an athlete impedes a member of another team, *including* by running out of position/lane, the offending team shall be disqualified.



Chief Relay Change Officials require a white flag, a red flag, and a two-way radio.

Chief Relay Change Official - Preparation

- Ensure that all aspects of the track and change-over zones are safe for athletes.
- Ensure the athletes and officials are all aware of the area in which the baton must be passed and from where they can commence their run to receive the baton (changeover zone).

Chief Relay Change Official - Procedures

- Before each race signal to the Chief Referee with a white flag when all athletes and officials are in position and ready to start. Signal with a red flag if there is a hold up for any reason.
- After all lanes have completed the changeover, signal to the Chief Referee with either a white flag (all clear) or a red flag (infringement). If there is an infringement wait until the race has completed and then radio the Chief Referee to explain the infringement.

Officials are to watch and check that:

- the outgoing runners are positioned to start their run *inside* the changeover zone
- runners only use adhesive tape to mark a spot on the track (no other markings are allowed)
- the baton is changed *within* the 30m changeover zone (it is the baton position that determines compliance); the baton is passed from hand to hand (not thrown)
- if a baton is dropped, it is picked up by the competitor who dropped it
- competitors do not impede another competitor's progress by leaving their lane, before or after passing the baton, or while retrieving it if dropped.

After the changeover is completed, Relay Changeover Officials and Track Umpires **inform the Chief Relay Official if any infringements have occurred or give an 'all clear' signal.**

The Chief Relay Official will then immediately raise the white or red flag to signal to the Chief Track Referee (that either the change-over was 'all clear' or that an infringement has occurred). The Chief Track Referee will discuss the infringement with the Chief Relay Official to clarify the infringement and decide upon any disqualifications.

Relay umpires/officials should not discuss infringements or disqualifications with school staff or coaches. If a disqualification has been given by the Chief Track Referee, schools will be notified and have the option to lodge a protest with the Carnival Manager within 15 minutes of the event.

Relay Disqualification Notification procedure

Following each race if the Referee declares a disqualification a disqualification sheet will be completed and verified copies provided to the results room and offending school by ACC staff. Each school will be required to have one representative at the finish line to collect the DQ sheet if their school has infringed and been disqualified.

The announcer can give brief details on the verified disqualification; specific details of the infringement will not be given, just the event number and lane/school.

Schools have 15 minutes after each relay event to lodge a verbal protest with the Carnival Manager if they wish to dispute a disqualification. School staff or coaches may only lodge a protest with the Carnival Manager.

The Referee and Carnival Manager have the final authority to uphold a protest or overturn a disqualification. If a protested disqualification stands and the school is still not satisfied with the decision then they will need to formally lodge a protest appeal after the carnival (as per the appeals procedures).

School staff or coaches are not to directly approach any relay official/umpire. Athletes may approach relay referee/officials/umpires to ask for infringement clarification after each race. Protests however can only be lodged by the senior teacher/coach of each team.

25- ROLE OF THE FIELD EVENTS REFEREE (THROWS AND JUMPS)

CURRENTLY THESE CHIEF REFEREES ARE PROVIDED BY ATHLETICS WEST.

REFEREES ARE TO BE CONVERSANT WITH THE CODES OF CONDUCT FOR OFFICIALS, ATHLETES, COACHES AND PARENTS

REFEREES ARE TO BE CONVERSANT WITH ACC DISPUTES, QUERIES AND PROTESTS PROCEDURES

The Referee should arrive at the venue of the meeting at the designated time for all referees prior to the start of the 1st event. Should inspect the event locations to be sure that he/she is aware of all the necessary markings and should also see that equipment is readily available.

Duties Include

- To preside over all field events and see that all technical rules are carried out.
- To see that the competition is 'fair' to all competitors.
- Be ensure that there are sufficient officials, and explain duties to each of them during an initial briefing.
- To deal with reports from Officials, or any protest.
- To meet Field Officials when they arrive at Carnivals. Liaise with these Officials and establish an event location routine.
- Sign all recording sheets including record verification form (Appendix 35), and sign all Records. In the event of a record a metal tape should be used to confirm all measurements. The referee should have access to the metal tape at all times. Do NOT loan it to any of the sites for the permanent measuring tape.

If a Judge gives a report to the Referee, the report must be investigated immediately by the Referee.

If there is any reason why an event has to be re-held, it is a matter for the Referee to decide when the event is to be re-held in liaison with the Carnival Manager.

The Referee has the power to disqualify a competitor for improper conduct during competition. Remember that it is the Referee who disqualifies NOT the Judge.

Protests relating to matters that develop during the progress of the programme, should be made at once, and not later than within thirty minutes after the result has been officially recorded. The Organisers of the meeting shall be responsible for ensuring that the time of the recording of all results is noted.

Any protest shall in the first instance be made orally to the Referee by the athlete him/herself or by someone acting on his/her behalf. To arrive at a fair decision, the Referee should consider any available evidence provided by the event official and the athlete, which he/she thinks necessary.

26- ROLE OF THE HIGH JUMP JUDGE, & STUDENT ASSISTANTS

All high jump officials should view the High Jump Officiating Tips Video on the ACC web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

It is essential that Field Event Officials are suitably skilled to perform their required duties. Schools are responsible for training officials so that they can perform their duties at the required level.

Officials should check to see that all equipment is in readiness for the event - the Referee usually does this, but all officials should liaise to see that equipment is ready so that the event can start at the scheduled time.

Officials must know the heights and the increments they should be using throughout events and must know the end-of-event procedure. Competitors may pass at the starting height or any height in the competition. The official should make this clear to all competitors before the event commences.

The High Jump Judge should check the names and numbers of the competitors against those present, and against the tries order provided by the Carnival Manager. The usual ACC practice is to have two separate events for each age/gender designated as Division I and Division II. Both events operate concurrently at the same site and at the same time. Division II competitors will jump first. Competitors must register as either Div I or Div II. If a competitor does not know which division, they are in, then the official should ask which student is the best jumper of the two from that school and place that competitor in Division I.

On the recording sheet you should record the competitor's name, each time the competitor clears a height mark the sheet with 'O' and each time the competitor fails mark the sheet 'X'. At the end of competition record, in the allotted column, the best performance of each competitor and then the placing of each competitor.

Landing area

The landing area should be checked before the start of competition and after **each** jump, ensuring buns are secured together and if required moving additional landing mats to the side of or behind the main landing area. The high jump officials must check with the chief jumps referee that the landing area is safe before the commencement of any event.

A competitor may place marks (i.e. pieces of tape only) to assist him/her in his/her run-up and take off, and a small HANDKERCHIEF or similar object on the crossbar for sighting purposes.

Competitors are to compete with footwear on both feet. A shoe strap over the instep is permitted. The sole and the heel of the shoes may have spikes. In the high jump, the number of spikes is limited to a maximum of 6 in the sole proper and 4 in the heel.

Once the competition has begun, competitors are NOT permitted to use the runway or take off area for practice purposes.

The uprights shall not be moved during the competition, unless the REFEREE considers the take off or landing area has become unsuitable. If the uprights are moved the change MUST be made only AFTER a round has been completed.

COMMENCING HEIGHTS & MEASUREMENTS

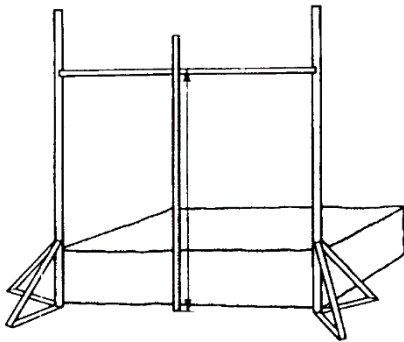
Before commencing the competition, the Judges shall announce to the competitors the commencing heights and the incremental heights to which the bar shall be raised. Refer to the result sheet for starting heights and bar increments.

Division II competitors will jump first followed by Division I. The starting height for all Division I events will be 5cm higher than the Division II starting height.

Even after all the other competitors have failed. A competitor is entitled to continue jumping until he has forfeited his own right to compete further.

If a competitor leaves to go to another event he must return to the competition at the current height of the bar.

When setting up the bar, the height of the bar should be measured at each end to be sure that the bar at each end is the same distance from the ground, and then, the centre to get the correct measurement. It is usual that the centre is the lowest measurement, but if the bar is not straight the IAAF rule says "All measurements shall be made perpendicularly from the ground to the **lowest** part of the upper side of the bar".



A mark should be put on the bar to be sure that it is replaced with the same surface uppermost and the same surface to the front.

Any **measurement** of a new height should be made by the high jump judge and the Field Referee before competitors attempt such height. Call the Field Referee before the RECORD is attempted to confirm the height is correct. After a successful jump the height will be remeasured by the Field Referee. A record verification

form (Appendix 35) will need to be completed and signed by both the site judges and the field referee.

A competitor may have three attempts at each height (once the height is cleared he cannot have any further attempts at that height) although he may only have three CONSECUTIVE failures. If a competitor was to clear 1.75m, have **one** attempt at 1.77m and fails and then goes to another event and returns when the bar is at 1.79. He has **one** attempt at 1.79 and fails (which is 2 failures) goes away again and returns when the bar is at 1.81. At 1.81, he is only entitled to **one** attempt as he already has had two failures. (Three consecutive failures). If he clears the bar he goes on but if he fails he is out of the competition.

A competitor may commence jumping at any height above the minimum height - they do not have to jump the starting height. They may commence jumping at their own discretion - that is, they may pass any height they wish.

NB: A competitor must at least clear a HEIGHT to be awarded a place and consequently to receive points. If a competitor chooses not to jump the opening height and is unsuccessful at their later opening height (ie. Three fails) then they do not receive a place nor any points.

Foul Trials.

- The competitor must take off from ONE FOOT.
- Competitor knocks the bar off the supports.
- Competitor touches the ground including the landing area beyond the plane of the uprights either between or outside the uprights with any part of the body without first clearing the bar. (If a jumper, when he/she jumps, touches the landing area with his foot beyond the plane of the stands and cross bar, and in the opinion of the Judge, no advantage was gained, the jump should not be for that reason, considered a failure).

The Judge should watch to see if the jump is a fair one - and should watch carefully, as it is sometimes hard to define if the competitor had knocked off the bar or it was dislodged by the wind.

If the competitor knocks the bar you should wait for the bar to steady itself (there is no set time allowed). Use your common sense and if you see that the bar is not going to fall off, then steady the bar - but you must be sure. The fact that the competitor is out of the landing area is NOT taken into account - there is no set time and you must wait for the bar to steady itself.

