

IOWA ASSOCIATION of TRACK OFFICIALS

MEMO

FROM: Cornie Wassink, Alton
TO: IHSAA & IGHSAU Member High Schools
DATE: March, 2011
RE: IATO Recommended Procedure Manual

The revised materials for your *Iowa Association of Track Officials Recommended Procedures Manual* follow in this PDF file.

Each year we update the contents of the manual as needed. These updates are based on rule changes and suggestions from our membership, the Iowa Association of Track Coaches, the Iowa High School Athletic Association (IHSAA) and the Iowa Girls' High School Athletic Union (IGHSAU). Please feel free to suggest improvements for either the content or the format of this manual.

This year's manual contains important information concerning the revised jewelry violation procedure.

The officials' edition of this manual contains five (5) additional sections of information pertaining specifically to starters and IATO members. This edition is only available to current IATO members from the IATO.

Do not discard any materials from your current manual unless you have replacement material for it in this packet.

Visit the official websites of the IHSAA and the IGHSAU for the **required order of events** for all 2011 girl's, boy's, and coed track and field meets.

The primary objective of our organization is to improve the officiating and administration of the track and field meets in the state of Iowa. We will continue to work with the above mentioned organizations to achieve this objective.

In addition to compiling this manual for our membership and all of the high schools in Iowa, the IATO will continue several other significant projects to promote both track & field and cross country. Among these efforts are recognizing our 25-year officials at the state track meet, recognition of local volunteer officials, conducting a track officials' mechanics clinic and inducting our most esteemed colleagues into our Track Officials' Hall of Fame. IATO board members also participate in presentations at the annual track rules meetings conducted by the IHSAA and the IGHSAU.

IATO members are available to speak to high school and middle school track teams, track coaches, athletic administrators and officials concerning rules, procedures or any other topics covered in our manual.

Thank you for joining us in our effort to promote Iowa high school track and field and cross-country!

IOWA **A**SSOCIATION of **T**RACK **O**FFICIALS

2011

RECOMMENDED

PROCEDURES

MANUAL

FOR

IOWA HIGH SCHOOL

TRACK & FIELD MEETS

AND CROSS COUNTRY MEETS

Cornie Wassink, Editor

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track & Field and Cross Country Meets

ACKNOWLEDGEMENT

This manual is based on the rules, procedures and techniques found in the 2011 *Track & Field and Cross Country Rules Book*, the 2011 *Track & Field and Cross Country Case Book* and the 2011 – 2012 *Officials Manual* of the **National Federation of State High School Athletic Associations**.

The material in this manual is not intended to replace or set aside any of the rules of the National Federation. Athletic directors and coaches photocopy much of the material from the National Federation rules book each year. This photocopied material is distributed to the numerous volunteer officials who assist at local track and field meets and cross country meets. These volunteers have limited access to the actual rules books that govern high school track and field and cross country. The information that is distributed to volunteer officials is often not well organized and is frequently out of date. One of the objectives of this manual is to simplify and condense the information into a format that is practical and easily understood and therefore lends itself to widespread usage. This manual is updated annually to reflect rule changes and editing suggestions.

The contents of this manual are targeted at five specific groups; high school athletes, coaches, meet administrators, registered officials and volunteer officials. Distribution of this material to these groups should improve both the quality and the efficiency of our track and field meets and cross country meets.

Reproduction of this material is restricted to Iowa Association of Track Officials (IATO) members, the Iowa High School Athletic Association (IHSAA), the Iowa Girls' High School Athletic Union (IGHSAU) and the member schools of the IHSAA and the IGHSAU. Any other reproduction is prohibited without written permission from the Iowa Association of Track Officials Board of Directors.

Meet administrators are encouraged to use these materials as a tool to assist with the preparation for both track and field meets and cross country meets and also to help their numerous volunteer officials properly prepare for the meets.

The IATO is an advisory organization, not a governing organization. The IATO utilizes this material to provide training for its membership at clinics and rules meetings. IATO members are also encouraged to review this material with the appropriate volunteer officials prior to meets.

When found not to be in conflict, a limited number of long accepted procedures and mechanics from the National Collegiate Athletic Association (NCAA) and USA Track & Field (USATF) have been utilized to enhance this manual. These enhancements are intended to compliment the rules and procedures of the National Federation.

A special note of gratitude is extended to the Iowa Association of Track Coaches, the Iowa High School Athletic Association and the Iowa Girls' High School Athletic Union for their numerous contributions, suggestions and support for this project.

Members of the Iowa Association of Track Officials receive their 15-section manual upon activating membership. Upon renewal, they receive annually updated revisions.

All member schools of both the IHSAA and the IGHSAU can access the PDF file of their 10-section material on both the IHSAA and IGHSAU websites.

