

**Little Athletics NSW Region 5 Championship  
February 2015**

**INFORMATION FOR CENTRE CHAMPIONSHIPS OFFICERS/TEAM  
MANAGERS**

*Ku-Ring-Gai – Manly Warringah – Mosman – Northern Districts –Hornsby District  
Cherrybrook – North Rocks Carlingford – Northern Suburbs – Parramatta - Ryde*

<b>When:</b>	Saturday 14 February and Sunday 15 February, 2015
<b>Where:</b>	Sydney Academy of Sport, Wakehurst Parkway, Narrabeen
<b>Start Time:</b>	First Marshaling Call: 7.30am. Events commence at 8:00am - both days.
<b>Entry Fee:</b>	\$5 per person per day

**Team Manager:**

Each Centre must appoint a Team Manager who is responsible for the liaison between their center athletes and carnival management throughout the weekend. Cherrybrook's team managers will be Jenny Bishop – 0411 356 755, Daven Timms and Trish Hirst

A reminder to all athletes and their parents that only the listed Team Manager(s) from each Centre will be able to deal with officials and lodge protests over the weekend.

**IMPORTANT INFORMATION FOR ALL ATHLETES AND PARENTS:**

**Centre Uniform:**

All competitors must wear the correct, approved Centre uniform, which includes:

- The correct individual McDonald's registration number firmly attached to the front of their top with the red border fully visible.
  - Correct Age Patch firmly attached to the front left hand side of the top or shorts.
  - Centre number firmly attached to the back of the top or shorts.
  - Jetstar patch firmly attached to the right hand chest of the top.
- Pins are acceptable, provided the patches are all secured well and do not 'flap' around loosely.

**Compression Garments:**

- Compression garments must be above the knee.
- Compression garments/bike pants with a logo or any contrasting stitching may be worn as an under garment, with the club uniform shorts, scungies or bike pants over the top. Athletes in branded compression garments will not be allowed to compete until the Club outer garment is added.
- **ONLY** compression garments in the same colour as the centre uniform shorts with **NO LOGOS OR STITCHING WHATSOEVER** may be worn as an outer garment.

There will be **no leniency** shown at Region marshaling – **any competitor not correctly attired will be sent to their Team Manager to correct their uniform, but the event will not be held waiting for them to return.**

Any athlete with the wrong number or no current season registration number must be issued with a new number by the centre Team Manager and the team manager must advise Carnival information of the old and new registration numbers and other athlete details. The athlete's original number will be cancelled, and the new number will become their number for the remainder of the 2014/15 season. Events will not be held pending the issue of new registration numbers.

It is advised that all Team Managers check each competitor uniform very carefully before athletes attend marshaling to avoid any disappointment on the day.

### **Parents/Guardians**

It is a requirement of Little Athletics that all children be accompanied by an adult at the carnival at all times.

### **Parent Assistance:**

All centres have been given a number of parent helper duties. It is the responsibility of each Centre Team Manager to MAKE SURE that every rostered duty is fulfilled by their centre. Please keep track of all duties and make sure you have parents in the correct place at the correct time otherwise the carnival will be delayed waiting for them. An event area map will be included in the team manager information package and also available at the information desk throughout the weekend.

### **All parent helpers must be wearing closed in shoes – not thongs or sandals.**

All parent helpers are required to sign on at the event area they are assigned to, and if they do not report in time your Centre will be called over the p.a. to supply an alternate helper.

A brief description of each parent duty can be found at the end of this document.

### **Competitor Footwear:**

Athletes - Shoes are compulsory for all competitors in all events. Spikes may be worn as follows:

U8 & U9: Spikes may not be worn in any event.

U10 to U12: Spikes may be worn in all track events run entirely in lanes, all jumps events and javelin.

U13 to U17: Spikes may be worn in all track events (except Walks), all jumps events, and javelin.

All competitors: Spikes with the spikes removed or blanks inserted may not be worn in any events.

No athlete may compete bare foot in any event.

**SPIKED SHOES MUST BE REMOVED BEFORE LEAVING THE COMPETITION AREA, AND MUST NOT BE WORN TO WALK AROUND THE VENUE.**

### **Weather:**

The Region Championships will go ahead regardless of the weather so athletes and parents should come prepared with hats and sunscreen as well as umbrellas and raincoats!

In the event of extreme conditions, such as excessive heat, storms or flooding, the Championships may be delayed or temporarily suspended. Any decision to delay or postpone the Championships will be made by the Region Committee and advised to Centre Team Managers as soon as possible.

### **Program:**

The 2-day Region List of Events is available on the LANSW website. A detailed program showing Region 5 "not before" start times is attached. This means the event can be called 20 minutes prior to this time ready to start at that time, so please ensure that your athletes arrive at the ground at least 60 minutes prior to the "Not Before" Start time listed for their event. If an athlete does not turn up for their event at marshaling, it runs without them and they miss out.