High Jump rules stipulate that it is a failure if the competitor 'touches the ground, including the landing area, beyond the plane of the upright...' remember it says TOUCHES the ground. If a competitor was to run up to the bar and his hand goes UNDER the bar, it is not a failure unless his hand TOUCHED THE GROUND, OR LANDING AREA.

A competitor who unreasonably delays' making a trial renders him liable to have that trial disallowed and recorded as a failure. It is a matter for the REFEREE to decide, having regard to all the circumstances, what an unreasonable delay is. For a second delay at any time during the competition he shall be debarred from taking any further trials, but any performance accomplished up to that time SHALL STAND. The official responsible shall indicate to the competitor that all is ready for the trial to begin, and the period allowed for this trial shall commence from that moment. The time which must not be regarded, as imperative (it is still a matter for the Referee) should NOT normally exceed 1.5 minutes. Although it is a matter for the Referee, the Referee would not normally allow more than the 1.5 minutes unless there are extenuating circumstances.

All protests must be referred to the REFEREE.

Ties. If two or more competitors fail at the same final height, the competitor **with** the lowest number of jumps at the previous height at which the tie occurs shall be awarded the higher place.

For example:

	1.84	1.87	1.9	1.93	
A.	O	O	XXO	XXX	} 'B' cleared 1.90 at first attempt therefore would be the winner 'C' 2nd and 'A' 3rd
B.	O	O	O	XXX	
C.	O	O	XO	XXX	

IF THE TIE STILL REMAINS, the competitor with the lowest number of failures THROUGHOUT the competition up to and including the height last cleared shall be awarded the higher place.

For example:

	1.84	1.87	1.9	1.93	
A.	XO	XO	XO	XXX	} All cleared 1.90 at the second attempt, so you count the number of failures THROUGHOUT the competition (from the beginning not step by step) 'A' 3 failures; 'B' 3 failures; 'C' 5 failures, 'D' 1 failure. 'D' would be declared the winner, 'A' and 'B' jump would finish equal second, and 'C' 4th
B.	XXO	O	XO	XXX	
C.	XXO	XXO	XO	XXX	
D.	O	Passed	XO	XXX	

There will be no jump off to resolve ties. Placings would stand as is. To distinguish placings for the computer operators an extra 0 needs to be added. The following would apply as in the example above.

Place	Competitor	Height
1	D	1.9
2	A	1.90
2	B	1.90
4	C	1.90

Further example

	1.78	1.82	1.85	1.88	1.90	1.92	1.94	Total Failures	Place	Height
A.	-	XO	XO	O	XXO	-	XXX	4	1	1.90
B.	XO	-	XXO	-	XXO	XXX		5	3	1.90
C.	O	XO	-	XXO	XXO	-	XXX	5	3	1.90
D.	XO	-	XO	-	XXO	XXX		4	1	1.90

O = cleared

- = did not jump

X = failure

After counting back the number of failures throughout the competition 'A' and 'D' both had 4 failures so they share first place.

If the tie concerns other than first place (2nd, 3rd etc) the competitors so trying shall be awarded the same place in competition. This means that you still do the count back of failures throughout the competition as the same for first place.

Once the final place is achieved, the winning athlete can continue jumping, providing time permits. At this stage of the event the official and the athlete can discuss the next height attempt. Any further increments must be at least 3cm. With time constraints and fatigue considered, the athlete may be given the chance to attempt a realistic height that will give them one or more of these outcomes;

- a higher result that they know they can achieve,
- a PB,
- the record.

They should be advised to consider that their decision **can impact ACC All Stars selection**.

If an athlete achieves a new record or equals the record, the site official must call on the chief referee to check that the performance was a new record. A record verification form (Appendix 35) will need to be completed and signed by both the site judge and the field referee. No further heights can be attempted until the height of the bar is verified by the chief referee.

If start height is not achieved - places and points are not awarded.

The High Jump Judge, on completing the best attempt and final placings, is to deliver the result sheet to the results room.

Simultaneous Event Competitors

COMPETITORS INVOLVED IN FIELD AND TRACK EVENTS THAT OCCUR SIMULTANEOUSLY ARE PERMITTED TO LEAVE THE FIELD EVENT AND RE-CONTINUE AFTER HAVING COMPETED IN THE OTHER FIELD OR TRACK EVENT. OFFICIALS MUST ADVISE ATHLETES WHO ARE LEAVING A FIELD EVENT TO COMPETE IN ANOTHER EVENT, THE TIME BY WHICH THEY MUST RETURN TO COMPLETE THE FIELD EVENT. THE OFFICIALS SHOULD ALSO INFORM THE REMAINING COMPETITORS THAT SOME ATHLETES WILL BE RETURNING TO COMPLETE THE EVENT.

The start of a track or field event will not be delayed to wait for any competitor.

To avoid having to return to the field event, a competitor has the option of completing his/her three attempts in succession (except in high jump). If more than one competitor exercises this option, they will alternate attempts until each has completed his/her three attempts. In high jump, if an athlete chooses to leave the event to compete in another track or field event, upon returning they must jump at whatever the bar height has been increased to. The bar will not be lowered for returning competitors. The same rule applies to competitors that pre-register for the high jump event but miss the start because they are delayed at other events. If one (1) or two (2) attempts at the previously attempted height were not successful, and the competitor fails to clear the current height, place count back will be made with the assumption that the competitor failed in three (3) attempts at the previous height.

A High Jump competitor must at least clear the starting height to be awarded a place and therefore points.

A field event official will only wait for the return of registered competitors up to 15 minutes after the start of the next event at that location. If a competitor has not returned by this time, the initial event is considered closed. If it is the last event of the day at that site then the official should wait no more than 15 minutes after all other registered competitors have completed their attempts. Result sheets are required to be signed by the Event Official and the referee and then be sent to the appropriate results recording locations.

Competitors in simultaneous events should pre-register for both events if they wish to return to an event. Field event officials will not hold an event open for competitors that have not pre-registered. A field event remains open to any competitor until the official has closed off the event and signed the result sheet. A field event will be closed once the last registered competitor has completed all attempts. Schools may use coaches or reserves to “proxy register” a competitor for an event if they are unable to register themselves due to a simultaneous event clash.

HIGH JUMP STARTING HEIGHTS (in meters)							
In all carnival divisions, the starting height for <i>division 2 competitors</i> is stated below; the starting height for division 1 competitors will be 5 cm higher.							
All height increments will be 5 cm up until the final 3 competitors; then 3cm to the final top 3 places.							
	Carnival Division						
	A	B, C & D	E & F	G	H	I	J
u13 Girls	1.10	1.10	1.10	1.05	1.05	1.00	1.00
u14 Girls	1.15	1.15	1.15	1.10	1.10	1.10	1.05
u15 Girls	1.20	1.20	1.15	1.15	1.15	1.05	
u16 Girls	1.25	1.20	1.15				
Open Girls	1.25	1.25	1.20	1.15	1.10	1.10	1.05
u13 Boys	1.20	1.20	1.15	1.15	1.15	1.15	1.10
u14 Boys	1.30	1.30	1.25	1.20	1.20	1.15	1.15
u15 Boys	1.35	1.35	1.30	1.25	1.25	1.20	
u16 Boys	1.45	1.40	1.40				
Open Boys	1.55	1.50	1.50	1.40	1.40	1.30	1.30

High Jump starting heights are at the discretion of the ACC and vary between the higher and lower divisions.

27- ROLE OF THE HURDLES & EQUIPMENT MANAGER, ASSISTANT & STUDENT ASSISTANTS

The Hurdles & Equipment Manager is responsible for the management of the hurdles and the 800m cross over official duty.

The Hurdles & Equipment Manager will be supported by a Hurdles & Equipment Assistant (HEA), a school provided adult official & student assistants who will arrive :

BEFORE 7:45am	A – F divisions
BEFORE 8am	G – I divisions
BEFORE 8:30am	J division

- The (HEA) along with 12 student assistants will support hurdles set up, changes and pack up. The HEA and 4 student assistants will assist the Hurdles & Equipment Manager as required across the course of the day
- HEA and the student assistants may return to spectator areas **ONLY WHEN** the Hurdles & Equipment Manager confirms they can do so, however are still “on call” and may be required for other duties during the carnival.
- The HEA is a key official and needs to be available at all times during the carnival, and **CAN NOT BE** responsible for any other school supervision, coaching or officiating roles
- The Hurdles & Equipment Manager should continually liaise with the Throws and Jumps Referees throughout the carnival. He/she is to ensure that all events are running to schedule by liaising with the individual Throws and Jumps Officials (discus, shot put, javelin, long and high jump).

PRE CARNIVAL

- Work closely with Arena Manager
- Collect the hurdles on the trolleys from VenuesWest equipment official.
- Check that all hurdles are in working condition.
- Brief HEA and student assistants as to the procedures to be followed.
- Set up hurdles in preparation for first hurdles event.
- **Hurdles are to be in place and ready for the first event by:**

BEFORE 8:40am	A – F divisions
BEFORE 9:10am	G – I divisions
BEFORE 9:40am	J division

HURDLES MANAGEMENT

- Change hurdle heights and distances as per the specifications for each age/gender event.
- Please liaise with the AWA Chief referee regarding hurdle placements and heights.
- If required by the track referee, the Hurdles & Equipment Manager can check the height of the hurdles, using the measuring stick (provided by the ACC).
- Hurdle heights are measured from the track surface to the top edge of the hurdle cross bar.
- Lanes used are 5, 6, 7, 8, 9, 10, 11 and 12 of the 110m straight (and lane 4 if 9 schools are competing).
- The order of hurdles events, hurdle heights, number of flights, distance between flights approach and finish distances are as follows for carnivals with all events/age groups:

SET UP ORDER	NUMBER OF EVENTS AT SETTING		HURDLES SET UP								
			Gender	Age	Distance	Track Marks	Flights	Start	Between	Finish	Height
1	Carnivals A to E = 6	Carnivals F to J = 3	Girls	U13	80m	Black	9	12m	7m	12m	76.2cm
			Boys	U13	80m	Black	9	12m	7m	12m	76.2cm
			Girls	U14	80m	Black	9	12m	7m	12m	76.2cm
2	Carnivals A to E = 6	Carnivals F to I = 3 J = 1	Boys	U14	90m	White	9	13m	8m	13m	76.2cm
			Girls	U15	90m	White	9	13m	8m	13m	76.2cm
			Girls	U16	90m	White	9	13m	8m	13m	76.2cm
3	Carnivals A to E = 2	Carnivals F to J = 1	Girls	Open	100m	Yellow	10	13m	8.5m	10.5m	76.2cm
4	Carnivals A to E = 4	Carnivals F to I = 2	Boys	U15	100m	Yellow	10	13m	8.5m	10.5m	84cm
			Boys	U16	100m	Yellow	10	13m	8.5m	10.5m	84cm
5	Carnivals A to E = 2	Carnivals F to J = 1	Boys	Open	110m	Red	10	13.72m	9.14m	14.02m	91.4cm

F to J Division carnivals only have one division per age/gender event for hurdles.

