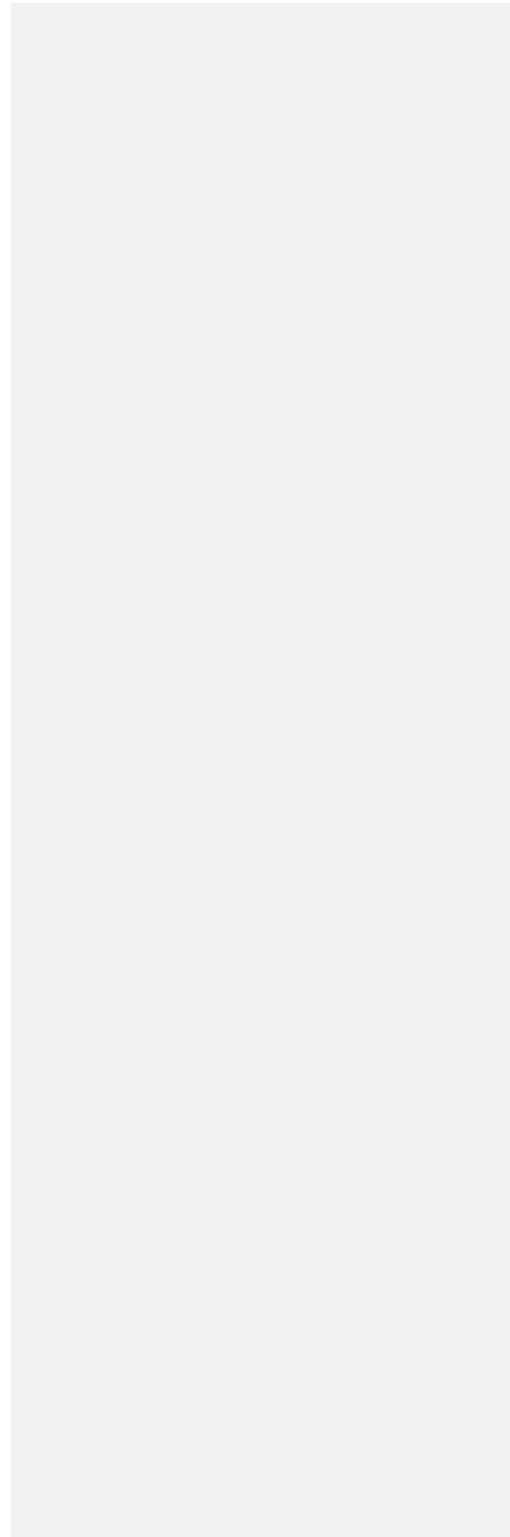




POWER SMART MANITOBA GAMES 2016

COMPETITION RULES
AND JOB DESCRIPTIONS





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MARSHALLING

- Keep the track events running on time!
- Marshalls work with starters and starters assistants
- Marshalls meet the track athletes at the Marshalling tent, check them in and line them up in their heats. Once lined up, athletes sit down in their heats and wait to be brought to the oval by the Starter's Assistant. The Starter's Assistant will come to the Marshalling Tent to get the athletes when it is their turn to compete.
- Marshalls keep the meet moving (as soon as one heat is done, the next is on the track immediately).
- Marshalls request the announcer make announcements for specific athletes and age groups to report for marshalling. Meet Directors assist with this task.

JOB ALLOCATIONS

- 2-3 people organize athletes into lanes and lines
- 1 "runner" to communicate with Announcer on when to call next age category.

ADDITIONAL NOTES

- Once athletes and relay teams have marshalled they should not leave the tent area prior to the start of their race.
- Wherever possible athletes will receive approximately 5 minutes on the track prior to the start of their race.
- Field event athletes will Marshall directly at their event site.

STARTING

JOB ALLOCATIONS

- 1 person – starter, starts the race!
- 1-2 people – starter's assistants - review race commands, place athletes in the correct lanes and reviews general starting instructions with the athletes.