Full official programs, \$5 each, pre-ordered and pre-paid by each Centre. Payment is preferred by bank transfer to the Region 5 Account: NAB Chatswood, A/C Name – LANSW Region No. 5, BSB – 082 201, Account Number 146557063 (please note your centre name and # of region programs as the payment description). Payment can also be made by cheque upon collection. Programs will be available for the Team Manager to collect at the Information tent from 7am on Saturday morning.

Programs will not be for sale to the 'public' at the Information Tent over the weekend.

All competitors (U9 and above) are advised to review the program for the State Championships via the LANSW website, to ensure availability in the event of qualification to progress.

**Warming Up:**

Please advise all athletes, parents and coaches that there is to be NO warming up inside the perimeter fence of the track after 7.30 a.m. on both days of the carnival. A map of warm up areas should be available at information during the weekend.

**Clash of Events:**

There will be a Clash Manager (and assistants) responsible for collecting athletes from field events and taking them to track events when there is a clash. As a suggestion to make this clash management easier for everyone concerned, especially the younger age groups U8-U11, each Centre Team Manager may consider writing the child's events on their hand each morning, along with the 'not before time' so that the Event Chief and Clash Manager can more easily assist in identify any event clashes during the day.

**Results:**

In addition to being posted on the notice board at the ground, all results will be available online as soon as possible after the event. You can access these results at

<http://www.resultsattheready.com.au/event3/index.htm>

or by using the QR code at right.



**Awards:**

All competitors will receive a medal if they are placed 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> in a final.

Medals for U8 competitors will be presented as soon as possible after the event. Other competitors may collect their medals at the Information Tent approximately 1 hour after the results for the event have been posted.

All competitors will also receive a certificate showing all their performances via their Centre in due course.

**Medals:**

Medals will be pre-engraved with the age group and event.

**Ensign Engraving** will be engraving on site from approx. 10am to 4pm each day if athletes wish to add their own name, performance details, etc. They will be located near the canteen.

The cost will be \$10 to record the athlete name and performance details (This is very reasonable as engraving is usually \$1.50 or \$2 per character.)

**Services Available:**

Full canteen and BBQ

First Aid by St John Ambulance Manly Warringah Division

Tensegrity Physiotherapy

**Photographer:**

Photographers for this year's Region 5 Championships are **Instant Photos**. You will find them in a big caravan near the entrance to the ground.

Photos are only available to purchase at the carnival over the weekend and ARE NOT available on line after the event.

**Progression from Region to State:**

U8: Competitors do not progress beyond Region.

U9 to U17: The first 2 place getters in a final automatically progress to the State Championships.

In addition, the next best 8 competitors in each event across the State will progress.

This season some qualifying times will be applied as follows:

1500m Walk – all events – 12 minutes

3000m Run – all events – 14 minutes

These qualifying times must be achieved at the Region Championship in order to proceed to the State Championship.

Only the first place Relay Team will progress to State level.

**More Information:**

Please contact any of the following:

Region Coordinator:	Cathy Eaton	<a href="mailto:cathyeaton@ozemail.com.au">cathyeaton@ozemail.com.au</a> ,
NEM Zone Coordinator	Nick Sky	<a href="mailto:nick@skyco.com.au">nick@skyco.com.au</a>
Region Secretary:	Sally Richardson	<a href="mailto:richardsonsally@bigpond.com">richardsonsally@bigpond.com</a> .

**LANSW State Championships** will be held at Sydney Olympic Park Athletics Centre (SOPAC), Homebush on Friday 20, Saturday 21 and Sunday 22 March 2015. You will be advised of qualifiers and further information in due course, however, the program is currently available on the LANSW website.

Please pass our congratulations to all athletes who have qualified to compete at the Region 5 Championships.

Kind Regards

Cathy Eaton, NM Zone Coordinator & Region 5 Coordinator

Nick Sky, NEM Zone Coordinator

The Region 5 Committee

## **TEAM MANAGER DUTIES & RESPONSIBILITIES**

At all LANSW carnivals, each participating centre is required to appoint a 'Team Manager', who becomes the official point of contact for the centre at the meet. Often (particularly when a centre only has a few participating members), this role is filled by a person/parent who has little understanding of the requirements of this role. The following aims to assist Team Managers in better understanding their responsibilities.

### **WHAT TO BRING**

Below is a list of necessary items that a Team Manager should have with them at a Little Athletics NSW Carnival.

