



ASSOCIATED & CATHOLIC COLLEGES
of WESTERN AUSTRALIA

**Associated & Catholic Colleges
of
Western Australia (Inc)**

Inclusive Sport Athletics Carnival

2023 Charter Version 2

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Associated & Catholic College of Western Australia

Inclusive Sport Athletics Carnival

1.0 Aim

The Association aims at providing a sporting function which gives students of all abilities the opportunity to participate in their chosen sport and to represent their school in accordance with the main aims of the ACC's Constitution.

To provide athletic events in which students with disabilities may participate in parallel with divisional carnivals.

2.0 Participation

Participation is based on nomination of individual competitors recognized as having special needs, from across the Association. Any student with a disability will be eligible, whether enrolled in an Education Support unit or not. Schools are encouraged to nominate students whose disabilities prevent them from inclusion in events in inter-school or school-based sporting events.

The ACC Multi Class Athlete Program provides the opportunity for students with a disability sport classification to compete in the ACC Divisional Athletics Carnivals held at the WA Athletics Stadium. A Multi Class athlete should only compete in individual medallion events in the Inclusive athletics program at the discretion of the Inclusive Sports Coordinator, ensuring fair and enjoyable participation opportunities for all. These athletes can also participate in any 'Have-A-Go' events and any novelty relay events.

Age groups consist of U/15 (**under 15 years**) and OPEN (**over 15's 15 years and older**) with separate boys' and girls' events for track events, and mixed gender events for field and relay events. Events also consist of two separate divisions, Division 1 and Division 2. Events are not classified or categories by ability, except for the manual and motorized wheelchair track events. The commencement of a track event will not be delayed for any competitor. See program of events **Appendix 1.0**

Nominations from the one school are made on a team basis. There may only be **one** competitor per school nominated for individual medallion events. The only exception is for 800m events where schools can nominate and run two competitors.

Schools may nominate a second competitor in an event *as a reserve* i.e. in the case where an event does not have eight competitors, or a subsequent track event does not have all lanes filled, or their nominated student is absent. A second competitor from the same school may occupy that vacant lane. Pre-carnival placements will be distributed to all participating schools. 'Reserves' for an event may compete if the nominated competitor withdraws on the carnival day.

Students may not compete in both Division 1 and Division 2 of the same discipline (track and/or field). E.g. Division 1 | 70m and Division 2 | 70m events. Students who wish to participate in an event where their school already has nominations, can do so at the completion of the scheduled event and winners have been awarded in the preceding *Have-A-Go* event.

8 x 50m shuttle relays will have 8 runners per school and should be reserved for students that have not been in another track event.

Team events (when included in the programme of events) may be composite (comprised of athletes from mixed schools). All events may be of mixed gender, except where stated. Placings gained in the IS carnival do not contribute towards divisional carnival tallies.

3.0 Nomination of competitors

Participant nominations are to be received by the ACC office on or before ~~the date designated on the ACC Planner~~ (**Wednesday, 23rd August 2023**). Preference for the 400m & 800m nominations will be given to schools on a first received basis. Student names MUST be included on the nomination form so that lane allocations can be made.

All nominations are to be submitted electronically on the spreadsheet provided by the ACC. The nomination sheet can be downloaded off the ACC web site by clicking the following link:

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

Please email the completed nomination spreadsheet to: cherie.pirnie@cewa.edu.au

Please contact the ACC office if you have any problems with the nomination form.

4.0 Carnival day and event location

The inclusive athletics carnival commenced as a stand-alone event from 2008, the **2023** event will take place at: McGillivray Oval, Mt Claremont (Athletics Track-UWA Sports Park) on **Friday 8th September 2023**. WA Sports Park is a multi-purpose sporting and recreation reserve in Mount Claremont, Western Australia. It is located on 56 hectares of land approximately 10 km west of Perth and is owned by the University of Western Australia.



5.0 Carnival program

The event commences with all schools conducting a march past at 9.45am. **Schools are to arrive no later than 9.15am**, so that they have time to organise/settle & warm up students for the first events. All events will start on time and will not be delayed for late arrivals. Presentations are scheduled to commence no later than 1:20pm.

*For a full outline of the program of events see: **Appendix 1.0***

6.0 Competitor seating and marshalling

Competitors are to assemble in the marquee situated in the grassed area near road access. The area of marquees overlooks the main arena/running straight and it welcomes easy access to students with wheelchairs on and off the track. Schools are encouraged to bring their own school marquee to be set up next to the ones provided, particularly if schools are bringing a large number of participants.

7.0 Competitor toilets

Competitor and public toilets are located at the UWA Clubrooms on the Southern side of the Sports Park. Please allow time to access these toilets as they are not close to the track. The ACC will also provide 3 x Disabled portable toilets for use that will be located at the end of the track

8.0 Staff / Parent Supervision / Assistance

Staff / Parents are permitted to assist competitors participate in an event, **however their assistance is not to give 'extra' or 'unfair advantage' to or influence the outcome** (*e.g. stand at the finish line for students to run to*).