G, H, I & J Division carnival have no U16 events. J Division also has no U15 events.

- The Hurdles & Equipment Manager is to liaise with the Starter's Assistant, to ensure that the order of hurdles events is maintained.

Special note: The U/16 and Open Girls hurdles races are before the Boys U/15, U16 & Open hurdles events. This is a different order to the normal race order, due to the differences in hurdle heights and distances.

- Student assistants are to sit on the ground on the outside of the hurdles track opposite their row of hurdles during all hurdle event. They are NOT to stand, as this would block the view of spectators and officials.
- At the conclusion of hurdles events, the hurdles are to be neatly stacked on the trolleys and returned to the storage area. Please check with the Venues West equipment official.

28- ROLE OF THE LONG JUMP JUDGE, & STUDENT ASSISTANTS

All long jump officials should view the Long Jump Officiating Tips Video on the ACC web site at: <https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

It is essential that Field Event Officials are suitably skilled to perform their required duties. Schools are responsible for training officials so that they can perform their duties at the required level.

Officials should check to see that all equipment is in readiness for the event - the Referee usually does this but all officials should liaise to see that equipment is ready so that the event can start at the scheduled time. Level the entire landing area and sprinkle the sand with water if a hose is close at hand.

The Long Jump Judge records the performances of each competitor, and also calls the competitors in the order of the draw.

All legal jumps are to be measured and written on the recording sheet.

The recorder should check the names of the competitors against those present, and against the tries order provided by the Carnival Manager. On the recording sheet is recorded, the competitor's name and number, and the distance of each of the competitor's trials. At the conclusion of competition, record in the allotted column, the 'best performance' of each competitor and then the placing of each competitor.

The Judge stands at the take-off board and decides if the jump is a fair one or if the competitor has 'fouled'. After the competitor's jump has been measured he should stand ON the take-off board until the sand has been levelled ready for the next competitor.

The Student Assistant holds the commencing part of the tape at the landing area. He marks the distance jumped with a spike attached to the end of the tape (if this is not available a pencil will do the job) so that the jump may be measured.

The Judge holds the tape at the take off line, and checks to see that the tape is at right angles to the take-off line. He reads the distance jumped and sees that it is recorded properly. (If the distance indicates a record the Referee must be informed so that he can supervise the measurement.)

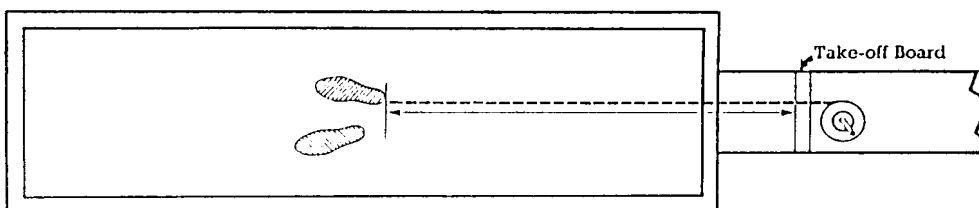
The second Student Assistant is to level out the sand and sprinkles it with water after each competitor's jump.

No marks may be placed ON the runway but a competitor may place marks alongside the runway. No marks shall be placed in the landing area.

A board sunk level with the runway and the surface of the landing area shall mark the take-off. The edge of the board that is nearer to the landing area shall be called the take-off line. Immediately beyond the take off line there shall be placed a board of plasticine or other suitable material for recording the athlete's footprint when he has foot-faulted. (If it is not possible to install a plasticine board soft earth or sand should be placed in front of the take-off line - this should be sprinkled with water also).

If a competitor takes off BEFORE reaching the board it shall not for that reason be counted as a failure.

When a competitor lands in the sand, a Judge places a spike vertically at the break in the sand and the zero end of the steel tape is held at this point. It is easier to put the spike through the ring at the end of the tape and make allowance for thickness of the ring when placing the spike. The distance is then read off at the scratch line, checking that the tape is at the **right angles** to the line by moving it slightly from side to side until the minimum distance is shown. If the break in the sand is to one side of the landing area it may be necessary to prolong the scratch line with a sheet of paper or a clipboard.



Once the competition has begun, competitors are not permitted to use runways for practice purpose.

It shall be counted as a failure ('FOUL') if any competitor:

- a) Touches the ground beyond the take-off line with any part of the body whether running up without jumping or in the act of jumping. (It is only a foul if contact is made with the ground (or plasticine). If a competitor has long spikes it is possible for his toe to project beyond the scratch line without touching the ground, which would NOT constitute a foul.) The rule says 'touches the ground'.
- b) Takes off from outside either end of the board, whether beyond or behind the take off line extended.

- c) In the course of landing, touches the ground outside the landing area NEARER to the take off than the nearest break in the landing area made by the jump.
- d) After a completed jump, walks BACK through the landing area. (Competitors should walk out of the landing area from a point further from the take off board than the mark in the landing area from which the measurement is taken.)
- e) Uses any form of somersaulting.

At the CONCLUSION of the competition, if there is a tie for placings, then you take the second best performance of the tying competitors to decide the tie. If still a tie then the third best try is considered.

A competitor who unreasonably delays' making a trial renders him liable to have that trial disallowed and recorded as a fault. It is a matter for the Referee to decide having regard to all the circumstances as to what is an unreasonable delay. The official responsible shall indicate to the competitor that all is ready for the trial to begin and the period allowed for this trial shall commence from that moment. In the case of Long Jump and Triple Jump the time, which must not be regarded as imperative (it is up to the Referee), should not normally exceed 1.5 minutes. Although it is a matter for the Referee, he would not normally allow more than the 1.5 minutes unless there were extenuating circumstances.

If a competitor protests on any matter this must be referred IMMEDIATELY to the Referee who will make any decision.

Simultaneous Event Competitors

COMPETITORS INVOLVED IN FIELD AND TRACK EVENTS THAT OCCUR SIMULTANEOUSLY ARE PERMITTED TO LEAVE THE FIELD EVENT AND RE-CONTINUE AFTER HAVING COMPETED IN THE **OTHER FIELD OR TRACK EVENT**. OFFICIALS MUST ADVISE ATHLETES WHO ARE LEAVING A FIELD EVENT TO COMPETE IN ANOTHER EVENT, THE TIME BY WHICH THEY MUST RETURN TO COMPLETE THE FIELD EVENT. THE OFFICIALS SHOULD ALSO INFORM THE REMAINING COMPETITORS THAT SOME ATHLETES WILL BE RETURNING TO COMPLETE THE EVENT.

The start of a track or field event will not be delayed to wait for any competitor.

To avoid having to return to the field event, a competitor has the option of completing his/her three attempts in succession (except in high jump). If more than one competitor exercises this option, they will alternate attempts until each has completed his/her three attempts.

A field event official will only wait for the return of registered competitors up to 15 minutes after the start of the next event at that location. If a competitor has not returned by this time, the initial event is considered closed. If it is the last event of the day at that site then the official should wait no more than 15 minutes after all other registered competitors have completed their attempts. Result sheets are required to be signed by the Event Official and the referee and then be sent to the appropriate results recording locations.

Competitors in simultaneous events should pre-register for both events if they wish to return to an event. Field event officials will not hold an event open for competitors that have not pre-registered. A field event remains open to any competitor until the official has closed off the event and signed the result sheet. A field event will be closed once the last registered competitor has completed all attempts. Schools may use coaches or reserves to "proxy register" a competitor for an event if they are unable to register themselves due to a simultaneous event clash.

Before the start of each event the judges should familiarize themselves with the record for that event. The existing record can be measured and marked with a different or distinctive coloured marker as a guide on the side of the pit. If a record occurs, the pit should NOT be raked and the field referee called immediately.

A measure of the jump with a metal tape by the field referee will confirm the measurement. A record verification form (Appendix 35) will need to be completed and signed by both the site judges and the field referee.

The competitor/s will complete his/her attempts immediately. The result sheet must be sent to the recording position as soon as possible to avoid scoring hold-ups.

The Judge, on completing the best attempt and final placings, is to deliver the result sheet, using the student assistant to the results room which is located in the stand above the finish line.

29- ROLE OF THE LONG-DISTANCE TRACKSIDE RECORDERS

Long distance trackside recorders are located in the tent on the inside of the track just past the finishing line to record places, divisions and times for 1500m and 800m events. Recording/marshalling sheets for all long distance events are pre-entered with athlete data and will include both divisions I and II events on one page.

Athletes will marshal at the 800m/1500m marshalling tent. The marshals will check each athlete's name and competitor number on the sheet. If a different athlete marshals for an event, the marshal needs to replace the name on the sheet with the new athlete's details.

Once all competitors have been checked, the sheet will be taken to the long distance trackside recorders' tent.

Competitors report to the Long Distance Track Side Recorder immediately after their event. The long distance Chief Judge will instruct competitors to stay in place order. Competitors would have been given a place card to help keep athletes in order. Trackside recorders are to record results using the following procedure:

- Enter the place of each competitor across both divisions in the **RACE PLACE** column.
- The chief long distance timekeeper will deliver a printout of the event times and places.
- Enter the times next to the relevant RACE PLACE for each competitor then staple the slip to the top left hand corner of the results sheet.
- Working on one division at a time, calculate the **DIVISION PLACE** for each event.
- Check entries and when confident all is accurate, have the student assistant deliver the completed results sheet to the results room.
- **NB: It is essential that all recorders write numbers clearly for computer entry in the results room.**

30- ROLE OF THE PHOTO FINISH AND MEET MANAGER OPERATORS

PHOTO FINISH OPERATORS

Athletics West will provide two qualified operators to manage the automatic timing system and photo finish each day. Details of officials for these roles will be published closer to the commencement of the carnivals once they are confirmed by Athletics West. The printer and **Photo Finish** system will be set up by Athletics West.