Iowa Association of Track Officials

Recommended Procedures Manual

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IOWA ASSOCIATION of TRACK OFFICIALS

IT IS STRONGLY RECOMMENDED THAT COACHES REVIEW THESE TOPICS WITH THEIR ATHLETES

1. **In the 4 x 100m and 4 x 200m relays**, runners who have handed off should remain in their assigned lanes until all teams have cleared that exchange zone.
2. **At the conclusion of all races**, teammates of runners who have just finished the race should refrain from running on the track to celebrate or assist their teammates. They must stay off the track to avoid interfering with other runners still completing the race and officials who are in the process of completing their post-race duties.
3. **Athletes competing in field events** have the same uniform requirements as athletes competing in track events
4. **All undergarments** must be unadorned and of a single solid color.
5. **All relay team members must be wearing the same color and design of uniform although the length of the bottoms may vary.**
6. **If more than one (1) member of a relay team is wearing undergarments, those undergarments must be of the same solid color.** All visible undergarments worn beneath uniform tops must be the same solid color as that worn by other relay team members and all visible undergarments worn beneath bottoms must be the same solid color as worn by other relay team members. However, undergarments worn under tops do not have to be the same color as undergarments worn under bottoms.
7. **All athletes in the vicinity of the starting line** of a race should remain quiet so the runners can hear the official's instructions and starting commands.
8. **Field event athletes** are not allowed to use electronic devices of any kind while competing and in the area of competition.

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track and Field Meets

TRACK MEET ADMINISTRATION

Pre-Meet Recommendations:

- The National Federation **Track Officials' Manual** and the **I.A.T.O. Recommended Procedures Manual** material should be reviewed prior to recruiting meet volunteers.
- Meet management, the athletic director and coaches should compile a list of competent volunteers to recruit.
- Competing teams should be notified concerning type of running surface, the type of spikes that will be allowed and the approved items (tape, chalk, half-tennis balls, etc.) for marking acceleration zones for relay races.
- Prepare scripted running events legends, track marking legends, heat sheets, lane assignment sheets, uniform requirement information and jewelry violation information for the clerk of course and each umpire. Umpires should also be provided with incident reporting forms and umpire assignment diagrams.
- Prepare specific information for each field event. That information should include criteria for the following: reporting in, warming up, athletes who must leave to compete in other events, qualifying for the finals, fouls, measurements, disqualifications, uniform requirements, jewelry violations, records and tie-breakers. (This information is all included in the specific field event information sheets included in the **I.A.T.O. Recommended Procedures Manual.**)
- Prepare a scripted running events legend and a track marking legend for the starter/referee.
- Prepare heat sheets and lane assignment sheets for the head finish judge.
- Maintain blocks and hurdles so they are in good working condition.
- Set up easily identifiable rope or banner barriers to define restricted areas around each field event, the finish area and in the infield.
- If meet format allows, provide a written appeal form for the coaches in their packets.
- Mark sector lines for throwing events
- Thoroughly work up the sand in the long jump pit.
- Examine the discus cage.

Recommended Equipment:

- Use a portable standard with large lap numbers and a bell at the finish line.
- It is mandatory that at least one complete set of blocks be available. If a crew of block setters is not available to transport the blocks, provide a wheeled rack or wheelbarrow. It is advantageous to provide two or three complete sets of blocks.

- It is mandatory that at least one complete set of hurdles be available. It is advantageous to provide two complete sets of hurdles. **One or two extra hurdles should be available to replace any that are broken during the course of the meet.**
- Small orange or yellow cones should be located on the break-line when appropriate and large cones should be used to identify the common exchange zone and the inside and outside of the break-line. On all-weather surfaces that lack a curb on the inside of lane one, medium sized cones should be located around both curves and on the straightaways, inside of the curb-line.
- Two-way radios or headsets should be provided to the announcer, clerk, head finish judge and meet manager for communication purposes.
- Provide a 15" to 18" starter's platform for the 100M, 200M, 100MH & 110MH.

Meet Personnel Recommendations:

All meet personnel should wear distinctive apparel that enables competitors and coaches to readily identify them. This apparel can be in the form of caps, jackets, shirts or vests. Each group of meet personnel should have a different color or style of apparel (Timers, pickers, umpires, field event judges, etc.).

Starter/Referee (S/R)

- Utilize two starters whenever possible.
- The S/R's authority begins upon arrival at the meet site and concludes 30 minutes after the last-event results have been announced or made official.
- S/R should meet with the clerk of course to review duties and procedures.
- S/R should meet with field event judges to review rules and procedures before the meet starts.
- S/R should meet with umpires prior to the start of the meet to review violation criteria and the violation reporting process.
- S/R should meet with the head finish judge to review communication procedures.
- S/R should meet with the meet announcer to review proper announcing procedures and give him/her a copy of the appropriate sportsmanship announcement (Co-ed, Boys' or Girls').
- S/R is directly in charge of activities during the meet. The S/R shall answer questions that are not specifically placed under the jurisdiction of other officials.
- Whenever the stadium has a P.A. system that features a wireless microphone, the starter should utilize it in starting all relays requiring 3 and 4 turn staggers. If the stadium P.A. system does not feature a wireless microphone, a portable sound system can be utilized.
- The S/R has the sole authority to determine if a race shall be rerun, and if so, who is eligible to participate in the rerun and when it should be scheduled.
- S/R **must** sign the final score sheet and record the time of that signing on the sheet.

Clerk of Course (Clerk)

- Utilize two clerks whenever possible.
- Clerks should use a bullhorn or portable sound system.