Individual schools are to provide competitors with the following care:

Mobile 'on-foot' athletes: 1 per group.

Assisted athletes: 1 per athlete.

E.g., athlete's dependent on callipers or wheelchairs etc may have some difficulty gaining access via grassed areas and may need assistance in wet weather.

Spectators (e.g. parents and student supporters) are to remain outside the main arena. Only staff are permitted to access the main arena. Staff are asked to limit their access to the main arena to that which is necessary.

9.0 First Aid

- Minor injuries : individual schools to provide attention (bring own first aid kit).
- Injuries of a more serious nature : to be treated at the First Aid Post. A First Aid officer(s) from St John Ambulance will be made available throughout the course of the carnival.
- Specific care (case history relevant) : may need to be provided by staff/parent in relation to specific needs.

10.0 Spectators

Spectators are not to enter the main arena. Please ensure movement around the venue/track is kept to a minimum and not to disrupt students competing or officials completing their role.

11.0 Competitor preparation

- Protection from the elements: Slip, Slop, Slap and Wrap (don't forget variations ~ hot weather to rain and wind).
- Food and Drinks: students should bring their own food and drinks. Staff should supervise the type and amount consumed pre and post event.
- Warm Up: all competitors should perform a supervised warm up before all events to minimise the risk of injury.

12.0 Footwear

All athletes MUST wear appropriate footwear. This rule is standard for all ACC carnivals. It is NOT recommended that INCLUSIVE carnival competitors wear “spiked” running shoes.

13.0 Officials

Notre Dame University students and **St Norbert College (Host school) students** ~~Host Schools~~ students will act as the event officials. Under the supervision of their lecturer / teacher, they will perform allocated roles as per the program of events. For an outline of role responsibilities please see **Appendix 2.0**. The HOST school will continue to act as Carnival Manager and be responsible for the running of the event in partnership with the ACC, **Sport Operations Manager, Inclusion**. ~~Inclusion and Participation Manager.~~

All Officials are to report to the carnival manager and **Sport Operations Manager, Inclusion** ~~Inclusive Sport Carnival Supervisor~~ at **8.40am for the ‘pre-carnival briefing’**. This will be located at the end of the short running track. The Announcer and Host School Carnival Manager will be located in the PA tent at the end of the short track.

14.0 Carnival equipment

The Host School is to provide all event and convenience equipment. The ACC will provide signage, marquee, sound and official’s folders (includes description on each particular role and results sheets). Individual athletes and/or schools are to provide specialized participation equipment. UWA Little Athletics have also kindly offered the use of their long jump equipment of take-off mats and rakes. Please see **Appendix 5.0**

15.0 Presentations

Timing for the presentation to be listed as part of the programme of events. All participants to be “verbally” recognized at presentations. 1st ‘place-getters’ will be acknowledged and presented to the group. The presentation location will be held at the finish line for all track events.

Presenter – the ‘Presenting Principal’ of the Inclusive Sport host school or invited guest.

At the conclusion of presentations, athletes and staff are to vacate the stadium and to proceed to individual school post carnival.

16.0 Bus parking

Schools are reminded that small coaster buses can remain in the car park behind the UWA Sports Park Clubrooms.

Appendix 1.0 Program of events

Program of events

Event Number	Time	Event Details	Gender	Area
0	9:45	March past by all school teams	All	Start of 100m track
1	10:00-10:25	Open Long Jump DIV 1	Mixed	Pit A
2	10:00-10:25	Open Long Jump DIV 2	Mixed	Pit B
3	10:00	U/15 70m DIV1	Boys	Marshalling Area at 70m start
4	10:02	U/15 70m DIV 2	Boys	Marshalling Area at 70m start
5	10:04	U/15 70m Have-A-Go	Boys	Marshalling Area at 70m start
6	10:07	U/15 70m DIV 1	Girls	Marshalling Area at 70m start
7	10:09	U/15 70m DIV 2	Girls	Marshalling Area at 70m start
8	10:11	U/15 70m Have-A-Go	Girls	Marshalling Area at 70m start
9	10:13	U/15 400m	Boys	Marshalling Area at 70m start
10	10:17	U/15 400m	Girls	Marshalling Area at 70m start
11	10:21	U/15 8x50m Shuttle Relay <i>*Wheelchairs can be included</i>	Boys	Marshalling Area at 70m start
12	10:25-10:50	Open Shot Put DIV 1	Mixed	Shot Put A
13	10:25-10:50	Open Shot Put DIV 2	Mixed	Shot Put B
14	10:31	U/15 8x50m Shuttle Relay <i>*Wheelchairs can be included</i>	Girls	Marshalling Area at 70m start
15	10:41	U/15 Novelty Relay <i>*8 Students per team per school</i>	Mixed	Inside Track
16	10:50-11:10	Open Vortex Throw DIV 1	Mixed	Vortex A
17	10:50-11:10	Open Vortex Throw DIV 2	Mixed	Vortex B
18	10:47	U/15 800m	Boys	Inside track at finish area
19	10:52	U/15 800m	Girls	Inside track at finish area
20	11:15	Open & U/15 4x100m Shuttle Relay <i>*Top 4 runners from each school</i>	Boys	Marshalling Area at 70m start
21	11:20	Open & U/15 4x100m Shuttle Relay <i>*Top 4 runners from each school</i>	Girls	Marshalling Area at 70m start
22	11:25	U/15 Special Olympics 'Lucky Dip' Relay <i>*8 Students per team per school</i> <i>*Wheelchairs can be included</i>	Mixed	Inside Track
23	11:35	Open Special Olympics 'Lucky Dip' Relay <i>*8 Students per team per school</i>	Mixed	Inside Track