MEET MANAGER OPERATOR

Athletics West will provide an official to operate the Meet Manager system and work with the ACC results management team at all carnivals. Photo finish results are transferred, scored, printed, then sent to the ratifiers for checking.

31- ROLE OF THE RESULTS ENTRY OPERATOR

Results entry operators will work in teams of two, entering results into the Meet Manager (MM) Program. Each pair should consist of either two adults, or one adult and one capable student.

Only long distance and field event results will be entered by results entry operators. Short track results are automatically transferred from the Photo Finish system into MM after each race.

1. Check the event number, event description, gender, age group, division and that the age group matches what is on the computer for that event.
2. Check if the event has a new record and advise the Results Manager.
3. If there is a disqualification, check that the DQ sheet has been attached.
4. Enter the data that is on the results sheet starting from the top.

5. Once data is entered, a 'call back' process must take place. The information that appears on the screen is to be checked against the results sheet starting with place number 1. Results entry operator (2) who has entered results will call back each place, name, competitor number, school and performance to results entry operator (1). Each entry must be checked thoroughly to ensure no errors have been made.
6. If all is correct, a printout is done and attached with a paper clip to the back of the original results sheet. This should then be placed in the 'ENTERED' tray for checking by the results ratifier.

Results entry operators must advise the Results Manager immediately should the following occur:

- Anything written on the results sheet is unclear.
- A competitor number does not match a name, or vice versa.
- A performance/result does not seem accurate.
- A record has been broken.

32- ROLE OF THE RESULTS MANAGER

The results manager is responsible for overseeing and managing the entire results room operation. Any problems or issues must be directed to the person in this role on the day. Prior to the carnivals, and on the morning of the carnival, the **Results Manager** should check the program data. These include:

- Program of events.
- Age group allocations and age groups within Junior & Senior Categories.
- Points allocations. These can vary depending on number of schools in a division.
- Team names, codes, and lane allocations.

The **Results Manager** will adhere to the following actions on the day of the carnival:

- Oversee results for entry into the computer.
- Deal with any inquiries regarding results.
- Process competitor changes required by a school on the day. *****Schools are encouraged to make any competitor changes prior to carnival day using their online nomination form*****
- Throughout the carnival at intervals of approximately 15 minutes, provide progressive aggregate scores for the scoreboard operator.
- Results will be regularly uploaded and available for public viewing on the ACC website <http://www.accsport.asn.au/carnivals/athletics/athletics-results>.

The results manager must have final reports printed and ready for the Director of Sport to present at the end of the carnival. The following reports must be printed:

- Records set on the day (including Multi Class)
- Junior categories for each gender
- Senior categories for each gender
- Overall categories for each gender
- Combined Overall scores

In case of a 'draw' in any category, the shield is shared between the two winning schools.

The **Results Manager**, in conjunction with the Carnival Manager, is to ensure that all technical equipment is operational.

Management of carnival results throughout the day

All results will be entered into the Meet Manager carnival management system. Once results are entered, they will be checked by the results ratifiers (see role description below) and available on the internet for public viewing. A copy of the results for each event will be printed for the Results room.

33- ROLE OF THE RESULTS RATIFIER

The main role of the **Results Ratifier** is to ensure that the computer printout of results from Meet Manager coincides with the raw data recorded on the results sheet for each event.

The **Results Ratifier** must check the following:

- The event numbers coincide.
- There is only one competitor from each school in each event.
- Times/distances are entered accurately.
- Placings are correct, especially if there is a disqualification.
- Records have been verified and a verification form is attached to the results sheet.
- Disqualifications have been registered on the results sheet and a DQ form is attached.

The checking process must include the use of a red pen. Once an event is checked thoroughly, the ratifier must sign the bottom of the results sheet and pass it to a student assistant who will mark the event as ratified on a program booklet.

Student assistants assigned to ratifiers are responsible for keeping results sheets in event order according to the event, i.e., Hurdles, 100m, 200m, 400m, 800m, 1500m, LJ, HJ, Discus, Javelin and Shot Put.

34- ROLE OF THE STARTER, STARTER'S ASSISTANT, CHECK STARTER

All starting officials should view the Starting a Race Tips Video on the ACC web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>

- Separate starters and their assistants are assigned for the short distance events (SD - Hurdles, 400m, 100m, 200m & Relays) and long distance events (LD - 1500m, 800m and **Relays**). Athletics West normally supply the SD Starter and this person is the senior official.
- On arrival at the venue, the Starter should check to see that the starting equipment is working properly, and if a loud hailer is used, that the command can be clearly heard in all lanes. The Starter shall so place himself/herself, that the distance between him/her and each of the competitors is approximately the same.
- When Photo Finish is used, the Starter is to be familiar with gun connections with the underground calling. **Photo Finish** auto timing is used for SD track events only. LD track events use manual timing and are not connected to **Photo Finish**.
- The Starter should check equipment, check that timekeepers can see the flash of the pistol (or starting apparatus) and check the mechanism of the gun.
- The Starter should brief the Starter's Assistant.
- In liaison with the Starter's Assistant, the Starter shall check to see that starting blocks are correctly in place when used. When in position on the track, no part of the starting block must overlap the starting line or extend beyond the lane. If the Starter notices any starting blocks, which do not conform to the rules, he/she immediately notifies the Track Referee.
- When the athletes have finished adjusting their starting blocks, they are placed in the hands of the Starter's Assistant and Starter.

Starter's Assistant

- Moves the runners up to 1m behind the start line and if requested by the starter briefs the runners regarding the starting procedure.
- When the competitors are on the assembly line, and the Starter is ready, the Starters Assistant should ask the competitors to take off their track suits - but this should not be done too early, especially in bad weather.
- Shall assist in the supervision of the regularity of the start.
- Ensures that starting blocks are correctly used and removed from the track or well behind the start line after each race.
- In case of any start that does not comply with the requirement of a correct start, he shall give the sign of a recall by firing a pistol or by providing a visible signal or whistle to the starter.
- This means that in the case of a false start, either the Starter or Starter's Assistant can fire the recall pistol. But only the Starter applies the warning, and any disqualification.

Check Starter

The Check Starter is responsible for verifying the athletes at the starting line and ensuring the smooth transition from marshalling to race start. This role is essential in maintaining the accuracy and efficiency of track events **and requires the use of a digital marshalling device provided by the ACC, or your mobile phone. Instructions on how to use the digital marshalling device will be provided at the briefing in the results room. Please ensure you have a mobile device fully charged with you on the day.**

Responsibilities:

Verify Competitor Details

Confirm that each athlete is competing in the correct event, division, and event number.

Check Name and Lane Assignments

Ensure all **pre-entered** athletes' names and competitor numbers appear on the **digital marshalling device, or your mobile phone.**

Add Missing Competitors

If a **school has a late entry arrive after marshalling, source the relevant event from the digital marshalling device and digitally enter the name and number of the missing competitor into the relevant space provided. Ensure you save changes after each entry.**

Communicate Changes

Use the provided two-way radio to report any last-minute changes or corrections to the results room. All communication should be clear and accurate prior to the start of each race.

Lane Placement

Confirm all athletes are standing in their assigned lanes.

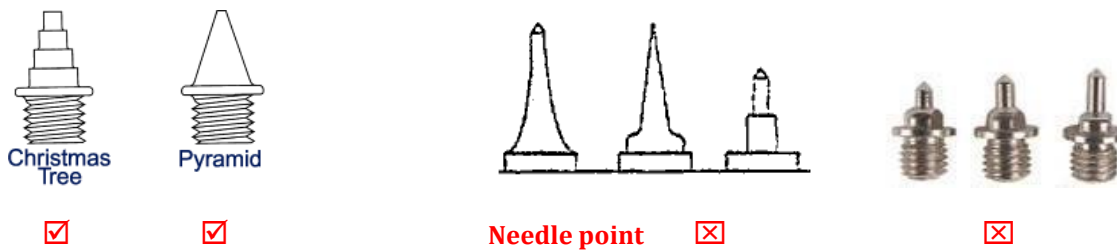
Spike check

Complete checks on the spikes being worn by each athlete to ensure they conform to the State Athletics Stadium track regulations as listed below. An athlete that does not have the correct spikes is to be given the opportunity to change their spikes to the correct type, but events will not be held up to wait for athletes to do so. All competitors **MUST** wear shoes, bare feet is not permitted.

Athletes must **NOT** use 'sharp' needle point spikes (as per images below) that will penetrate the surface. The **ONLY** spikes **PERMITTED** for use on the track are of the **Christmas Tree & Pyramid/Cone** shape variety as pictured below. The material of which the spike is made e.g. ceramic or metal is irrelevant & as such will not be monitored. The spikes must conform to the below rules :

- Track spikes must not exceed 7mm and must be Christmas Tree, Pyramid/Cone shaped. Sharp needle point spikes are not allowed

- Field spikes must not exceed 9mm *except for*
- Javelin & High Jump which must not exceed 12mm



Pre-Start Assembly

Position athletes 3 metres behind the start line in their lanes. Once all competitors are in place, signal to the Starter that the race is ready to begin. The Starter or Starter's Assistant will then proceed with the start.

Post-Race Duties

Once the race begins, **refer to the next race on the digital marshalling device and repeat the above responsibilities.**

Coordination with Marshals

Work closely with marshals to ensure that at least two upcoming races are fully marshalled and ready to proceed before the current race finishes.

The Start

It is not now usual in top line competitions, for the Starter to give the method of starting to the competitors, but this is often done in junior competition e.g., I will say 'on your marks', 'Set' (as the case may be) and then fire the gun. Athletes should know the command.

The Starter will be provided with a radio and must ensure that all officials are ready (i.e., Photo Finish, Track Referee, Track Timekeepers, Track Umpires and Finish Judges). The Track Referee signals with a white flag when the track officials are ready for the start. The starter must wait for this signal before starting any race.

The Start is under the COMPLETE control of the Starter.

Start. In a clear voice the Starter shall give the command "**ON YOUR MARKS**"

The Starter's Assistant should then check the hand and foot positions of the competitors.

In Straight Events the Starter can observe the competitors on their marks but in circular events this is usually left to the Starter's Assistant who signals to the Starter.

A competitor must not touch either the starting line or the ground in front of it with his hands, feet or baton when on his Mark.