ADDITIONAL NOTES

- Once a heat of athletes are marshalled and ready to go, they will be "handed over" to the starters. The starter then is in charge of the competitors.
- Starter must have a clear view of all lanes prior to starting a race and check with finish line to insure they are ready for the next race
- Remind the athletes of their event specific rules (noted below) Once the race is complete they will be dismissed by the finish line judges.
 - o 80m/100m
 - o 80m/100m Hurdles
 - o 150m/200m
 - o 800m
 - o Relays – exchange zones etc.
- Short sprint commands (400m or less) - "on your mark, set, go"
- Distance race commands (800m or more) – "on your mark, go"
- If a competitor disturbs another competitor they may be charged a false start.
- Recall races where there was not a fair start by firing a second shot of the starting gun.
- False Start: In school meets in Manitoba, if a competitor false starts, the whole field is charged. Any competitor (s) making further false starts in the race will be disqualified.



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- Competitors cannot touch the start line with his/her hands or feet.
- 800m, 1200m; these events use a waterfall start, athletes must be instructed to move to lane 1 safely and pass on the outside only
- Make sure to recall a race (over 400m) when an athlete stumbles in the first 3-10m.
- Curved/Waterfall Starts—are used for races over 800m and runners cut down when safe to do so.

FINISH LINE - INFIELD

JOB ALLOCATIONS

- Head Finish Line Judge – manages the finish line, records finish order on sheets, assigns jobs to others, manages the main lap counter & rings the bell during distance events
- Judges – counts laps and records finish order (by lane in sprint races)
- Timers – operates the printer watches

ADDITIONAL NOTES

- Athletes will be in lanes 1-6
- Head Judge will assign volunteers to catch finish order of athletes by lane.
- Athletes should be asked to come back and stand in their lanes to assist in the placing assignment
- Priority is to at the very least confirm the top 3 finishing athletes (lanes).
- Watch the full race carefully! If an athlete changes lanes throughout the race indicate this on the sheet as well. (ex: they start in lane 3 but finish in lane 4)
- For distance races with large fields hand each athlete a numbered popsicle stick with numbers as they finish (the popsicle sticks are numbered 1- the number of athletes in the race). Collect the numbered sticks once all the athletes have finished and note the finish order on the start sheet.
- Order of finish is noted on the start sheet
- The printer watch print out is then stapled to the heat sheet and taken to results,

ADDITIONAL NOTES

HEAD FINISH LINE JUDGE

Responsible for entire finish line area including timing crew. Must ensure the following items are taken care of:

- Timing crew volunteers are ready for each race and that watches are cleared
- Finish line sheets are accounted for and athletes are aware of how many laps remain in a race. (Bell Lap)
- In the relays, the head finish line judge will need to track the finishing order.
- Order of finish must be indicated on the finish line sheet.
- Printer watch print out needs to be stapled to the finish line sheet.
- Keep your eye on lead runner – change the lap counter when the lead athlete hits the last straight away coming toward the finish line, bell is rung with one lap to go.

LAP COUNTING (and Lapping)



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- Lapping occurs when lead runners pass other athletes in the race (1 lap behind).
- Each finish line volunteer will be assigned an athlete or two.
- You are then responsible for counting the laps of your assigned athlete or athletes.
- Track the laps on paper, keep eye on your athlete or athletes all the time in case they leave the track
- The main lap counter (i.e. the sign at the finish line) is for lead athletes only – the ones who have not been lapped
- When an athlete has been lapped, the volunteer counting their laps is responsible for telling that particular athlete how many laps they have left.

TIMING

- Hand Timing is done using the printer watches, generally volunteers will be assigned this task.
- Cue all volunteers to start the watch at the smoke of the gun, not the sound of the gun!
- Use index finger to start the watch, not thumb. Hit split or lap as each athlete crosses, stop when last athlete crosses the line
- Rip off the printed time paper and staple it to the heat sheet.
- Red ink appearing on the printer watch print out indicates that the paper is running out.
- Proper procedure when hand timing with three watches: all three watches record the same time - that is the time; two the same time and one different - the two that are the same become the recorded time; if all three are different - the middle time is recorded.