		<i>*Wheelchairs can be included</i>		
24	11:45-12:10	U/15 Long Jump DIV 1	Mixed	Pit A
25	11:45-12:10	U/15 Long Jump DIV 2	Mixed	Pit B
26	11:45	Open 70m DIV1	Boys	Marshalling Area at 70m start
27	11:47	Open 70m DIV 2	Boys	Marshalling Area at 70m start
28	11:49	Open 70m Have-A-Go	Boys	Marshalling Area at 70m start
29	11:52	Open 70m DIV 1	Girls	Marshalling Area at 70m start
30	11:54	Open 70m DIV 2	Girls	Marshalling Area at 70m start
31	11:56	Open 70m Have-A-Go	Girls	Marshalling Area at 70m start
32	11:58	Open & U/15 70m Manual Wheelchair	Mixed	Marshalling Area at 70m start
33	12:03	Open & U/15 70m Motorised Wheelchair	Mixed	Marshalling Area at 70m start
34	12:08	Open 400m	Boys	Marshalling Area at 70m start
35	12:10-12:35	U/15 Shot Put DIV 1	Mixed	Shot Put A
36	12:10-12:35	U/15 Shot Put DIV 2	Mixed	Shot Put B
37	12:12	Open 400m	Girls	Marshalling Area at 70m start
38	12:16	Open 8x50m Shuttle Relay <i>*Wheelchairs can be included</i>	Boys	Marshalling Area at 70m start
39	12:26	Open 8x50m Shuttle Relay <i>*Wheelchairs can be included</i>	Girls	Marshalling Area at 70m start
40	12:35-12:55	U/15 Vortex Throw DIV 1	Mixed	Vortex A
41	12:35-12:55	U/15 Vortex Throw DIV 2	Mixed	Vortex B
42	12:36	Open 800m	Boys	Inside track at finish area
43	12:41	Open 800m	Girls	Inside track at finish area
44	13:00	Staff & Student relay	Mixed	Inside Track

Presentations to take place at 13:20 in front of marquees

- All events are medallion events and limited to one participant nomination per school per division unless stated otherwise.
- Have-A-Go competitors are welcome to try any field event within the allocated window that the site is not hosting Division 1 and Division 2 medallion events (see program).
- Notre Dame students to run the novelty relay events, these events are non-medallion events and only for participation.
- Special Olympics representatives will facilitate events 22 and 23 'Lucky Dip' events.

Appendix 2.0 Official's Role Description

2.1 Carnival Manager (ACC)

- Create/edit ACC IS carnival charter
- Attend IS carnival planning meetings
- Collection of all competitor and official nominations
- Preparation of all marshalling/result sheets
- Organisation of officials
- Liaison with local council re: bookings & buses
- Production and dissemination of program of events
- Update and dissemination of Charter
- Prepare event equipment in conjunction with Carnival Supervisor
- Collection and update of all results
- Booking of venue, First Aid, amenities, marquees, announcing equipment
- Production of certificates
- Edit ACC Yearbook
- Production of marshalling event signs

2.2 Carnival Supervisor / Presentations Coordinator

Carnival Supervisor

- Coordination of all equipment to/from the venue and at the venue
- Overall supervision of activities at the carnival
- Coordinator of all officials at carnival
- Coordinator of marshalling official
- Dissemination of all instructions to officials/ competitors
- Coordination of student assistants
- Act as awards coordinator
- Disputes resolution

Presentations Coordinator

- Ensure presenter is at presentations location
- Collate presentation information e.g. prepare presentations sheet ([App 8](#))
- Assemble competitors and staff/parents at presentations area
- Allow for hot/wet weather (use marquee)
- Announce awards
- Hand over to presenter to sum up carnival

2.3 Presenter

- Sum up carnival in speech
- Acknowledgement of winners
- Presentation of Sue Bigelow Spirit Shield/ Certificates to participating schools

2.4 ~~Track Events~~ Chief track event starter

- Use Air horn for all track or Novelty Events
- Ensure start of each event is strictly to schedule
- Place competitors 1m behind the start line in their designated lane
- Check school/competitor name/lane against marshalling/result sheet
- Explain start procedure (take your marks – set – start signal)
- Start event
- Re-schedule re-starts
- *N.b. False starts do not result in disqualification*

2.5 Starters Assistant & Start line relay official

- Support Chief track event starter in coordinating athletes 1m behind the start line in their designated lane for single athlete events
- Complete the same for all relay events, ensuring you have the correct athlete (ie 1st runner) for relay events