After the command 'On your Marks':

In a race (or leg of relay) not more than 400 metres, the Starter, when all competitors are on their marks, then orders "**SET**", and when all competitors are 'Set' and STEADY he shall fire the pistol or starting apparatus.

In an event of more than 400 metres, the command is 'On your Marks' and then the pistol is fired. (There is NO 'set').

Failure to comply with the Starter's command after a reasonable time shall constitute a false start - and the competitor(s) shall be warned.

In races up to and including 400 metres, where a crouch start should be used, both hands must be in contact with the ground when the competitor is in the 'Set' position. **NOTE:** The rule only says 'hands' and not 'feet' - so the feet, whilst in the starting blocks need not be on the ground. A standing start or a crouch start without blocks may also be used.

If a competitor leaves the mark with hand or foot after the word 'On your Marks' or 'Set', as the case may be, before the pistol is fired, the Starter or Starter's Assistant shall fire a second shot to recall competitors. A false start will be called - and the competitor (s) shall be warned.

ACC Follows the "Old" False Start Rule (as of 1/1/2003). This rule is now covered as per Rule 162.8 (In Combined Events).

The rule states that only one false start per race is allowed without the disqualification of the athlete(s) making the false start. Any athlete(s) making further false starts in the race shall be disqualified. The IAAF Technical Committee has suggested that any competitor(s) responsible for a false start will be warned. At the same time, all the other competitors will also be warned. This is to make clear that any athlete making a further false start will be immediately disqualified. The starter at ACC carnivals will use some discretion and take into account the skill level of the runners when interpreting this rule.

If the starter or Starter's Assistant was of the opinion that the Start was not a fair one, he shall recall the competitors by firing a pistol or audible starting mechanism.

If a competitor, after the command 'On your Marks', disturbs the other competitors in the race through sound or otherwise, it may be considered by the Starter, to be a false start.

If for any reason the Starter is not satisfied that all is ready for the start after the competitors have been called to their mark, he/she should ask the competitors to stand up and they go back to the assembly line.

If there is a false start, the Starter should order the competitors to stand up; the Starter shall put the competitors again 1m behind the starting line.

If after a command 'On your Marks' or 'Set', the Starter wishes to speak to any competitor he must order all competitors to stand up and commence his command again.

If there has been a false start the Starter should make sure that all the relevant officials are ready before re-starting the race.

Relays: In a relay event, the first runner may have the baton touching the ground or off the ground behind the start line, whichever is more convenient. The baton cannot touch the ground on or in front of the start line.

There is no fixed holding time after the command 'On your Marks' or 'Set' (according to the distance) - as soon as all competitors are steady on their marks, the gun is fired.

The Starter has COMPLETE control of the start and even if the Referee feels that the Start was an unfair one, the Referee has no power to interfere.

If the Referee were to receive a protest on a start, the procedure would be for the Referee to ask the Starter if he considered the start to have been a fair one. If the Starter is satisfied with the start, then the Referee has no power to take any action.

It is usual for a Starter to wear a Starter's Shirt so that he can be easily recognised by everyone - athletes, judges and timekeepers. He needs to have two guns - one for starting and one for recalling - as well as a whistle attached to a lanyard around his neck.

The Starter's Assistant, after the Starter has given the command 'On your Marks', checks each competitor to see that hands are behind the line (in circular events it is not possible for the starter to see this) and if all is ready, signals to the Starter.

If there is a false start, the Starter asks all competitors to stand up and they are then in the hands of the Check Starter, to again be placed on the assembly line.

If the competitor came to the mark without shoes on his feet, the Starter is to ask the competitor if he has permission not to wear shoes? If permission has not been granted, the Referee is to be advised (see list of exemptions). COMPETITORS ARE NOT PERMITTED TO START AN EVENT WITHOUT SHOES.

If the Starter's Assistant noticed any starting blocks that did not conform to the rules this should immediately be reported to the Referee. The rules regarding starting blocks are Rule 162 (9) in the IAAF Handbook.

In relay events, it is the responsibility of the Starter and their assistants to see that relay batons are available for the first runner. Each schools should however provide their own baton.

It is NOT the duty of a Check Starter to judge if a competitor has had a false start - this is a matter for the STARTER and STARTER'S ASSISTANT only.

In all races up to and including 400 metres, where a crouch start should be used, both hands must be in contact with the ground when the competitor is in the 'Set' position. (Note that there is now no longer reference to 'feet', so therefore feet, whilst in the starting blocks do not have to be in contact with the ground). Standing starts are permitted. A standing start or a crouch start without blocks may also be used.

After the Starter has called the competitors to their mark, and the Starters Assistant has signalled that all is ready, the Starters Assistant should stand back from the track and after the race has commenced should see that all starting blocks are removed. He/she then proceeds to see that all competitors are ready for the next event.

35- ROLE OF THE THROWING EVENT JUDGES & STUDENT ASSISTANTS

SHOT PUT (CIRCLE & SECTOR) / DISCUS (CIRCLE & SECTOR) / JAVELIN (RUNWAY & SECTOR)

Equipment provided: Yellow ACC Official vest, carnival information booklet, printed duty statement. Circle/Runway Judges will also have a clip folder containing event results recoding sheets.

Throwing Event Judges will also have 1 or 2 Student Officials assigned to assist them.

All Throwing Event Judges should view the event specific video on the ACC web site at:

<https://www.accsport.asn.au/carnivals/athletics/officials-info/officiating-video-tips>.

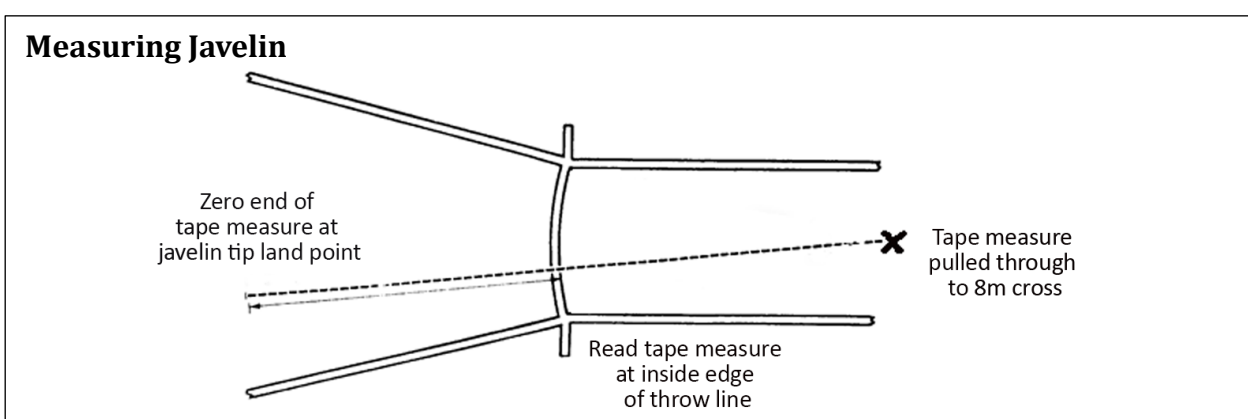
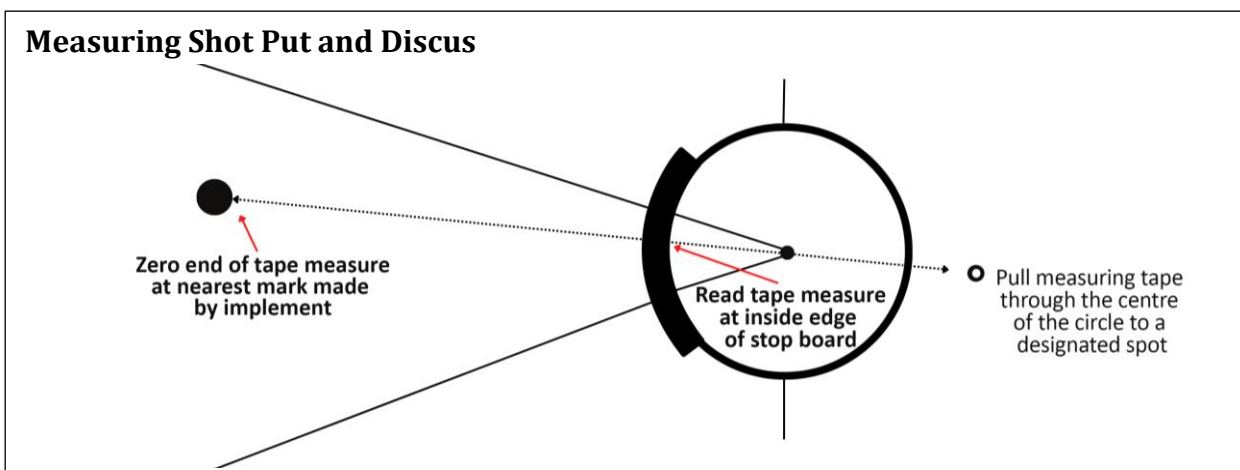
It is essential that Field Event Officials are suitably skilled to perform their required duties. Note: suitable flat-soled footwear needs to be worn by ALL Officials. Schools are responsible for ensuring the officials they provide can perform their duties at the required level.

Throwing Event Officials should check to see that all equipment is in readiness for the events at their allocated site and are to liaise with the Chief Throws Referee to ensure events run safely and on time.

Only implements provided by the ACC are to be used. Competitors are not allowed to bring implements into the arena.

Before the start of each event the judges should familiarize themselves with the record for that event. This existing record is to be measured and marked with a distinctive marker placed outside the line defining the edge of the landing area, as a guide. If a record occurs, a mark should be placed in the ground to indicate the landing position of the implement and the Chief Throws Referee called to confirm the record. A measure of the throw with a metal tape by the Chief Throws Referee will confirm the measurement. A *Record Verification Form* will need to be completed and signed by both the site judge and the Chief Throws Referee.

Sector Judges and Circle/Runway Judges work together to measure competitor throws.



Measurements shall be made immediately after each valid trial. The distance shall be recorded in metres, to the nearest 0.01m **below** the distance measured if the distance measured is not a whole centimetre.

Circle/Runway Judges and student assistants

The Circle/Runway Judge works with their student assistant to ensure competitors are called up in order for their trials and to record the measurements of each trial. The names and numbers of the competitors must be checked against the information entered on the results sheets provided for each event. Measure and record the competitor's distances for each attempt. Before reading the measurement, the Judge is to ensure their student assistant has pulled the tape measure through to the correct spot; the student assistant should hold the tape in a taught manner without stretching it.