- The clerk shall help keep starting area near the chute free of extra personnel.
- The clerk shall help control noise when the starting line is near the chute.
- The clerk should walk over to the starting line with the 200-meter runners and have the first heat on the track with blocks set up by the time the starter arrives.
- The clerk shall help with jewelry and uniform enforcement.
- The clerk shall remind runners to stay in their lanes at the conclusion of any race run entirely in lanes, and return to the starting line.
- **The clerk should have knowledge concerning the proper procedure for setting up heat and lane assignments. This would allow him/her to re-structure heats and eliminate many unnecessary heats.**

Umpires

- Utilize six (6) to twelve (12) umpires at high school meets.
- **Umpires shall keep themselves stationed around the track for all running events, not just the relays. This is just good preventive officiating!**
- If a scripted running event legend is available, one should be provided for each umpire. Umpires should also be provided with track marking legends and heat sheets.
- Meet management should provide incident-reporting cards for the umpires.
- An umpire assignment diagram should be provided for each umpire prior to the meet so they will know their specific assignment for each race.
- There should be enough umpires to release the starter, clerk and finish line personnel from exchange zones duties.
- Umpires shall help keep finish area free of extra personnel.
- Umpires shall be provided with either red/white or yellow/white flags or paddles.
- Umpires shall be provided with written information covering violation, uniform and the revised jewelry criteria.

Field Event Judges

- Each field event should have at least 3 adult judges.
- **An adult field event judge should open the field event venue prior to warm-ups and close the venue upon completion of the event.**
- Each field event should have a stop watch to time the 1-minute limit. With 30 seconds remaining, a visual or verbal signal can be given to the competitor.
- Each field event shall be provided with the laminated sheet that contains the current information concerning rules for that specific event, as well as uniform and jewelry rules and all other pertinent information for that particular event.
- Field event judges shall not allow coaching in restricted areas.
- Coaching can only be done from unrestricted areas.

Split-readers

- The only people inside the fence reading splits to the participants shall be those designated by meet administration.
- One or more split-readers should be provided. During the 1,500 and 3000 meter runs split-readers can be stationed at both the start lines and the finish line.

- Split-readers shall not compete with lap readers. They should be separated so the runners have an opportunity to process the information.

P.A. Announcer

- Five (5) minutes prior to the start of competition, the announcer should read the *Sportsmanship Announcement* provided by the Iowa High School Athletic Association and the Iowa Girls' High School Athletic Union. **All 3 versions (Co-ed, Boys' & Girls') of this announcement have been included with this material.**
- The announcer should defer to the Starter upon his signal to the finish line personnel that he/she is ready to start the next race or heat.
- The announcer should always record the time of day on the event result sheet after he/she has given the final results of an event.

Finish Line:

- The head finish judge should meet with the starter prior to the meet to discuss communication procedures.
- The head finish judge should review finish line procedures with timers and pickers **before** the meet starts.
- **Timers and pickers should be moved off the track at least 8-10 feet.**
- The finish line area should be kept clear of helpers, athletes, teammates, hurdles and starting blocks. All meet personnel can assist with this task.
- Order of finish cards should be provided for the head finish judge.

Meet Logistics:

- Meet management shall enforce the rule about coaches on the infield.
- When the home coaches are on the infield due to responsibilities of meet management, they shall not be coaching.
- Coaches should present physicians' letters to the Starter/Referee **prior** to the start of competition.
- Whenever possible hurdles should be set up during the previous race.
- When hurdles are set up during distance races, keep 3 to 4 lanes open.
- **Hurdle crews should always start setting up hurdles nearest the starting line.**
- Coaches should not give instructions to relay runners during the race which conflict with those given by officials.
- All fans, coaches, non-participating athletes and spectators shall be kept out of the starting area for 100-meter dash, 100-meter hurdles and 110-meter hurdles.
- If it is not possible to maintain proper silence at the starting line, everyone near the fence in that area should be moved back.
- Reference flags should be mounted on the fence to indicate the beginning of the exchange zones for the outside lane.
- **Whenever possible three-turn staggered starts should be utilized for the medley relays and 4 x 400.**
- It is recommended that the exchange zone triangle in lane one be multi-colored to reflect all of the exchange zone colors at that location.

Procedure for Enforcing the Revised Jewelry Violation Penalty

When a jewelry violation is discovered, the covering official must immediately record the time of the violation and report the violation to the meet referee (in person or by courier).

The information must be recorded on a form or card supplied by meet management. This information must include the athlete's name, the athlete's school, the event involved and the time of the violation. This information should also be recorded on the official field event sheet or the finish line clerk's event sheet.

Upon receipt of the violation information, the referee shall determine if the violation call is valid. If so, he/she shall request that the head coach of the team involved report to the meet referee immediately.

Following notification of the head coach the referee shall pass on the information to meet management, who must relay this information to all the officials who are working at the meet. It is the coach's responsibility to share the information with all the members of his team.

If it is not practical for meet management to contact all the meet officials in a short time frame, meet management should consider making the announcement that "<insert name of school and gender of team> has been found guilty of an initial jewelry violation. Any subsequent jewelry violation by this team will lead to a disqualification in the event involved." This procedure will serve as notification of the initial jewelry violation to all meet officials. Meet management might still want to contact all meet officials (personally or by written format) to be assured that all officials know of the initial violation call.