2.6 Track / Field Events Marshall

~~FIELD x 3 (includes one marshalling sheet runner)~~

- Assemble the athletes at event signposts near marquee
- Check one competitor per school/per event on programme: remember that there is an allocated time for field medallion events and during that time, competitors only at both sites (Div 1 & 2)
- Send Marshalling/Results sheet to Judge at Long Jump Pit A & B & Shot Put Circle A & B & Javelin Runway A & B (marshalling sheet runner)
- Field Event judges write student names on marshalling/result sheet for field events
- Send athletes to start Long Jump Pit A & B
- Repeat for Shot Put athletes & Vortex Ball athletes
- Assist at Long Jump, Shot Put & Vortex Ball sites when marshalling duties are completed

~~TRACK x 3 (includes one marshalling sheet runner)~~

- Assemble 400m athletes at event signposts near marquee (repeat for 70m Wheelchair & 70m)
- Check one competitor per school/per event: except 800m events
- Liaise with Chief Starter and check schools in correct lanes
- Send athletes to start location- use student officials
- Send Marshalling/Results sheet to chief judge/timekeeper (marshalling sheet runner)
- Assist at Track official's sites when marshalling duties are completed

2.7 Chief Track ~~Finish Event~~ Judge / Timekeeper

- Collect the Marshalling/Result Sheets from field event marshal, & record all results/times as provided by judges- Particularly 1st
- Supervise the two judges & timekeeper
- Supervise judging of finish positions
- **Ensure student officials award winners with medallions and placegetters with ribbons for each event**
- Send **completed** Marshalling/Result sheet to recording area
- Dismiss athletes (back to the marquee or field event)
- Confer with the timekeeper to determine the final time of the event and or heat winner

2.8 Track ~~Event~~ Finish Judge x 2

- Work in liaison with each other under the direction of the Chief Judge/Timekeeper.
- Judge finish positions
- Post event, line competitors up off track in finish order
- Assist the Chief Judge/Timekeeper to complete the result sheet.
- **Ensure student officials award winners with medallions and placegetters with ribbons for each event.**
Work with Assistants below to hand out Ribbons and Individual Medallions

2.9 Timekeeper x 2

- Use a stopwatch to record the time for first place only
- Give the winning time to the judges for entry on the judges result sheet.
- Assist the judges where necessary to determine the final places of all competitors

2.10 Assistants x 5

- **To work with carnival manager and be directed where required on the day**
- **Possibly assist in the presentation of Awards to participants at the finish line for all Track events including Relays**

2.11 Shot Put Circle Judge x4

- Safety is paramount: ensure that the throwing area is cleared before all throws, signal competitor when they may throw, no measuring to take place during throwing, use only one shot put at any time.
- Ensure all event equipment is on location
- Receive the Marshalling/Result Sheet from Field Event Marshall & write competitor names onto the sheet.
- Explain the rules to all competitors and ensure each 'put' is legal (refer to rules) but make consistent allowances for student ability levels.
- Each competitor is allowed three throws. Only legal throws to be measured.
- Supervise assistant to correctly measure puts
- Give final result sheet to results area via student officials
- **Ensure you award winners with medallions and placegetters with ribbons for each event**
- Dismiss athletes (back to the marquee or field event)
- Two circles/sites maybe in operation with one utilising a disability-throwing frame

2.12 Shot Put assistants

- Use numbered measure pegs for each competitor. Place pegs after each legal throw. Measure peg distances at the end of each round of throws.
- Record completed 'tries' and then 'best try' on Marshalling/Result sheet
- Ascertain order of best tries and record
- Give final result sheet to SP Circle Judge.
- Assist with equipment pack up.

2.13 Long Jump Judge x4

- Ensure all event equipment is on location
- Collect the Marshalling/Result Sheet from Field Event Marshall & write competitor names onto the sheet.
- Explain the rules to all competitors and ensure each jump is legal (refer to rules), but make consistent allowances for student ability levels
- Supervise assistants to correctly measure jumps.
- Give final result sheet to Results area as soon as completed
- **Ensure student officials award winners with medallions and placegetters with ribbons for each event**
- Dismiss athletes (back to the marquee or field event)

2.14 Long Jump assistants

- Measure distance
- Record legal “tries” and then ‘best try’ on Marshalling/Result sheet
- Ascertain order of best tries and record
- Give final result sheet to LJ Judge
- Assist with equipment pack up.