At the conclusion of competition record in the allotted column, the best performance of each competitor, and then the placing of each competitor. If there is a tie, the second best performance of the tied competitors shall decide their place. If still tied, the third best try is taken into account. If a competitor completes three NO THROWS or FOULS he/she does not receive a place nor any points for their team. Note the event finish time on the sheet and sign it. The results sheet is then to be given to the Chief Throws Referee for signing.

Practice throws are not permitted. Once the competition has begun competitors are NOT permitted to use the circle/runway or ground within the sector for practice purposes, with or without a throwing implement.

No device of any kind e.g., taping of two or more fingers together - which in any way assist the competitor when making a throw, shall be allowed. The use of tape on the hand shall not be allowed except in the case of the need to cover an open cut or wound.

The use of GLOVES is NOT allowed. To obtain a better grip, competitors are permitted to use a suitable substance on their HANDS ONLY. In addition, shot putters may use such substances on their neck and chalk or a similar substance may be used on the shot. A competitor MAY NOT spray or spread any substance in the circle/runway nor on his/her shoes. To protect the spine from injury, a competitor may wear a belt of leather or some other suitable material.

The Circle/Runway Judge is to watch for any foot-fault or other throwing infringement, such as improper release of the implement. If a foul occurs, indicate to the competitor and record it on the results sheet.

Judges should only need to stand/step within the circle when measuring or if sweeping the circle. Otherwise, only the athlete should enter the circle.

Javelin Judges should stand in the runway until each throw has been measured and the landing area is safe for officials.

A competitor who unreasonably delays making a trial renders themselves to have that trial disallowed and recorded as a fault. It is a matter for the Chief Throws Referee to decide, having regard for all the circumstances, what is an unreasonable delay. The Throws Official indicates to the competitor that all is ready and calls them to begin their trial; the period allowed for this trial commences from this moment. In the absence of extenuating circumstances, a trial cannot exceed 1 minute. Throws Officials should alert the Chief Throws Referee if they feel a competitor is causing unreasonable delay. For a second delay at any time during the competition, the competitor shall be debarred from taking any further trials; however, any performance accomplished up to that time shall stand.

All protests must be referred to the REFEREE.

Simultaneous Event Competitors

COMPETITORS INVOLVED IN FIELD AND TRACK EVENTS THAT OCCUR SIMULTANEOUSLY ARE PERMITTED TO LEAVE THE FIELD EVENT AND RE-CONTINUE AFTER HAVING COMPETED IN THE OTHER FIELD OR TRACK EVENT. OFFICIALS MUST ADVISE ATHLETES WHO ARE LEAVING A FIELD EVENT TO COMPETE IN ANOTHER EVENT, THE TIME BY WHICH THEY MUST RETURN TO COMPLETE THE FIELD EVENT THEY ARE LEAVING. THE OFFICIALS SHOULD ALSO INFORM THE REMAINING COMPETITORS THAT SOME ATHLETES WILL BE RETURNING TO COMPLETE THE EVENT.

The start of a track or field event will not be delayed to wait for any competitor.

To avoid having to return to the field event, a competitor has the option of completing his/her three THROW attempts in succession. (In this instance, they are entitled to take 2 minutes for each trial.) If more than one competitor exercises this option, they will alternate attempts until each has completed his/her three attempts.

A field event official will only wait for the return of registered competitors up to 15 minutes after the start of the next event at that location. If a competitor has not returned by this time, the event is considered closed. If it is the last event of the day at that site, the official should wait no more than 15 minutes after all other registered competitors have completed their attempts. On returning to a field event in this situation (i.e., after the start of the next event at that location), the competitor/s will complete his/her attempts immediately. The result sheet must then be signed by the Throws Judge and the Throws Referee and sent to the Results Room as soon as possible to avoid scoring hold-ups.

Competitors in simultaneous events should pre-register for both events if they wish to return to an event. Field event officials will not hold an event open for competitors that have not pre-registered. A field event remains open to any competitor until the official has closed off the event and signed the result sheet. A field event will be closed once the last registered competitor has completed all attempts. Schools may use coaches or reserves to "proxy register" a competitor for an event if they are unable to register themselves due to a simultaneous event clash.

Sector Judges and student assistants

The Sector Judge, at the landing area, is to watch where the shot/discus/javelin lands, and to watch that it lands inside the sector. The actual point may be difficult to find, so it is essential that the Judge watches very carefully, keeping their eyes on the point until they have marked it with the tape measure spike.

The ends of the lines marking the sectors should be marked with sector flags.

The trial shall be deemed a foul if the implement touches the sector line or the ground outside the sector line when it first comes into contact with the ground. This judge is to indicate if a 'foul' trial occurs.

For all valid throws, the sector judge places the spike with the zero point of the measuring tape at the appropriate mark/place.

A student assistant is to return the implement. They must ALWAYS CARRY the implement back (javelins should be carried perpendicular to the ground, tip down). Implements must NEVER be thrown back.

Judges and their student assistants should never allow their attention to wander while the competition is in progress, and NEVER turn their back to the throwing area. Watch the implement being thrown at all times, to avoid serious injury.

All Throwing Event Judges should know the requirements for a valid throw and watch for fouls.

Circle/Runway Judges watch the athlete's movements and **Sector Judges** watch where the implement first touches the ground. A white flag should be raised to indicate fair throws and a red flag raised in the case of a foul throw.

Shot Put

- The competitor may only enter and leave the circle from the rear.
- The athlete must commence his/her trial from a stationary position inside the circle.
- Provided no rule has been infringed, a competitor may interrupt a trial once started, lay his/her implement down, and leave the circle before returning to a stationary position and beginning their trial again.
- A competitor is allowed to touch the *inside* of the iron band and the inside of the stop board when making a trial.
- After stepping into the circle and beginning a trial, a competitor is not allowed to touch, with any part of the body, the ground outside the circle, the top of the iron band or stop board, or the ground outside the circle.
- Competitors must release the shot properly.
 - The shot shall be put from the shoulder with ONE hand only.
 - At the time the competitor takes a stance in the ring to commence a put, the shot shall touch or be in close proximity to the neck or chin, and the hand shall not be dropped below this position during the action of putting.
 - The shot shall not be taken behind the line of the shoulders.
- The competitor shall not leave the circle until the shot has touched the ground, and he/she shall leave the circle from the rear half that shall be indicated by a line. The competitor shall take his/her first step outside the circle BEHIND the line in question or its extension. This rule helps distinguish between the instance that a competitor may be off balance on having just completed the throw. When leaving the circle, an athlete's first contact with the top of the rim or the ground outside the circle shall be completely behind the white line which is drawn outside the circle running through the circle. Note: The first contact with the top of the rim or the ground outside the circle is considered leaving

Discus

- The Discus shall be thrown from the circle. The competitor is allowed to touch the INSIDE EDGE of the circle whilst making an attempt.
- Competitors must commence from a STATIONARY Position.
- Provided that no rule has been infringed, a competitor may interrupt a trial once started, lay his implement down and may leave the circle before returning to a stationary position and beginning the trial again.
- After stepping into the circle and beginning a throw, competitors are not allowed to touch, with any part of his/her body, the ground outside the circle or the top of the circle
- Competitors must release the discus properly.
- The competitor must not leave the circle until the implement has touched the ground.
- When leaving the circle the first contact with the top of the iron band or the ground outside the circle must be completely behind the white line that is drawn outside the circle running theoretically through the centre of the circle. (The competitor may enter the circle from any part of the circle - but he must LEAVE from the REAR of the circle.)

Javelin

- The Javelin must be held at the grip.
- It shall be thrown over the shoulder or upper part of the throwing arm and MUST NOT be slung or hurled. Non-orthodox styles are not permitted.
- **The tip of the metal head must strike the ground before any other part of the Javelin.** (However, it does not have to *stick* in the ground.)
- A competitor MAY NOT touch the arc line or the ground beyond it. A competitor MAY NOT cross either of the parallel lines. It is a foul throw if the competitor touches with any part of his body or limbs the strip of the lines drawn from the extremities thereof at right angles to the parallel line, or the ground beyond the strip of those lines.
- At no time after preparing to throw, until the javelin has been discharged into the air, may the competitor turn completely around so that his back is towards the throwing arc. (If a competitor commences his/her run up and then stops half-way up the runway, he/she may turn around and return to his/her starting point and re-start the trial. I.e., he/she does not have to walk backwards to do this).
- A competitor shall not leave the runway until the javelin has touched the ground. Competitors shall then, form a STANDING position, leave the runway from behind the arc and the lines drawn from the extremities of the arc.
- If the javelin breaks at any time during the throw, it shall NOT be counted as a trial, provided the throw was made in accordance with the rules.

36- ROLE OF THE TRACK MARSHALLS & STUDENT ASSISTANTS

Event Coverage:

- **Short Distance (SD)** marshals are assigned to Hurdles, 100m, 200m, and Relays.
- **Long Distance (LD)** marshals cover 400m, 800m, 1500m and Relays.

Marshals must be in position at their designated track marshalling area by:

BEFORE 8:40am A – F divisions

BEFORE 9:10am G – I divisions

BEFORE 9:40am J division

General Marshalling responsibilities:

- All marshals should know the lane allocations and event rotations (see Appendices 12.1 – 12.6).
- Marshals must finish marshalling **at least 10 minutes** before event start times.

Long Distance Marshals

- Receive competitors from both divisions per age group and gender, e.g. Div 1 & 2 Girls U19, Div 1 & 2 Boys U19, etc.
- Line athletes in **event order** in front of their **school sign**.
- Check each pre-entered competitor's **name and number** against the **marshalling sheet**.
- Record competitor substitutions by crossing out the original entry and writing the new competitor's **name and number** in the relevant space provided.
- Direct athletes to the student assistant who will escort them to the start assembly area.
- Once all athletes are in the start assembly area, in their correct lane and event order, send the marshalling sheet to the LD trackside recorders tent via student helper.

Short Distance Marshals

- Receive competitors from both divisions per age group and gender, e.g. Div 1 & 2 Girls U13, Div 1 & 2 Boys U14, etc.
- Line athletes in **event order** behind their **school sign**.
- Using a digital marshalling device (provided by the ACC), or, your mobile phone, check each pre-entered competitor's **name and number** relevant to each event. Access to the digital marshalling procedure will be provided and demonstrated at the marshals briefing.
- Record competitor substitutions by deleting the original entry and typing the new competitor's **name and number** in the relevant space provided on the device. Once saved, the updated data will immediately transfer to the results room before each race.
- Once each event has been checked and updated (if required), direct athletes to the student assistant who will escort them to the start assembly area.