If two or more jewelry violations by the same team have been called by meet officials and are still in the process of being reported to the meet referee, the athlete with the earlier recorded time of violation shall be considered to have received a warning and the athlete(s) with a later recorded time of violation shall be disqualified (even though the covering official might have just given said athlete a warning at the time of the jewelry violation).

The meet referee should keep all notification of jewelry violations on his/her person. This will allow review of any and all jewelry violations at any point during the meet or at the conclusion of the meet. When the meet referee signs the official meet results the jewelry violation cards can be given to meet management.

Track and field events being conducted simultaneously at more than one venue make the jewelry violation procedure a little challenging. However, this procedure will enable meet personnel to properly enforce it.

Personal note: I believe that this information form should be either a 3 x 5 inch index card or a 4 x 6 inch index card. This will allow easy placement of the card(s) for the referee during the meet and manageable filing of the information by meet management at the conclusion of the meet.

Public Address Announcements

(Coed Meet)

(Please read this announcement 5 minutes prior to the start of the first scheduled event **and** also prior to the start of the finals if there is a break between the preliminaries and the finals.)

PRIOR TO THE START OF TODAY'S MEET, WE WANT TO TAKE A MOMENT TO DISCUSS GOOD SPORTSMANSHIP.

IT IS A PRIORITY OF BOTH THE IOWA HIGH SCHOOL ATHLETIC ASSOCIATION AND THE IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION THAT ALL PARTICIPANTS IN THIS MEET EXHIBIT GOOD SPORTSMANSHIP.

ALL COACHES, ATHLETES AND OTHER TEAM REPRESENTATIVES ARE ASKED TO COOPERATE IN ROLE MODELING SPORTSMANSHIP. THIS WILL ENSURE THAT THIS MEET DISPLAYS THE POSITIVE VALUES OF HIGH SCHOOL SPORTS.

THANK YOU FOR YOUR COOPERATION!

(Boy's Meet)

(Please read this announcement 5 minutes prior to the start of the first scheduled event **and** also prior to the start of the finals if there is a break between the preliminaries and the finals.)

PRIOR TO THE START OF TODAY'S MEET, WE WANT TO TAKE A MOMENT TO DISCUSS GOOD SPORTSMANSHIP.

IT IS A PRIORITY OF THE IOWA HIGH SCHOOL ATHLETIC ASSOCIATION THAT ALL PARTICIPANTS IN THIS MEET EXHIBIT GOOD SPORTSMANSHIP.

ALL COACHES, ATHLETES AND OTHER TEAM REPRESENTATIVES ARE ASKED TO COOPERATE IN ROLE MODELING SPORTSMANSHIP. THIS WILL ENSURE THAT THIS MEET DISPLAYS THE POSITIVE VALUES OF HIGH SCHOOL SPORTS.

THANK YOU FOR YOUR COOPERATION!

(Girl's Meet)

(Please read this announcement 5 minutes prior to the start of the first scheduled event **and** also prior to the start of the finals if there is a break between the preliminaries and the finals.)

PRIOR TO THE START OF TODAY'S MEET, WE WANT TO TAKE A MOMENT TO DISCUSS GOOD SPORTSMANSHIP.

IT IS A PRIORITY OF THE IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION THAT ALL PARTICIPANTS IN THIS MEET EXHIBIT GOOD SPORTSMANSHIP.

ALL COACHES, ATHLETES AND OTHER TEAM REPRESENTATIVES ARE ASKED TO COOPERATE IN ROLE MODELING SPORTSMANSHIP. THIS WILL ENSURE THAT THIS MEET DISPLAYS THE POSITIVE VALUES OF HIGH SCHOOL SPORTS.

THANK YOU FOR YOUR COOPERATION!

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track and Field Meets

CLERK OF COURSE

NO ONE IS MORE INSTRUMENTAL IN KEEPING THE MEET ON SCHEDULE THAN THE CLERK OF COURSE!

1. To be reviewed with Starter prior to the start of the meet:
 - The track marking legend and the scripted running events legend; with special attention given to the location and color of the starting lines and the exchange zones
 - The specific instructions that the clerk will give all competitors; with special attention given to keeping runners in groups according to their heats or relay legs when they are sent to their specific destinations
 - Procedure for competitors involved in field events and running events at the same time
2. Review the uniform and jewelry requirements with **all** competitors
3. If two clerks are available, one of them can accompany the athletes to the starting line for all races. The clerk can review their instructions while placing the athletes on the track in their respective lanes. This is similar to what the duties of an assistant starter or a clerk of the start would be.
4. If only one clerk is available, the clerk can accompany the athletes to the starting line and give them instructions in the following races:
 - 100 meter dash
 - 100 meter low hurdles
 - 110 meter high hurdles
 - 200 meter dash

5. During preliminaries and finals in the following races, athletes should be checked in well behind the starting line, and kept in their proper heat and lanes until such time as they move to the starting line:
 - 100 meter dash
 - 100 meter low hurdles
 - 110 meter high hurdles
 - 200 meter dash

6. **The clerk must have knowledge of the proper procedure to re-structure heat and lane assignments. This can eliminate unnecessary heats and save valuable time.** All scratches should be completed prior to the start of the meet, except for injuries. If heats are re-structured and lane assignments changed, this information must be relayed to both the head finish judge and the clerk of start or the starter prior to running those heats.