RELAYS

4x100m

- Once each heat has been marshalled each team is brought onto the track to stand as a group in their lanes, in their racing order.
- Provide general instructions to the team as a whole,
 - Stay in their lanes for the full race
 - Cones indicate the start of the exchange zone
 - Once you complete your exchange, stay in your lane on the track until all other competitors have gone past you. Leave the track once it's safe to do so!
 - 2nd and 4th runners walk over to their exchange zone.
- Reinforce exchange zone rules (i.e. stay in your lane until it is safe to leave the track, leave the lane quickly, athletes clear the area quickly)



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4x200m Co-Ed & Medley Relay (800m – 200m – 200m – 800m)

- Once each heat has been marshalled each team is brought onto the track to stand as a group in their lanes, in their racing order.
- The athlete running the first leg in both the 4 X 200 and the Medley Relay will complete approximately 100m of their run in their assigned lane and cut down to lane 1 once they pass the markers.
- Athletes running the second leg (200m) should be instructed to enter the track once it is safe to do so (as soon as all of the first leg athletes have gone past on their second lap).
- 2nd, 3rd and 4th leg athletes will be put on the track in the order of placing as the incoming runners come off the final corner before the exchange. Athletes should all prepare for their hand off facing the inside of the track, with their left hand extended to receive the baton. Athletes should shift down to lane 1 as teams hand off.
- Once athletes have completed their exchange, they must exit the track immediately, onto the infield and clearing the area as quickly as possible.

Distance Medley Relay (1200m – 400m – 1000m – 600m)

3 laps – 1 lap – 2 ½ laps – 1 ½ laps

- 1200m leg will be run using a waterfall start line, with athletes all cutting down to lane immediately (when it is safe to do so).

HORIZONTAL JUMPS

JOB ALLOCATIONS

- 1 person – Lead official will have clipboard and event sheets. Checks in athletes, reads tape measure and writes down distances.
- 1 person – additional volunteer will have a second clipboard with the same event sheet/athlete list. This person will be stationed part way down the runway closer to the athletes and will be in charge of calling the athletes. During the competition call athletes three at a time – A is up, B is on deck, C is third.
- 2 people – tape measure
- 2-3 people – raking the pit, sweeping the track.

ADDITIONAL NOTES

- **Due to the configuration of the track and sand pits in Steinbach volunteers must ensure they stay off the track (i.e. rake from the infield) and that athletes exit the pit towards the infield.**
- Athletes can leave the competition area to marshal and compete in track events but they must absolutely inform the officials prior to their departure. Any athlete leaving a field event to complete their track event, must also return as quickly as possible to complete their field event. If the athlete returns to the competition area more than 5 minutes after the completion of the event, they may not be allowed to take their missed attempts. (Up to the discretion of the official).
- The sand pit needs to be turned over (with shovels) prior to the start of the competition and leveled out with rakes prior to the start of warm up.
- Sand needs to be as level as possible throughout the entire competition; however, it is imperative that all raking be completed as quickly as possible! Flatten out the pit and then let the competition continue!



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- Read aloud the athlete's name and number.
- Each athlete gets three attempts, measure all jumps (as long as they are not faults)
- Make sure that rakes are out of pit prior to an athlete beginning their jump.
- The triple jump take off board options are 7m or 9m.
- The long jump take off board is 1m.
- Athletes can touch the white take off board but may not take off past it.
- Athletes must walk forward and then to the infield side when exiting the pit.
- If an athlete walks back through the pit after exiting, a warning will be given to the athlete. If it occurs a second time this is considered a fault. (*Officially this is always a fault, but at this level we will give them 1 warning/reminder)

HOW TO MEASURE

1. Place a marker at the closest point of impact (first break in the sand).
2. Zero end of tape is always at the point of impact.
3. Hold the tape so that its zero point aligns with the point of impact. Do not brace the tape against the marker when doing this.
4. The tape is pulled back snugly, but not so hard that it is stretched.
5. The distance is marked from the edge of the board closest to the sand.
6. Read the distance to the next lower cm. Do not round up (a distance of 5m, 14cm, 9mm would be recorded as 5.14m).