2.15 Vortex Throw Judge

- Safety is paramount: ensure that the throwing area is cleared before all throws, signal competitor when they may throw, no measuring to take place during throwing, use only one shot put at any time.
- Ensure all event equipment is on location
- Receive the Marshalling/Result Sheet from Field Event Marshall & write competitor names onto the sheet.
- Explain the rules to all competitors and ensure each ‘put’ is legal (refer to rules) but make consistent allowances for student ability levels.
- Each competitor is allowed three throws. Only legal throws to be measured.
- Supervise assistant to correctly measure puts
- Give final result sheet to Results area
- **Ensure student officials award winners with medallions and placegetters with ribbons for each event**
- Dismiss athletes (back to the marquee or field event)
- Two runways/sites maybe in operation with one utilizing a disability-throwing frame

2.16 Vortex Throw assistants

- Use numbered measure pegs for each competitor. Place pegs after each legal throw. Measure peg distances at the end of each round of throws
- Record completed ‘tries’ and then ‘best try’ on Marshalling/Result sheet
- Ascertain order of best tries and record

2.17 Announcer

- Use program of events to call students to marshalling so program timing is followed.
- Commentate events (if comfortable to do so)
- Announce results of events- first place medallion winner
- Communicate any information from carnival manager to carnival participants.

2.18 Results -Administration

- Receive completed track and field marshalling sheet from results runners and transfer first place data to presentations sheet
- Ensure all marshalling sheets are completed correctly
- Store completed marshalling sheets in order for carnival manager
- Deliver completed presentation sheet to carnival manager after final event to be read out during presentations.

Appendix 3.0 Field event rules

3.1 Shot Put

The rules outlined below (taken from the IAAF Handbook) are to be implemented at the discretion of the judges taking into account the physical and mental capacity of the competitors. Judges should explain all rules to the competitors and be consistent in their application to all competitors. Officials should check to see that all equipment is in readiness for the event. Judges are to liaise with each other to ensure safety and that events run on time.

The Shot Put Judge (Circle) calls up the competitors for their trials and enters their performances. The judge should check the names and numbers of the competitors against those present and against the tries order provided by the Carnival Manager. On the marshalling/result sheet you should record the competitor's distance for each of his/her trials if time permits. At the conclusion of competition record in the allotted column, the 'best performance' of each competitor and then the placing of each competitor. The Shot Put Judge (Circle) is to watch at the circle for any major infringement. Indicate to the competitor if a foul occurs.

The Judge is to pull the tape through the circle for measuring; the student assistant holds the tape in a tight manner without stretching the tape. The Circle Judge, at the landing area is to watch where the shot lands, and to watch that the implement lands inside the sector. This judge is to indicate if a 'foul' trial occurs. Also to assist with measuring.

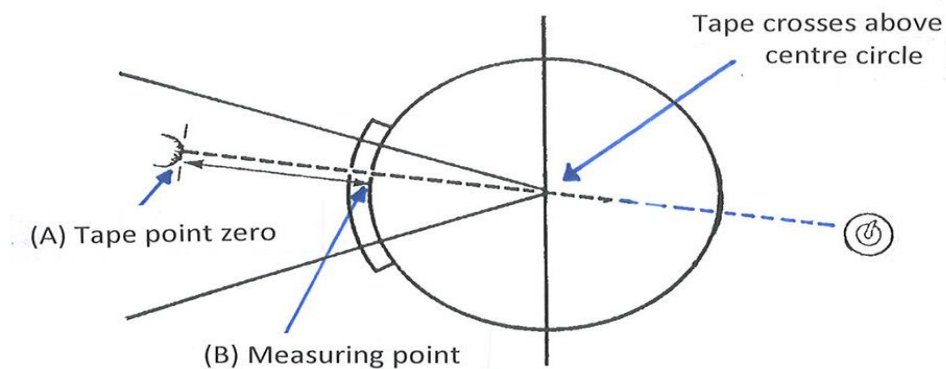
The second Student Assistant is to return the implement. ALWAYS carry the implement back - they must NEVER be thrown back.

Judges should never allow their attention to wander while the competition is in progress, **and NEVER turn you back to the throwing area**. Watch the implement at all times, otherwise there may be a serious accident.

No competitor shall be permitted to take any implement into the arena.

If time is at a premium the judge may use a numbered marker allocated to each competitor and marked accordingly. The judges then move the markers of each throw only if their next throw is further. If in doubt measure both throws. At the conclusion of each competitor three throws measure the furthestmost marker for each competitor.

Measurement: The measurement of each put shall be made immediately after the put when time permits, from the nearest mark made by the fall of the shot to the inside of the circumference of the circle, along a line from the mark made by the shot to the centre of the circle. A distinctive flag or disc should mark the best throw of each competitor. The distance shall be submitted in metres to the nearest 0.01m below. If time does not permit, measure the furthestmost throw only of each competitor.



Practice throws are not permitted. Once the competition has begun, competitors are NOT permitted to use the circle or ground within the sector for practice trials, with or without implement. The competitor may enter the circle from any part of the circle - they do not have to enter from the rear - only LEAVE from the rear.

Provided that in the course of a trial no rule has been infringed, a competitor may interrupt a trial once started, lay their implement down, and may leave the circle before returning to a stationary position and beginning a fresh trial.

A competitor is allowed to touch the INSIDE of the iron band and the inside of the stop board when making a trial. In order to protect the spine from injury, a competitor may wear a belt of leather or some other suitable material. The use of GLOVES is NOT allowed. In order to obtain a better grip, competitors are permitted to use an adhesive substance such as resin or a similar substance on their HANDS ONLY.