7. The clerk should not be expected to assist with exchange zones and lane violations. Those tasks are the duties of the umpires.

UMPIRES

1. **Only the starter/referee or jury of appeals can disqualify an athlete from competition.**
2. The referee has the sole authority for ruling on infractions or irregularities which are not covered within the rules. The referee may seek the advice of the head umpire or field event judge before making a ruling. The referee is also authorized to disqualify a competitor who commits an infraction personally observed by the referee, but not reported because of the absence of an umpire.
3. When a competitor is disqualified, the referee (**not an umpire or other meet official**) shall notify or cause to be notified, the competitor or the competitor's coach, of the disqualification.
4. The primary duty of the umpire is to detect and report, in writing, without waiting for a protest, all apparent violations of the rules to the head umpire.
5. One umpire shall be designated as head umpire. The head umpire is responsible for gathering written and verbal violation information and reporting this information to the starter/referee. The head umpire shall also signal when the hurdles are properly set and umpires in position.
6. Each umpire shall have knowledge of the violation reporting procedure.
7. It is recommended that as a group, the umpires review the criteria for running, hurdle, relay, uniform and jewelry violations with the head umpire and/or the starter/referee. They should also receive a written copy of the various violation criteria.
8. It is recommended the each umpire have a copy of the track marking legend, the scripted running events legend for the track meet and a copy of the umpire assignment diagrams with his/her specific assignments noted.
9. It is recommended that each umpire have a copy of all heat and lane assignments.
10. It is recommended that each umpire use the violation reporting sheets/forms provided by meet management.
11. Each umpire shall have either a red & white flag or paddle, or a yellow & white flag or paddle.
12. The red or yellow shall be displayed upon observation of a violation. Record the specifics of the violation on the violation reporting form. The head umpire, or someone assigned by the head umpire, will come to your location to pick up the completed form. **Maintain your position on the track.** Vacating your position on the track; while races are in progress, can lead to situations where the track is not adequately covered.
13. If an umpire observes contact or other potential violation, but deems that no violation occurred, a white flag should be displayed to signify that no violation has occurred.
14. **One umpire shall be assigned to the break-line.** Small cones, provided by meet management, should be utilized to identify the break-line for every race that requires the runners to cut at the break-line. **The break-line umpire should signal with the yellow or red for any violations or with the white if all runners were legal when they cut.**
15. **One umpire shall be designated to be in charge of each relay exchange zone. That umpire will display the red or yellow until all runners at that zone are ready, and then display the white to signify readiness. The white flag should be displayed until acknowledged by the starter or the head umpire. All umpires assigned to an exchange zone should immediately signal whether the exchanges they were assigned to observe were legal or a violation occurred.**
16. In relay races, which are run the entire distance in lanes, teammates of each starting competitor shall occupy the same lane or corresponding position at each exchange zone and the baton may be exchanged only in such lane or position.
17. **Gloves are not permitted in relay events.**
18. Each competitor shall carry the baton by hand throughout the race and shall pass it to the succeeding teammate. The first competitor shall start with the baton, and the last competitor shall carry the baton until he/she has finished the race. The baton must be passed while the baton is within a 20-meter exchange zone.
19. The baton actually shall be handed, not thrown, from the competitor to the succeeding teammate. This teammate shall not take sole possession of the baton while the baton is outside the exchange zone. **If the baton is dropped in the exchange zone, in a legitimate attempt to hand it, either competitor may retrieve it, even from another lane, provided the competitor does not interfere with an opponent and the baton is retrieved within the limits of the original exchange zone extended across the track. If the baton is dropped outside the exchange zone, it must be retrieved by the competitor who dropped it.**
20. After passing the baton, in a common exchange zone, the relieved competitor should jog straight ahead. Runners who handed off in lane one should step off the track as soon as possible. Other runners should look over their shoulder and check to make sure the track is clear, before they veer left or right to exit the track. **RUNNERS SHOULD NOT COME TO A COMPLETE STOP.**