HIGH JUMP

JOB ALLOCATIONS

1 person – Lead official, will have clipboard and event sheets. Check in athletes. Verify measurement of the bar at each height.

1 person – assistant official, will also have clipboard and event sheets. Call the athletes and assist in tracking the order and progressions.

2 people – Manage bar. Prior to the start of competition, measure starting height and make sure standards are "calibrated".

COMPETITION PROCEDURES

- Each athlete has 3 attempts to clear the bar.
- If an athlete misses all 3 attempts at any height they are finished and free to leave the competition area.
- Starting heights will be determined by the meet directors based on entries and seed performances.
- The bar will be raised 5cm at a time throughout the competition until there is only 2 people left in the competition at which time it will go up by 2 or 3cm.
- Once there is only 1 person in the competition they may raise the bar by any increment.

ADDITIONAL NOTES

- During competition call athletes three at a time – A is up, B is on deck, C is 3rd.



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- There is a time limit of 1 minute to complete each attempt.
- Athletes will receive 3 attempts at each height
- An athlete may run through their attempt as long as they do not break the plane of the bar or touch any part of the mat. They can do this two times, if it occurs a third time it counts as a failed attempt.
- If an athlete doesn't attempt a jump but does break the plane of the bar or touches any part of the mat it is a failed attempt.
- If an athlete attempts a jump and the bar falls down after they have left the mat, it still counts as a failed attempt. ****Within reason, if the wind is extremely strong the lead official will make the final call****
- Volunteers must make sure that the mats are positioned correctly throughout the competition and that the mats are not touching the standards.
- Athletes may leave the competition to participate in other track events; however, upon returning they must rejoin the competition at the height in progress.
- Measure in meters.
- Zero end of the metal tape goes on the ground; read the tape at bar height.
- Measure at the center and both ends of the bar each time to ensure event height.
- Go up by 5cm until final two athletes are left at which time go up by 2 cm or 3cm depending on the preference of the athletes.
- Once only one athlete is left they may choose to go up by any increment they wish.
- Results sheet notations
 - O = cleared X = failed P = passed

SHOT PUT

JOB ALLOCATIONS

- 1-2 person – lead officials with clipboard, will have clipboard and event sheets. Check in athletes. During competition call athletes three at a time – A is up, B is on deck, C is in the field. Additional person is helpful to watch for faulted throws (foot and hand placement during throws etc).
- 2 people – tape measure
- 1-2 people – manage implement retrieval. Stop shot puts from rolling past the barriers and pass off implement for athlete “in the field” to return with.

ADDITIONAL NOTES

- Implements must be carried back not thrown.
- Make sure that all athletes are kept behind the throwing cage or marked off area.
- All competitors will receive three throws.
- The point of impact must fall completely within a sector, landing on the sector line is a fault.
- The shot has to be put from the shoulder with one hand only.
- When an athlete stands in the circle to start their throw, the shot should touch or be in close proximity to the neck or the chin and the hand can't drop below this position during the action of putting.
- The shot definitely should never pass behind the line of the shoulders (this would be a true throwing action and not a put)
- The athlete may enter from the front or behind the circle but must exit from the back half of the circle.
- Leaving from the front of the circle will result in a fault.
- Throw must be initiated and completed within the circle.
- Toes may be jammed against rim or toe board but athlete cannot step on the toe board.
- Athlete cannot leave the circle until implement has landed.



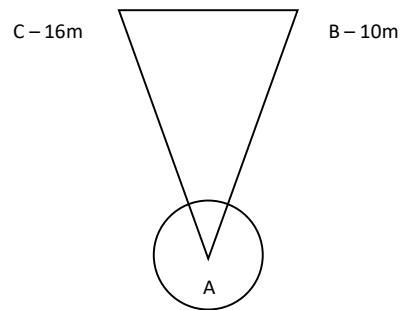
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SETTING UP THE SECTOR

You are creating a triangle; person A holds the 0 mark and 26m mark at the center of the circle, person B holds the tape at the 10m mark; person C holds at the 16m mark.