A competitor MAY **NOT** spray or spread any substance in the circle. No device of any kind - e.g. the taping of two or more fingers together - that in any way assists a 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.

It shall be a foul throw and not counted if the competitor: after they have stepped into the circle and begun to make a trial, touches with any part of the body the ground outside the circle, the top of the iron band, stop board or circle or improperly releases the shot in making any attempt.

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 chin and the hand shall not be dropped below this position during the action of putting. The shot must not be brought behind the line of the shoulders (i.e., in the action of throwing a ball).

The competitor must not leave the circle until the implement has touched the ground, and they shall then, from a STANDING position, leave the circle from the rear half that shall be indicated by a chalk line or by a painted line. The competitor shall take their first step outside the circle BEHIND the line in question or its extension. This rule helps distinguish between the instances that a competitor may not be off balance on having just completed the throw.

The implement must land within the inner edges of the sector. After the shot has been completed the implement MUST be carried back to the circle and NEVER thrown back by the second student assistant.

At the CONCLUSION of the competition, if there is a tie then the second best performance of the competitors tying shall decide the tie. If the tie still remains, the third best try is taken into account.

3.2 Long Jump

The rules outlined below (taken from the IAAF Handbook) are to be implemented at the discretion of the judges taking into account the physical and mental capacity of the competitors. Judges should explain all rules to the competitors and be consistent in their application to all competitors.

Officials should check to see that all equipment is in readiness for the event & rake/level the entire landing area. Be aware that pit rakes can pose a hazard and they should be handled carefully at all times.

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 marshalling/result sheet is recorded, the competitor's name 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, they should stand ON the take-off board until the sand has been levelled ready for the next competitor.

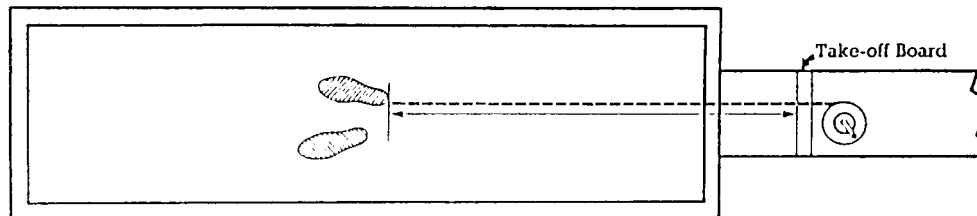
The Student Assistant holds the commencing part of the tape at the landing area. They mark the distance jumped with a spike attached to the end of the tape (if this is not available a pencil will do the job) so that the jump may be measured.

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. They read the distance jumped and see that it is recorded properly. 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. 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.

3.3 Vortex Throw

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.

Judges are to liaise with the throws coordinator to ensure safety and that events run on time. Judges should never allow their attention to wander while the competition is in progress, and NEVER turn your back to the throwing area. Watch the implement at all times, otherwise there may be a nasty accident.

The Vortex Ball Throws Area. Calls up the competitors for their trial and enters their performances. The recorder should check names/numbers of the competitors against those present, and against the tries order provided by the Carnival Manager. On the recording sheet, you should record the competitor's distance for each of his/her trial if time permits. At the CONCLUSION of competition, record in the allotted column the 'best performance' of each competitor and then the placing of each competitor. If time does not permit, measure only the furthestmost try of each competitor at the conclusion of the event.

The Vortex Ball Judge Throws Area is to watch for 'foul' throws. The Judge should watch to be sure that the thrower has not touched the arc, or the ground beyond it, with his feet or hand, and after the throw the Judge should stand in the runway until the throw is measured and the landing area is free of officials. Should raise a red flag if a 'foul', and a white flag if a 'fair' throw. The Judge is to watch the approach run and see that the Vortex Ball is held in accordance with the rules. He/she also watches the delivery to ensure that the Vortex Ball is thrown above the shoulder or upper arm. The Student Assistant holds the tape for measuring at the centre point, and the Judge reads the performance.

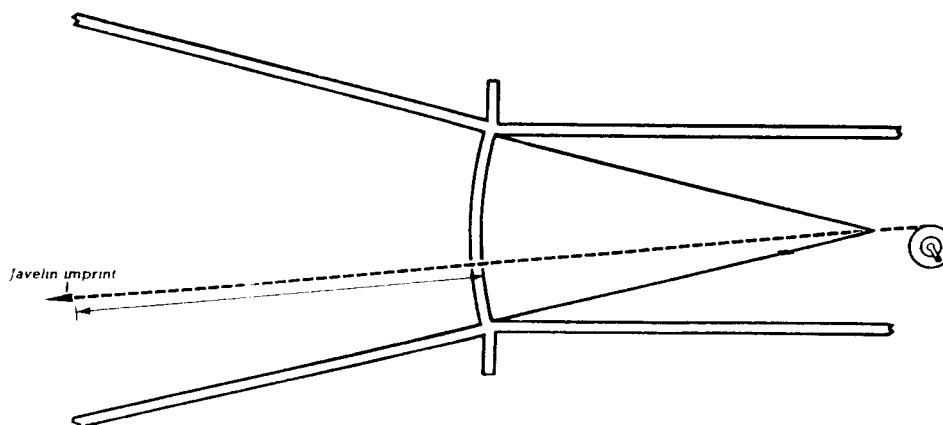
The Vortex Ball Judge (Sector) should stand in the sector so that they can have a good view of the Vortex Ball as it lands. Raise white flag if a fair trial, and a red flag if a 'foul'. He/she is to assist with measuring. The Vortex Ball **does not have to stick in the ground; it is a 'fair' throw if the tip of the 'metal head' of the Vortex Ball strikes the ground**

before any other part of the Vortex Ball. The second Student Assistant is to return implements - they must NEVER be thrown back.