21. After passing the baton, in an assigned lane, the relieved competitor should stay in his/her lane until all teams have cleared the exchange zone. Then the runners should clear the track.
22. **An acceleration zone may be used in relay races where the incoming competitor is running a leg of 200 meters or less in an assigned lane.** When this is permitted, competitors electing to use this option shall be positioned entirely within the limits of the acceleration and exchange zones. The outgoing competitors for each team may take their positions on the track and commence running not more than 10 meters outside the exchange zone, but the baton shall be passed while it is in the 20-meter exchange zone. A distinctive mark shall be made on the track to denote the beginning of the acceleration zone.
23. **In relay races where acceleration zones are not permitted, each outgoing competitor, while waiting for the baton, shall take a position entirely within the passing zone and must complete the exchange while the baton is within the 20-meter exchange zone.**
24. The track rules relative to violations, coaching or interference apply identically to relays, just as they do to individual runners. Also, incoming competitors may not assist teammates by pushing them.
25. The baton shall not be thrown following the finishing of any relay. **Rules specifically prohibit this action and call for disqualification.**
26. During the relays, umpires should focus their attention on the baton and the imaginary vertical plane of the exchange zone. **The actual moment of the baton exchange must take place entirely in the zone; the runner(s) need not be in the zone at the time of the exchange.** Keep in mind control of the baton. Touching does not imply control. The entire painted exchange zone mark is in the exchange zone.
27. If girls receive the baton in an assigned lane, within the common exchange zone, they are required to remain in that lane until they are out of the exchange zone. Upon clearance of the exchange zone they can cut to lane one, as long as they do not interfere with another runner. This situation would exist when the two (2) turn staggered start is used for the sprint medley, the distance medley and the 4 X 400-meter relays. The runners having to meet this requirement would be the 400-meter runners in the medley relays and the second runner in the 4 X 400-meter relay.
28. When a race is run in lanes, competitors are expected to run the entire race in their assigned lanes. Competitors who inadvertently run out of their lanes on a straightaway or in the lane to their outside on a curve are not in violation provided they do not interfere with or impede another runner. **A competitor shall be considered to be out of the lane when:**
 - a. Without being fouled and while running around a curve, steps on or over the inside lane line or curb for three or more consecutive steps with either foot or both feet.
 - b. While running on a straightaway, runs in an adjacent lane and interferes with or impedes another competitor.
 - c. While running around a curve, runs over the outside lane line and interferes with or impedes another competitor.
 - d. He/she does not finish the race in the assigned lane, or if while a member of a relay team, does not make the pass in the assigned lane.
 - e. He/she takes one or more steps inside the assigned lane line at the break line.
29. Whenever possible umpires should station themselves on the outside of the track. This position gives them a much better view of the competitors during the race. **This is especially true on the curves.**
30. It is recommended that umpires wear distinct, similar attire, as specified by meet management. Their presence should be obvious to all competitors and coaches. This encourages all competitors to adhere to the rules. (Preventive officiating at its finest!)
31. **Umpires must remember that they are not spectators and are expected to be in their proper location for all running events, not just during relays.**
32. **Each competitor is required to wear a legal uniform. A competitor shall not compete while wearing an illegal uniform.**
33. **Uniforms shall be worn as intended by the manufacturers. They should be worn “right side out”. Boys are not allowed to roll over the waistbands of the shorts. Girls are allowed to roll over the waistbands of the shorts (however, the waistband must be worn above the hips). The top must hang below the waistband or be tucked into the waistband of the bottom when the competitor is standing erect.**
34. **A uniform shall consist of:**
 - A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length **track** top and **track** bottom or one-piece uniform issued by the school.
 1. Teammates’ bottoms may vary in length and style (must be the same color and design if worn in relay).
 2. Loose-fitted, boxer-type bottoms, one-piece uniforms and closed-leg briefs are acceptable.
 3. The top and bottom or one-piece uniform may have school identification and the top may have the competitor’s name.

4. When numbers are used, each competitor shall wear his/her assigned, unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer's logo/trademark/reference, no more than 2 ¼ square inches with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Any visible apparel worn underneath** the top or bottom or one-piece uniform shall be a single solid color and unadorned except for: (a.) a single school name or insignia no more than 2 ¼ square inches with no dimension being more than 2 ¼ inches and/or (b.) a single, visible manufacturer's logo as per NFHS rules. (Note: If more than one (1) item of apparel is worn under the uniform top or the uniform bottom or a one-piece uniform, all must be the same solid color. However, visible items worn under the top and bottom do not have to be the same color.
 10. **In relays**, each team member shall wear the same color and design (pattern of colors) of uniform although the length of the bottom or one-piece uniform may vary. Any visible garments or apparel worn under the top or bottom shall be of a single solid color and the same color as those worn by other members of the relay team. Visible garments may vary in length. Visible garments worn under the top do not have to be the same color as visible garments worn under the bottom. If more than one (1) item of apparel is worn under the uniform top or the uniform bottom or a one-piece uniform, all must be the same solid color.
 11. French or high-cut apparel may be worn under, but not in lieu of bottoms.
 12. The waistband of a competitor's bottom shall be worn above the hips.
 13. Bare midriffs are not acceptable.
- C. No part of the uniform, excluding shoes, shall be removed in or near the area of competition.
35. In relay races, each team member shall wear the same color and design of school uniform (jersey and shorts). If two or more team members wear visible apparel under their uniform, that apparel must be the same color, but does not have to be the same length. Visible apparel worn under the jersey does not have to be the same color as visible apparel worn under the shorts. However, all visible apparel worn under the jersey must be unadorned and the same color and all visible apparel worn under the shorts must be unadorned and the same color.
 36. **With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition.** Jewelry includes, but is not limited to; bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**
 - Religious medallions or bracelets may be worn if taped to the body.
 - Medical medallions or bracelets may also be worn if taped to the body. **However, the medical alert sign should remain visible.**

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification.

37. Interference is any action by a competitor, which unfairly changes the course or natural running rhythm of a competitor during a race. This may include bumping, tripping or running across the competitor's path.
38. If a nonparticipating contestant interferes with a competitor during competition, the nonparticipating contestant may be disqualified from the meet. The nonparticipant's teammate (s) also may be disqualified from that event.
39. It is an unfair act when a competitor receives any assistance from any other person that could improve that competitor's performance.