- The sector can be marked with tape or chalk.
- Sector lines should extend out further on the sides for those athletes who throw farther.





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DISCUS

JOB ALLOCATIONS

- 1-2 person – lead officials with clipboard, will have clipboard and event sheets. Check in athletes, take stickers. During competition call athletes three at a time – A is up, B is on deck, C is in the field. Additional person is helpful to watch for faulted throws (foot and hand placement during throws etc).
- 2 people – tape measure
- 1-2 people – manage implement retrieval. Stop shot puts from rolling past the barriers and pass off implement for athlete “in the field” to return with.

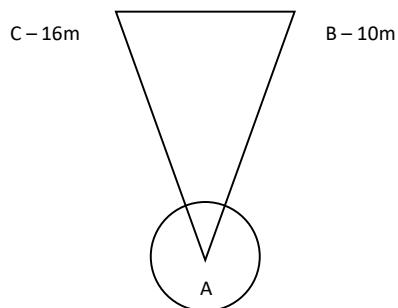
ADDITIONAL NOTES

- Implements must be carried back not thrown.
- Make sure that all athletes are kept behind the throwing cage or marked off area.
- All competitors will receive three throws.
- The point of impact must fall completely within a sector, landing on the sector line is a fault.
- The athlete may enter from the front or behind the circle but must exit from the back half of the circle.
- Leaving from the front of the circle will result in a fault.
- Throw must be initiated and completed within the circle.
- Athlete cannot leave the circle until implement has landed.

SETTING UP THE SECTOR

You are creating a triangle; person A holds the 0 mark and 26m mark at the center of the circle, person B holds the tape at the 10m mark; person C holds at the 16m mark.

- The sector can be marked with tape or chalk.
- Sector lines should then be extended out further on both sides.





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BALL THROW/JAVELIN

JOB ALLOCATIONS

- 1-2 person – lead officials with clipboard, will have clipboard and event sheets. Check in athletes, take stickers. During competition call athletes three at a time – A is up, B is on deck, C is in the field. Additional person is helpful to watch for faulted throws (foot and hand placement during throws etc).
- 2 people – tape measure
- 1-2 people – manage implement retrieval. Pass off implement for athlete “in the field” to return with.

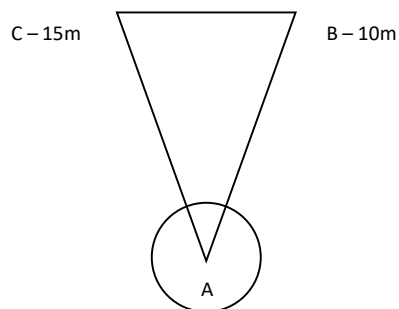
ADDITIONAL NOTES

- Implements must be carried back not thrown.
- Make sure that all athletes are kept behind the throwing cage or marked off area.
- All competitors will receive three throws.
- The point of impact must fall completely within a sector, landing on the sector line is a fault.
- The athlete may enter the runway from any angle but they must exit from the side or back of the runway.
- Leaving from the front of the runway will result in a fault.
- Athlete cannot leave the runway until implement has landed.

SETTING UP THE SECTOR

You are creating a triangle; person A holds the 0 mark and 25m mark at the center of the circle, person B holds the tape at the 10m mark; person C holds at the 16m mark.

- The sector can be marked with tape or chalk.
- Sector lines should then be extended out further on both sides.