All throws to be valid must fall within the inner of lines 50mm wide marking the sector. Only implements provided by the Organisers may be used. No competitor shall be allowed to take any implement onto the arena.

Measurements of each throw shall be made immediately after the throw from the nearest mark made by the initial impact on the ground of the TIP of the metal head of the Vortex Ball to the inside edge of the arc, along a line from the mark made by the implement to the centre of the circle of which the arc is a part. A distinctive marker shall be provided to mark the best throw of each competitor.

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. If a record occurs, a mark should be placed in the ground to indicate the landing position of the implement and the field referee called to confirm the record. A measure of the throw 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.



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

At the CONCLUSION of the competition the second best performance of competitors tying shall decide the tie. If the tie still remains, the third best try is taken into account.

Requirement for a valid throw. Implement must land within the sector. The Vortex Ball 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. No throw shall be valid in which the tip of the head does not strike the ground before any other part of the Vortex Ball. 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 Vortex Ball 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 may turn around and return to his/her starting point and re-start his trial - he/she does not have to walk BACKWARDS to his starting point and re-start his trial).

A competitor shall not leave the runway until the Vortex Ball has TOUCHED the ground. They 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 Vortex Ball breaks at any time in the course of the throw, it shall NOT be counted as a trial, provided the throw was made in accordance with the rules.

A competitor improperly releasing the implement in making an attempt, shall have recorded a trial, but it shall not count (it is a 'foul'). The Vortex Ball MUST be carried back to the starting line by the second Student Assistant and NEVER thrown back.

No device of any kind e.g., the taping of two or more fingers together which in any way assists 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.

In order to protect the spine from injury a competitor may wear a belt of leather or some other suitable material. In order to obtain a better grip, competitors are permitted to use a suitable substance on their HANDS only. The use of gloves is not allowed.

A competitor who unreasonably delays making a trial, renders him/herself 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, 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 Vortex Ball throw the period allowed for this trial should not exceed 1.5 minutes. Although it is a matter for the Referee, the time of 1.5 minutes would not be exceeded, unless there were extenuating circumstances. For a second delay at any time during the competition, the competitor shall be debarred from taking part in any further trials, but any performance accomplished up to that time shall STAND.

To avoid having to return to the field event, a competitor has the option of completing his/her three attempts in succession. 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 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. Result sheets are to be sent to the various recording locations.

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. If a competitor completes three NO THROWS or FOULS he/she does not receive a place for their team.

2.4 Novelty Relay and Special Olympics 'Lucky Dip' relays

The Novelty Relay will be setup and explained by the Notre Dame students on the day of the event and serves as a fun participation event to involve as many students as possible.

Special Olympics representatives will facilitate two novelty events during the relay event rotation (events 22 & 23)

Appendix 4.0 Tries, Weights and Measures

TRIES

Long Jump	3 jumps per competitor.
Shot Put	3 'throws' per competitor.
Vortex Ball	3 'throws' per competitor.
Track	Breaks' not to be disqualified.

WEIGHTS

Shot Put	U15 Female	3.0 Kg Shot Put
	Open Male	3.0 Kg Shot Put
	U15 Female	3.0 Kg Shot Put
	Open Female	3.0 Kg Shot Put

MEASURES

Host school to supply equipment

Long Jump	Jump from take-off board or line. <i>N.b. an improvised take-off line (e.g. white tape) may be used and placed closer to the pit edge.</i> Legitimate jumps only to be measured.
Shot Put	Legitimate 'throws' only to be measured.
Vortex Ball	Legitimate 'throws' only to be measured.
Track	Competitors to stay in designated lane.

70m Wheelchair	Manual chairs	(separate events)
	Motorized chairs	(separate events)

800m, 400m, 70m Wheelchair and 70m & Relays

Start procedure: Air Horn required (Host School)

Line-up - 1m behind start line (or as capable)

'Take your marks' – prepare for start position
(crouch/standing/assisted - toes/disability equipment behind closest {to competitor} edge of line)