- Spare centre numbers
- Spare registration numbers (current year) and the paperwork to go with a change of number
- Spare age patch for each age group that a centre has represented at the championship
- Spare sponsor patches
- Safety pins for attaching numbers etc. to uniforms
- Details of the centre uniform, and all of its variants, as approved by Little Athletics NSW
- Details of the Little Athletics NSW requirements regarding centre uniforms
- Copy of the Rules of Competition
- \$50 for protests
- Copy of the entry form (where applicable), or list of participating athletes

### **DUTIES**

The Team Manager is the point of contact for the centre for the championship. If the Carnival Management requires clarification on any matter relating to a centre, they will call for the Team Manager. In addition to the above, the duties of a Team Manager include:

- Lodging protests
- Viewing videos (for identification of athletes only), with regard to protests
- Fixing any uniform problems
- Collecting certificates (where applicable)
- Advising of withdrawals

### **PROTEST PROCEDURES**

- Protests can only be lodged by the centre's nominated Team Manager.
- Protests must be lodged with the carnival Information Officer and no more than half an hour after the results have been posted.
- An amount of \$50 must accompany a protest.
- The Starters decision is final, not even the Track Referee can overturn it. A protest lodged against the start of a race will be deemed frivolous and the carnival Information Officer should advise the Team Manager prior to lodging such a protest.
- Protests against a DQ in a walk will be deemed frivolous and the carnival Information Officer should advise the Team Manager prior to lodging such a protest.
- The \$50 accompanying the protest will be retained by the carnival Information Officer if the protest is deemed frivolous or if the centre has been advised by the carnival Information Officer that it is not a valid protest and the centre still chooses to submit it.
- Video evidence from outside the arena will never be used by a Referee to make a decision on a protest (for track or field).

## **EXPLANATION OF PARENT ROSTER DUTIES**

**It is a requirement of LANSW that all helpers on the ground wear closed in shoes - regardless of the duty, you must have closed in shoes.**

**ALL PARENT HELPERS REPORT STRAIGHT TO THEIR DUTY TO SIGN THE PARENT REGISTER AT THAT DUTY.**

### **Track Umpires**

- a. Report to the finish line and sign on for your club – you will be directed to the required position, replacing the previous person parent on duty from your club.

- b. Watch that children are not crossing over into others lanes and/or impeding them.
- c. For hurdles – watch that the lead leg is going over the hurdle and not around (in outside lanes)
- d. Watch that there is no pushing or interference from one athlete to another.
- e. Report any of the above to the Chief Track Judge if it occurs.

YOU WILL NEED A HAT AND A DRINK AS YOU WILL BE IN THE SUN.

**Marshalling Assistant – ascertain if you are on duty at TRACK marshalling or FIELD marshalling**

- a. Report to the appropriate Marshalling Tent and sign on to replace the previous parent helper from your club or report to the Chief Marshall if you are on first.
- b. Call out children’s names and numbers to check them off the starting lists.
- c. Check uniforms in accordance with the Chief Marshall’s requirements – correct numbers in the correct position, pin leg numbers for distance events, spikes carried and put on at the start line.
- d. Escort the marshalled athletes to their event.

**Assistant Clash Manager**

Report to the Clash Manager who is located beside the Track Marshalling Tent. You will be sent to collect athletes from one event and deliver them to another, usually from a field event, to track marshalling or to the start line (depending on the time available). Make sure you know their name and club, as young athletes especially might get confused about which events they are in. Then return to the clash manager.

**White Board Assistant**

Report to Track Marshalling where you will be responsible for marking on a white board the events in Marshalling or which have already gone through marshalling so others outside the area can see at a glance.

**Track Referees Assistant and Finish Line Assistant**

Help the Track Referee and Track Manager at the finish line as directed – including but not limited to directing athletes to remove their shoes, raising hurdles, escorting athletes off the field.

**Computer Room Runner**

- a. Report to the Computer room next to the canteen and then go to the finish line to collect results if hand timed and take back to computer room
- b. Take result/starting sheets to the track marshall.
- c. Post results sheets up when produced by the Data Manager.
- d. Keep returning to the computer room.

## **Results Runner – Top Field**

You are to bring the field event results back to the computer room for processing. Report to the chief referee on the top throws field.

## **Field Event Assistants**

**Make sure you know which event area you are to report to** – your Team Manager has this information. There are 4 LJ pits, 2 shot, 2 discus areas, 2 high jump and 1 javelin, go to the correct one for the event you are helping at and sign the parent register at the event.

You are not allowed to coach or comment on any athlete, particularly not your own child. Be vigilant on this as it could be cause for a protest against your child and a change in results!

For all field events you will be in the sun, please ensure you have a hat, sunscreen applied and a water bottle.

## **Discus, Javelin and Shot Put**

The Chief Judge will ask you to collect the implements, or indicate if the throw is out of sector, or possibly to spike where the implement has landed. Please make sure you are always facing the throwing zone for your own safety. Walk backwards away from the throwers so you always know what is happening.

## **Long Jump and Triple Jump**

The Chief Judge will ask you to rake the sand, spike the point where the athlete made a mark in the sand, nearest to the take off mat, or to marshal the athletes calling out the next 3 in a row to have them ready. There is a small possibility that you would be asked to record.

## **High Jump**

The Chief Judge will ask you to either pick up the bar when it falls, or record the jumps according to instructions.

## **Gate Controllers**

Managing the traffic that comes through the gate, so it is authorised people only – that is officials wearing a lanyard and athletes who are leaving the field of competition. Athletes who are going to marshalling must use the gate nearest to marshalling and cannot detour across the ground. Make sure athletes are not wearing spikes as they exit the ground.