Assistance includes:

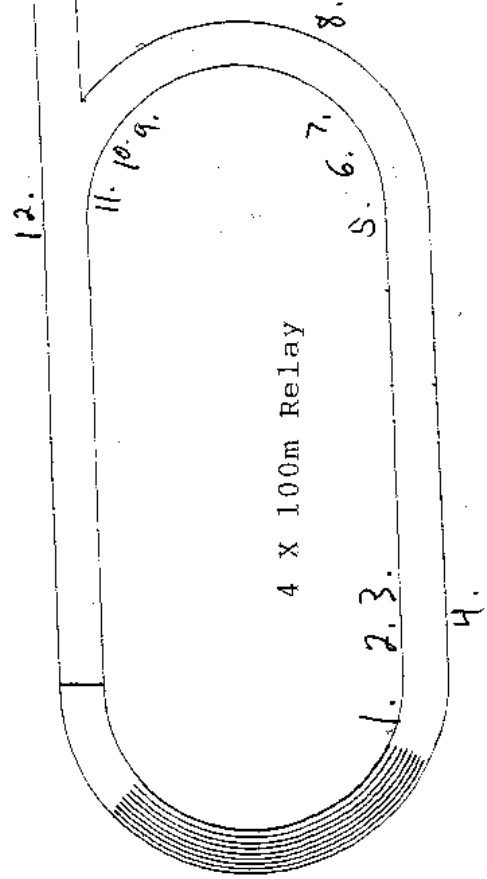
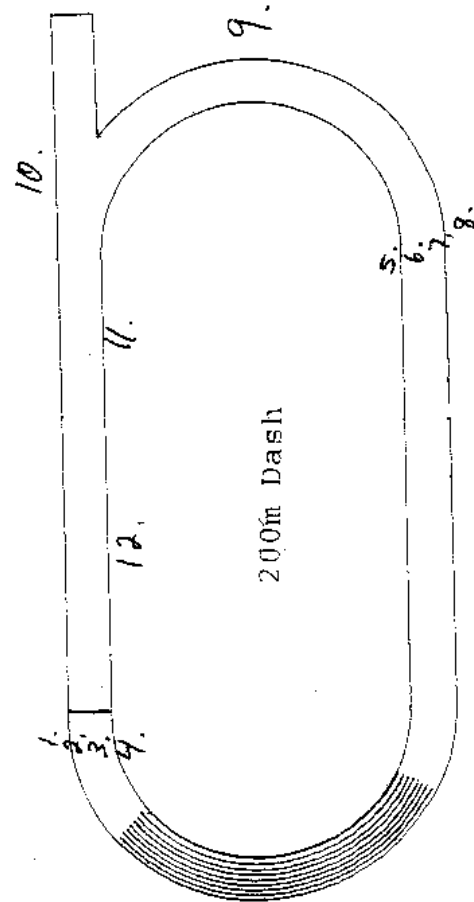
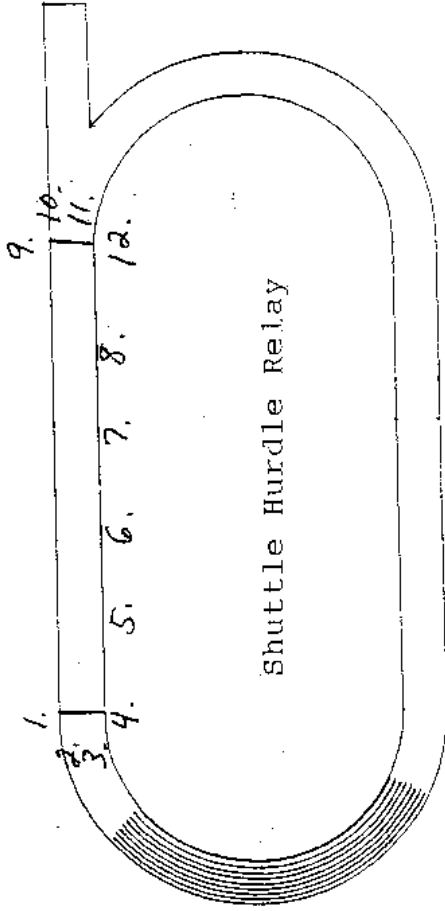
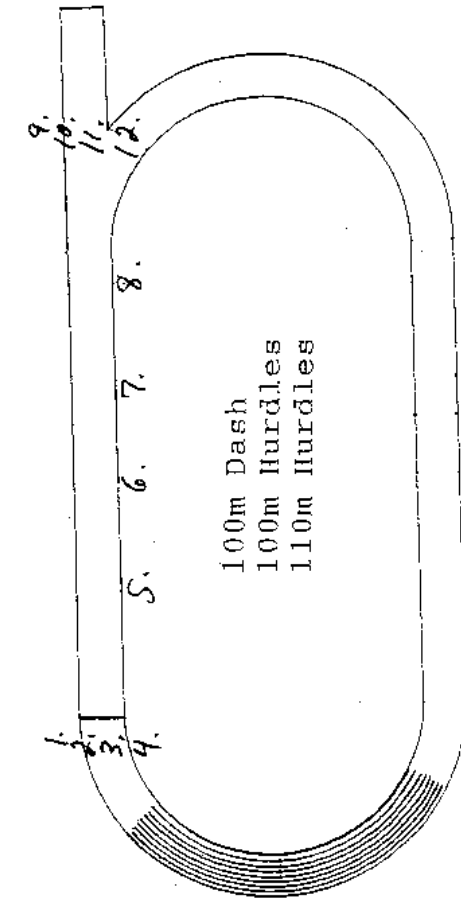
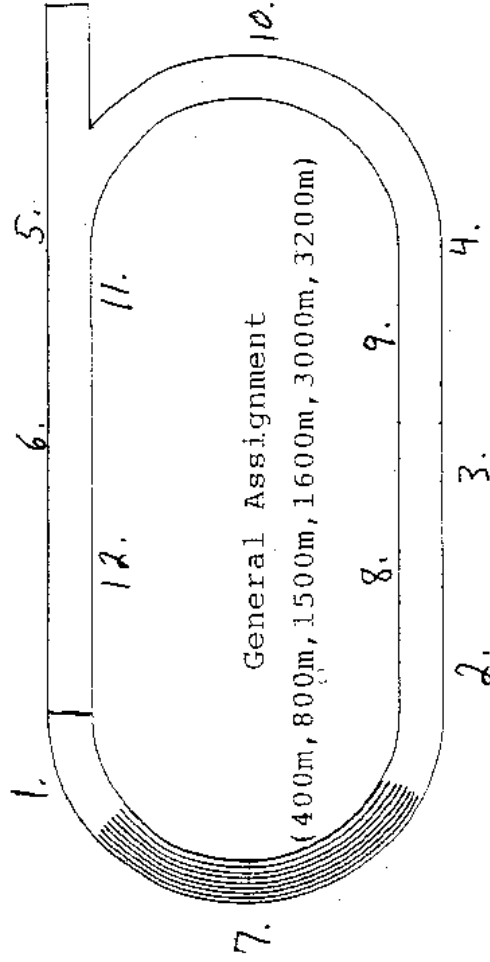
 - a. Interference with another competitor.
 - b. Pacing by a teammate or persons not participating in the event.
 - c. Competitors joining or grasping hands with each other during a race.
 - d. Competitor using an aid during the race.
 - e. Communicating with the competitor through the use of a wireless device.
 - f. **Coaching a competitor from a restricted area.**
 - g. Competitor viewing a videotape prior to the completion of the competition.