'Set' – final start position

'Start signal' - start event

Appendix 5.0 Equipment inventory

OFFICIAL	ACC PROVIDED EQUIPMENT	OTHER EQUIPMENT PROVIDED BY Carnival Supervisor	EQUIPMENT PROVIDED BY OFFICIAL
Carnival Manager	File, Program of events & role description Marshalling/results sheets, Presentations sheet		Writing, wet/hot weather gear
Carnival Supervisor/ HOST Presentations Coordinator	File, Program of events & role description	Marshalling/results sheets Presentations sheet	Loud hailer , writing, wet/hot weather
Track Events/Field Events Marshall	File, Program of events & role description	Marshalling/results sheets	Loud hailer , writing, wet/hot weather
Long Jump Take-off Judge	File, Program of events & role description	Measuring Tape, board brush, white tape (take off)	Writing, wet/hot weather gear
Long Jump Measure Judge	File, Program of events & role description	Pit rakes, pit level, shovel, broom	Writing, wet/hot weather gear
Starter for 400m, 70m Wheelchair & 70m	File, Program of events & role description	Air Horn	Whistle , Writing, wet/hot weather gear
Chief /Judge Timekeeper	File, Program of events & role description	Receive marshalling/results sheets from marshal Multi-timer Stopwatches	Writing, wet/hot weather gear
Track Judges for 400m, 70m Wheelchair & 70m (2)	File, Program of events & role description	Receive marshalling/results sheets from marshal	Writing, wet/hot weather gear
Timekeepers for 400m, 70m Wheelchair & 70m	File, Program of events & role description	Multiple place stopwatch	Writing, wet/hot weather gear
Shot Put Circle Judge	File, Program of events & role description	Tape measures, receive marshalling/results sheets from marshal	Writing, wet/hot weather gear
Shot Put Measure Judge	File, Program of events & role description	Measure markers	Writing, wet/hot weather gear
Vortex Ball Runway Judge	File, Program of events & role description	Tape measure, receive marshalling/results sheets from marshal	Writing, wet/hot weather gear
Vortex Ball Measure Judge	File, Program of events & role description	Measure markers	Writing, wet/hot weather gear
Announcer	File, Program of events & role description	Microphone (PA tech)	Writing, wet/hot weather gear
Results- Administration	File, Program of events & role description	Presentation sheets, results folder	Writing, wet/hot weather gear
Awards Presenter	File, Program of events & role description	Instructions from Carnival Supervisor	Writing, wet/hot weather gear

Appendix 6.0 Track Marshalling and results sheet

Please use this form for all track events

For the 70m Wheelchair and 70m events, one competitor per lane.

EVENT NO.		EVENT	
TIME		GENDER	

LANE	SCHOOL	FIRST NAME	SURNAME	TIME	PLACE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

TIME First place only.

Award 1st place a medallion. 2nd - 4th place ribbons. Participation ribbon for all other competitors

Marshal		Place Judge	
Sign		Sign	

Timekeeper		Medallion & Ribbons Awarded	Yes/No
Sign			

Appendix 7.0 Event Marshalling and results sheet

One competitor per school only

EVENT No.							
TIME		EVENT		GENDER		LOCATION	

COMPETITOR	FIRST NAME	SURNAME	SCHOOL	TRY 1	TRY 2	TRY 3	BEST TRY	PLACE
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

JUDGE		Medallion Awarded	Yes/No
JUDGE		Ribbons Awarded	Yes/No

Appendix 8.0 Presentation Sheet

Event 32

Mixed Open & U/15 70m Manual Wheelchair

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 33

Mixed Open & U/15 70m Motorised Wheelchair

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 3

Boys U/15 70m DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 4

Boys U/15 70m DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 6

Girls U/15 70m DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 7

Girls U/15 70m DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 26

Boys OPEN 70m DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1st				

Event 27

Boys OPEN 70m DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1st				

Event 29

Girls OPEN 70m DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1st				

Event 30

Girls OPEN 70m DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1st				

Event 24 Mixed U/15 Long Jump DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 25 Mixed U/15 Long Jump DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 12 Mixed OPEN Shot Put DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 13 Mixed OPEN Shot Put DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 18 Male U/15 800m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 19 Female U/15 800m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 42 Male Open 800m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 43 Female Open 800m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 40 Mixed U/15 Vortex Throw DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 41 Mixed U/15 Vortex Throw DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 1 Mixed OPEN Long Jump DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 2 Mixed OPEN Long Jump DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 11 Male U/15 8x50m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 14 Female U/15 8x50m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 38 Male Open 8x50m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 39 Female Open 8x50m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 35 Mixed U/15 Shot Put DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 36 Mixed U/15 Shot Put DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 16 Mixed OPEN Vortex Throw DIV 1

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
1 st				

Event 17 Mixed OPEN Vortex Throw DIV 2

Place	FIRST NAME	SURNAME	SCHOOL	DISTANCE
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1 st				
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Event 9 Male U/15 400m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 10 Female U/15 400m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 34 Male OPEN 400m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 37 Male OPEN 400m

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 20 Male Open & U/15 4x100m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

Event 21 Female Open & U/15 4x100m Shuttle Relay

Place	FIRST NAME	SURNAME	SCHOOL	TIME
1 st				

NO RECORDING OF RESULTS FOR NOVELTY OR 'LUCKY DIP' EVENTS

Sue Bigelow Spirit Shield Winner: _____

Appendix 9.0 Site Map