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Protest procedures

- 1) Start with Meet Director to review the issue. They will then put you in touch with the Chief Referee for initial explanation of the situation in question
- 2) If you are unhappy with the explanation you can submit a formal protest. Must be submitted prior to 30 minutes after the results were posted. (As indicated on the results and as per official meet time)

CROSS COUNTRY

MARSHALLING

- Athletes will be called to the starting area 10-15 minutes prior to the start of their race to check in with the Marshall
- Ongoing announcements will be made counting down to the start time (i.e. 15 minutes till the Bantam Girls race begins, please report to the starting area, 10 minutes, etc)
- 5 minutes prior to the start of the race all athletes will be expected to be at the starting line so the Marshal can double check everyone is there

JOB ALLOCATIONS

- 1 person to check athletes in at the starting area



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ADDITIONAL NOTES

- Athletes will be expected to stay on the course then entire time keeping the flags that mark the course on their right at all times
- Athletes will compete as individuals and as a team
- Individual awards will be presented to the top 3 athletes in each race
- Team medals will be presented to the top three teams in each event, the top 3 athletes from each region will be the team counters, the teams with the lowest scores will be the medallists (i.e. team 1 finishes 1, 8, and 10 with a score of 19; Team 2 finishes 4, 5, and 9 with a score of 18. Team 2 wins and Team 1 finishes second.

STARTING

JOB ALLOCATIONS

- 1 person – starter, starts the race and reviews the race commands and race instructions. In Cross Country the stat commands are “on your mark”, “gun fires”
- 1 – starter’s assistants - review race commands, place athletes in the correct lanes and reviews general starting instructions with the athletes.

ADDITIONAL NOTES

- Once the field of athletes in the race are marshalled and ready to go, they will be “handed over” to the starters. The starter then is in charge of the competitors.
- Starter must have a clear view of the field in order to start the race
- Recall the race if there was not a fair start by firing a second shot of the starting gun (i.e. if a large group of athletes fall down right off the start)

FINISH CHUTE

JOB ALLOCATIONS

- Chute Managers (2-3 people) – talks to the athletes as they cross the finish line, watches finish order and makes sure athletes stay in their finish order as they enter the chute
- Bib Collector (2-3 people) – one person takes the bibs and places them on the string in order, the other people help the athletes rip off their tabs and makes sure their names are on them
- Timers – operates the printer watches

ADDITIONAL NOTES

- Athletes will finish in a finish chute. Once athletes cross the finish line and enter the chute there is no passing
- Each athlete will receive a number with a tear off tab on the bottom of it. Athletes must write their name on the tab prior to the race. When they finish they will rip off the tab and hand it to a finish line volunteer who will be collecting the finish order
- Number tabs are placed on a string in the order of finish
- The printer watch print out is then stapled to or attached to the number tabs and taken to results
- Once an athlete hands off their bib tab they are free to leave the finish chute area

Commented [ED1]: I think this is what we are doing?



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TIMING

- Hand Timing is done using the printer watches, generally volunteers will be assigned this task.
- Cue all volunteers to start the watch at the smoke of the gun, not the sound of the gun!
- Use index finger to start the watch, not thumb. Hit split or lap as each athlete crosses, stop when last athlete crosses the line
- Rip off the printed time paper and attach it to the bib tabs.
- Red ink appearing on the printer watch print out indicates that the paper is running out.
- Proper procedure when hand timing with three watches: all three watches record the same time - that is the time; two the same time and one different - the two that are the same become the recorded time; if all three are different - the middle time is recorded.

Course Marshalls

JOB ALLOCATIONS

- 10 people will be placed around the course to a) make sure athletes are staying on course and b) direct athletes at turns or tricky areas of the course and c) radio for assistance in the event an athlete gets hurt
- One person on a bike that will stay at the back of the pack of athletes, this person will have a radio

ADDITIONAL NOTES

- Course Marshalls must pay attention to the race and watch all the athletes (i.e. you cannot be on your phone) to make sure they stay on course
- 3 of the Marshalls will have radios, in the event that an athlete leaves the course or gets hurt, course Marshalls will go to the Marshall closest to them with a radio if they do not have one to reach the Meet Director and get assistance. If an athlete leaves the course, try to record their bib number

TO DO

- Exchange zones