Relay Events:

- SD and LD track marshals are allocated to a relay marshalling tent to check the arrival of competing schools and to organize the runners into their **correct lanes**. Relay runners report to marshalling tents based on their leg.
 - **Runner 1** → 400m/800m Tent | **LD Marshal**
 - **Runner 2** → 1500m Tent | **LD Marshal**
 - **Runner 3** → 200m Tent | **SD Marshal**
 - **Runner 4** → 100m/Hurdles Tent | **SD Marshal**
- The first relay runner for each race will marshal at the 400/800m marshalling tent.
- The marshal for **runner 1** will use a tablet device or mobile phone to digitally confirm each school's relay team by checking the pre-entered name of the **first runner only**. Please note, this runner does not have to be listed in the system as the first runner, only that they are present.

- If the name of the first runner is not listed, delete the original entry and type in the name of the substitute competitor. Remember to save all changes.

37- SAFETY AND EVACUATION PROCEDURES

INTRODUCTION

This appendix indicates the procedures for the response to all emergency or potential emergency situations, which may arise during the conduct of the ACC series of Athletics Carnivals.

IT IS THE RESPONSIBILITY OF SENIOR STAFF AND ALL OFFICIALS TO BE FAMILIAR WITH THE CONTENTS OF THIS DOCUMENT AND PROCEDURES IT CONTAINS.

The task of this document is to link the emergency response procedure of the State Athletics Stadium with the requirements of the ACC and to ensure the athletes, students and staff are an integral part of the communications network.

RISK MANAGEMENT

Over the duration of the ACC Athletics competitions there may be situations that will occur due to circumstances over which we have no control. Most situations will be minor incidents, but some may be acute or chronic in nature. The ACC has endeavoured to make allowances for all eventualities throughout the duration of the competitions.

ACC CLASSIFICATION OF POTENTIAL RISK

The ACC has classified risk situations into four categories:

Incident

Minor Emergency

Major Emergency

Catastrophe

CLASSIFICATION OF RISK

Incidents Incident is defined as being an occurrence that may be fixed quickly and efficiently on site with minimal fuss. **All incidents should be reported to Officials and/or teachers.**

Minor Emergency Relates to an occurrence that has the potential to impact on more than one person that will necessitate shared decision making and a clearly defined course of action. **These are to be handled by Chief Officials and/or senior teaching staff.**

Major Emergency Refers to any situation that affects small groups of people and requires a series of actions that ease the way for the external agent to impact quickly and efficiently. **These are to be handled by the Carnival Manager and or Venues West supervisor.**

Catastrophe A catastrophe is defined as being anything serious that impacts a large number of people that require intervention from one or more external agents. **Catastrophes involve action by the Carnival Manager and Venues West and need to be coordinated in conjunction with the West Australian Police Force and Emergency Services if required.**

EMERGENCY PROCEDURES FOR ALL STAFF AND OFFICIALS

All staff and officials are requested to act immediately on emergencies in conjunction with and under the direction of the relevant authorities as above. Each emergency must be treated on its own merits to ensure appropriate action is taken.

In the case of a Major Emergency or Catastrophe the Western Australian Police Department may coordinate all procedures in direct liaison with other emergency services. The ACC will ensure that all staff conduct a swift and orderly evacuation of students and officials.

If an evacuation is necessary the announcement will be made over the Public Address System, an Evacuation will be announced and Staff will be instructed to assist in the orderly movement of all students out of the grandstand and surrounding environs. Once the venue is clear, re- admittance will not be permitted until the emergency is over. Staff and Officials will supervise the entry points to control re-entry procedure after the Carnival Manager gives the "All-Clear". Emergency exit points and assembly areas are listed in Appendix 34.1.

EMERGENCY CONTACT NUMBERS

OFFICIAL	TITLE	CONTACT
Tom Bottrell	Carnival Manager	2 way or 0416 127 839
Trent Sharpe	Officials Manager	2 way or 0408 958 415
Suzie Ehlers	Results Room	2 way or 0400 252 112
Various	Announcer	Announcer's Room - 2 way
	First Aid Room	2 way
St John Ambulance Police	Event Health Services	93341327
	Wembley Station	9387 6777
Fire	Daglish Station	9381 1222
Emergency	Fire, Ambulance, Police	000
SES	Leederville	9444 9044
Poisons:		13 11 26
Venues West	Main Switch:	9441-8222
	Athletics Stadium:	9441 8306
	Supervisor:	0431 657 857
	Security:	9328 3666
Athletics West	Office	9287-1200

Summary of Emergency / Evacuation Procedures

Depending on the type of incident, immediately notify the; Official, Chief Official, Carnival Manager or Venues West supervisor.

Alert other Staff/ Officials in the immediate area of the situation.

ACC and or Venues West Staff will issue instructions via the PA system, two way radio or in person.

Stadium Alarms:

"BEEP, BEEP, BEEP" – Stop and wait for further instructions.

"WHOO, WHOO, WHOO" – Indicated the need to evacuate – follow staff instructions.

SMOKE AND THERMAL ALARMS – When activated they will trigger an audible alarm and will also automatically alert the Fire and Rescue Service.

MANUAL ALARMS – Should the PA system be inaccessible or out of action, any emergency will be signalled by short sharp whistle shrills repeated at intervals.

Assist people to evacuate to safe assembly areas (see map Appendix 34.1)

Ensure people DO NOT re-enter the stadium.

Liaise with ACC and or Venues West Staff regarding injured persons (people with special needs).

Officials are to inform the Carnival Manager/Venues West Supervisor if they believe someone is still in the area (see point 10).

Under no circumstances talk to the media, direct them to the Carnival Manager.

End of Emergency. Venues West staff and or carnival manager directs return to normal operations.

It is the responsibility of each school to carry out a full roll call of athletes and/or student spectators, school staff and school officials in the evacuation muster areas. The Carnival Manager is to be advised immediately if a person or persons are missing with undue cause.

First Aid and Ambulance Procedures:

First aid services will be provided by St John Ambulance. There will be a first aid post manned by SJA event officers.

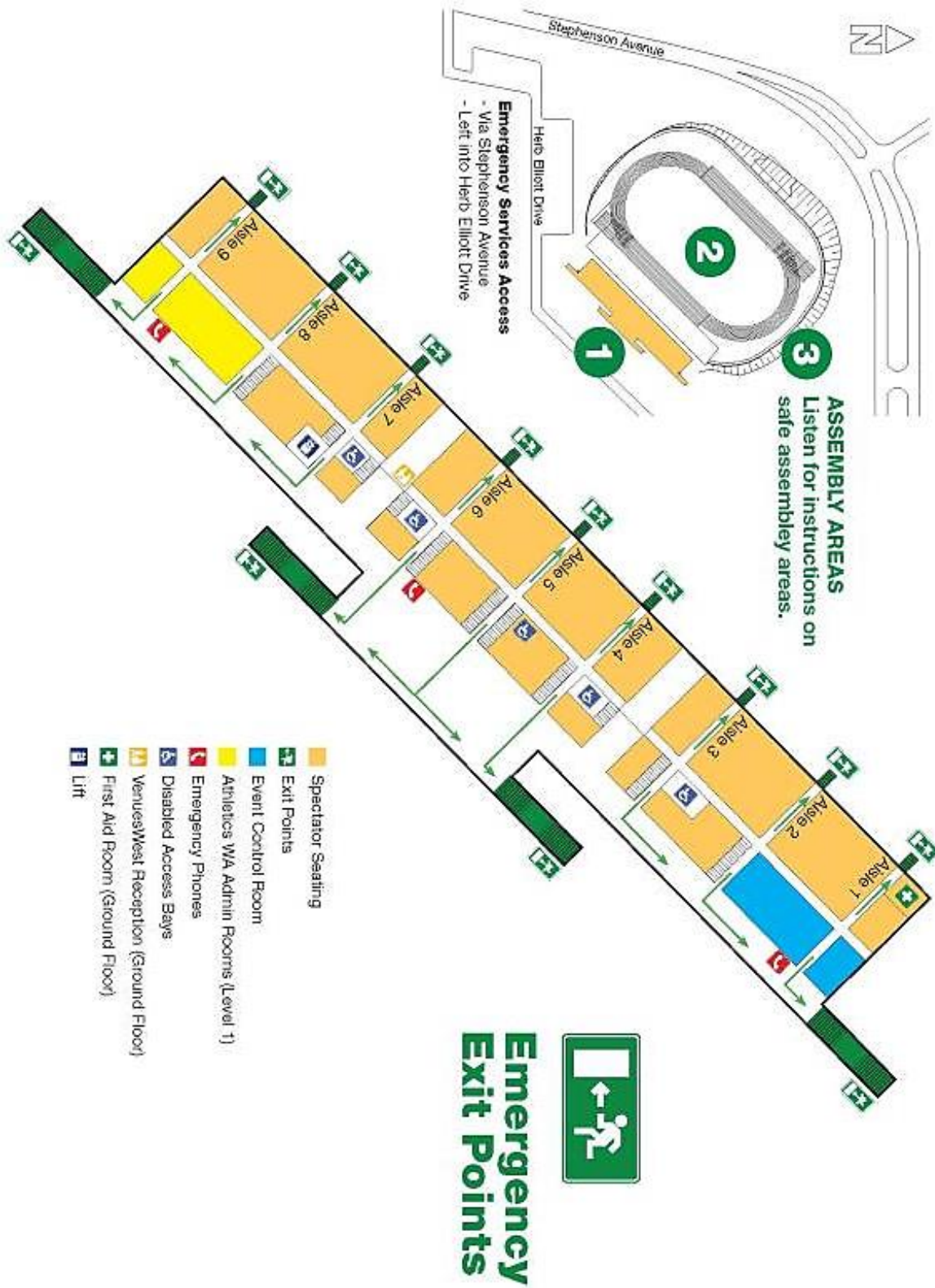
The first aid room is located at ground level at the northern end of the grand stand.

In the event that an Ambulance needs to be called for an injured athlete then the SJA event officers will make the call and contact the Ambulance centre. SJA event officers will attempt to notify the supervising teacher of the school in the event that an Ambulance is needed. SJA officers will also notify the ACC carnival manager and Venues West stadium duty manager.

Venues West staff should liaise with the SJA Event officers to ensure that any gates are unlocked/accessible and what the correct entry/exit point is for the Ambulance vehicle.

If the school decides that they think an Ambulance is required they should report to the SJA event officers at the first aid post so that they can coordinate the Ambulance contact.

37a - EMERGENCY EXIT AND ASSEMBLY AREA MAP



38- TRACK MARSHAL'S REGISTRATION & TRACKSIDE RECORDER'S RESULT SHEET

A DIVISION TRACK RECORDING SHEET

4 X 100m RELAY				
EVENT NUMBER: 229				
BOYS		GIRLS	AGE GROUP: OPEN	
RECORD: 49.37			NEW OR EQUALLED:	
LANE ORDER	SCHOOL	PLACE A TICK (✓) IF TEAM IS COMPETING	TIME	PLACE
1	JOHN XXIII	✓	53.96	5
2	ALL SAINTS'	✓	51.82	1
3	JOHN SEPTIMUS ROE	✓	56.32	8
4	PETER MOYES	✓	53.82	4
5	CORPUS CHRISTI	✓	54.74	6
6	MAZENOD/ ST BRIGID'S	✓	55.36	7
7	SACRED HEART	✓	52.31	2
8	MERCEDES/ CBC FREMANTLE	✓	52.52	3

Time

51.82 ✓

52.31 ✓

52.52 ✓

53.82 ✓

53.96 ✓

54.74 ✓

55.36 ✓

56.32 ✓

NB: The Track Marshal is to register competing teams with a tick (✓). Individual names are not required for relay events.

ON COMPLETING MARSHALLING REGISTRATIONS, THE MARSHAL'S STUDENT ASSISTANT IS TO IMMEDIATELY SEND THIS FORM TO THE CHECK STARTER FIRST AND THEN TO THE RESULTS ROOM.

In the case of a new or equalled record, indicate with a large asterisk (*) next to the place awarded. Put new time in record box.

1-REC

BLOCK: 1
2017
START 12:43
SPLIT / LAP

1-0:02'15
0:02'15
2-0:02'15
0:02'15
3-0:02'36 72
0:00'10 59
4-0:02'39 25
0:00'02 53
5-0:02'42 39
0:00'03 14
6-0:02'43 67
0:00'01 28
7-0:02'45 72
0:00'02 05
8-0:02'45 97
0:00'00 25
9-0:02'46 30
0:00'00 33
10-0:02'47 37
0:00'01 07
11-0:02'49 12
0:00'01 75
12-0:02'49 40
0:00'00 28
13-0:02'50 22
0:00'00 82
14-0:02'50 74
0:00'00 52
15-0:02'51 25
0:00'00 51
16-0:02'51 66
0:00'00 41
17-0:02'52 11
0:00'00 45
18-0:03'06 81
0:00'14 70

A DIVISION TRACK RECORDING SHEET

800m

SER: 144

DIVISION 2

YS

GIRLS

AGE GROUP: U14

2-23-72

NEW OR EQUALLED: 2:15.67

SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	RACE PLACE	TIME	DIVISION PLACE
SEPTIMUS ROE	T. Coombes	195	15	2.51.25	8
PETER MOYES	P. Moore	7308	12	2.49.40	5
CORPUS CHRISTI	K. Pizzuto	4949	6	2.43.67	1
MAZENOD/ST BRIGID'S	N. Runge	11625	14	2.50.74	7
SACRED HEART	C. Noonan	6444	11	2.49.12	4
MERCEDES/CBC FREMANTLE	C. Burnett	1513	7	2.45.72	2
JOHN XXIII	L. Taylor	9338	9	2.46.30	3
ALL SAINTS'	T. Semison	8733	13	2.50.22	6

SER: 145

DIVISION 1

SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	RACE PLACE	TIME	DIVISION PLACE
SEPTIMUS ROE	A. Riak	798	8	2.45.97	6
PETER MOYES	A. Graham	7245	2	2.26.13	2
CORPUS CHRISTI	K. Vanderlinde	5203	1	2.15.67	1
MAZENOD/ST BRIGID'S	H. Lewis	11664	10	2.47.37	7
SACRED HEART	E. McCullagh	6327	5	2.42.39	5
MERCEDES/CBC FREMANTLE	H. Greville	12652	3	2.36.72	3
JOHN XXIII	H. Cannon	9198	4	2.39.25	4
ALL SAINTS'	S. Briffley	8162	16	2.51.66	8

NB: The Track Marshal is to register the competitor's name (initial and surname) and number.

ON COMPLETING MARSHALLING REGISTRATIONS, THE MARSHAL'S STUDENT ASSISTANT IS TO IMMEDIATELY SEND THIS FORM TO THE TRACKSIDE RECORDER. THE TRACKSIDE RECORDER'S ASSISTANT IS TO DELIVER THIS FORM IMMEDIATELY TO THE RESULTS ROOM.

In the case of a new or equalled record, indicate with a large asterisk (*) next to the place awarded. Put new time in record box.

OK

39- TRACK MARSHAL'S REGISTRATION & TRACKSIDE RECORDER'S RESULT SHEET

A DIVISION TRACK RECORDING SHEET

4 X 100m RELAY				
EVENT NUMBER: 229				
BOYS		<u>GIRLS</u>	AGE GROUP: OPEN	
RECORD: 49.37			NEW OR EQUALLED:	
LANE ORDER	SCHOOL	PLACE A TICK (✓) IF TEAM IS COMPETING	TIME	PLACE
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2	ALL SAINTS'	✓	51.82	1
3	JOHN SEPTIMUS ROE	✓	56.32	8
4	PETER MOYES	✓	53.82	4
5	CORPUS CHRISTI	✓	54.74	6
6	MAZENOD/ ST BRIGID'S	✓	55.36	7
7	SACRED HEART	✓	52.31	2
8	MERCEDES/ CBC FREMANTLE	✓	52.52	3

Time

51.82 ✓

52.31 ✓

52.52 ✓

53.82 ✓

53.96 ✓

54.74 ✓

55.36 ✓

56.32 ✓

NB: The Track Marshal is to register competing teams with a tick (✓). Individual names are not required for relay events.

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1- (REC)

BLOCK: 1
2017
START 12:43
SPLIT / LAP

1-0:02'15
0:02'15
2-0:02'15
0:02'15
3-0:02'36 72
0:00'10 59
4-0:02'39 25
0:00'02 53
5-0:02'42 39
0:00'03 14
6-0:02'43 67
0:00'01 28
7-0:02'45 72
0:00'02 05
8-0:02'45 97
0:00'00 25
9-0:02'46 30
0:00'00 33
10-0:02'47 37
0:00'01 07
11-0:02'49 12
0:00'01 75
12-0:02'49 40
0:00'00 28
13-0:02'50 22
0:00'00 82
14-0:02'50 74
0:00'00 52
15-0:02'51 25
0:00'00 51
16-0:02'51 66
0:00'00 41
17-0:02'52 11
0:00'00 45
18-0:03'06 81
0:00'14 70

A DIVISION TRACK RECORDING SHEET

800m

SER: 144		DIVISION 2 ✓			
YS	(GIRLS) ✓	AGE GROUP: U14 ✓			
2-23-72		NEW OR EQUALLED: 2:15.67			
SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	RACE PLACE	TIME	DIVISION PLACE
SEPTIMUS ROE	T. Coombes	195	15	2:51.25	8 ✓
PETER MOYES	P. Moore	7308	12	2:49.40	5 ✓
CORPUS CHRISTI	K. Pizzuto	4949	6	2:43.67	1 ✓
MAZENOD/ST BRIGID'S	N. Runge	11625	14	2:50.74	7 ✓
SACRED HEART	C. Noonan	6444	11	2:49.12	4 ✓
MERCEDES/CBC FREMANTLE	C. Burnett	1513	7	2:45.72	2 ✓
JOHN XXIII	L. Taylor	9338	9	2:46.30	3 ✓
ALL SAINTS	T. Seminson	8733	13	2:50.22	6 ✓

SER: 145

DIVISION 1

SCHOOL	COMPETITOR NAME	COMPETITOR NUMBER	RACE PLACE	TIME	DIVISION PLACE
SEPTIMUS ROE	A. Riak	798	8	2:45.97	6 ✓
2	PETER MOYES	A. Graham	7245	2	2:26.13
3	CORPUS CHRISTI	K. Vanderlinde	5203	1	2:15.67 (REC)
4	MAZENOD/ST BRIGID'S	H. Lewis	11664	10	2:47.37 ✓
5	SACRED HEART	E. McCullagh	6327	5	2:42.39 ✓
6	MERCEDES/CBC FREMANTLE	H. Greville	12652	3	2:36.72 ✓
7	JOHN XXIII	H. Cannon	9198	4	2:39.25 ✓
8	ALL SAINTS	S. Briffley	8162	16	2:51.66 ✓

NB: The Track Marshal is to register the competitor's name (initial and surname) and number.

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In the case of a new or equalled record, indicate with a large asterisk (*) next to the place awarded. Put new time in record box.

OK

40- WEIGHTS AND MEASURES

HURDLES							
Gender	AGE	Distance	Flights	Start	Between	Finish	Height
Girls	U13	80m	9	12m	7m	12m	76.2cm
	U14	80m	9	12m	7m	12m	76.2cm
	U15	90m	9	13m	8m	13m	76.2cm
	U16	90m	9	13m	8m	13m	76.2cm
	OPEN	100m	10	13m	8.5m	10.5m	76.2cm
Boys	U13	80m	9	12m	7m	12m	76.2cm
	U14	90m	9	13m	8m	13m	76.2cm
	U15	100m	10	13m	8.5m	10.5m	84cm
	U16	100m	10	13m	8.5m	10.5m	84cm
	OPEN	110m	10	13.72m	9.14m	14.02m	91.4cm

THROWING EVENTS				
Gender	AGE	SHOT Weight	JAVELIN Weight	DISCUS Weight
Girls	U13	3 kg	400 g	750 g
	U14	3 kg	400 g	1 kg
	U15	3 kg	500 g	1 kg
	U16	3 kg	500 g	1 kg
	OPEN	3 kg	500 g	1 kg
Boys	U13	3 kg	600 g	1 kg
	U14	3 kg	600 g	1 kg
	U15	4 kg	700 g	1 kg
	U16	4 kg	700 g	1 kg
	OPEN	5 kg	700 g	1.5 kg