40. **A competitor; who is bleeding**, has an open wound or an excessive amount of blood on the uniform **may complete the running event or field event trial**. However, the competitor shall not participate further until appropriate treatment has been administered and/or the excessive blood has been removed from the uniform.
41. **When a break line is utilized, competitors shall run the entire distance to the break line in their assigned lanes before breaking to the pole position.**
42. No competitor shall deliberately run on or inside the track curb (or painted line), and thereby gain an advantage by improving position or shortening the course. A competitor may leave the track to retrieve a dropped relay baton provided no interference occurs and no advantage is gained.
43. In a race involving a curve where lanes are not specified, a competitor may move toward the inside or outside of the track providing he/she is one full running stride, approximately 7 feet, in advance of the competitor whose path is crossed. It is not a foul if a competitor crosses to the inside or outside if the action does not interfere in any way with another competitor's stride. A competitor shall not, when running around a curve, step on or over the curb, or painted line, for three or more consecutive steps with either or both feet.
44. **It is a hurdling infraction if a competitor:**
- Does not attempt to clear each hurdle.
 - Knocks down any hurdle by hand.
 - Advances or trails a leg or foot along the side of or below the height of the hurdle gate.
 - Runs over a hurdle not in the assigned lane.
 - Runs around a hurdle.
 - Impedes another hurdler.
45. During hurdle races watch for arm throwing by the hurdlers. If it (arm/hand) does not interfere, impede, or touch a hurdler in an adjacent lane, it is not a foul. Touching may be a foul and should be reported even if you observe it in lanes other than those assigned to you. Note position of trail leg and the top of the hurdle gate. The foot/leg should not drop below the plane of the gate extended.
46. In all shuttle hurdle relay races there shall be a "break line" one meter in front of the starting line. **The outgoing runner must be positioned behind her starting line and she must be motionless immediately prior to her "start". She can not "start" until the incoming runner has broken the plane of the break line with her torso.** (In essence this means that each outgoing runner must have a discernable pause between her "set" and her "start", just like any other runner who is starting a race of 400 meters or less. This is true if she is using a 2-point start, a 3-point start or a traditional 4-point start.) **The "rolling start", which was legal until 2005, is no longer be allowed in the shuttle hurdle relay.**
47. **Umpires should protect downed runners, but not touch them.** Let the trainers or medical personnel handle these runners. If an umpire assists or touches a runner, that runner is disqualified.
48. **Umpires should use extreme caution when media people are present.** The media is often overly curious about disqualifications. When a call has been made and reported, the umpire's obligation is complete. Do not discuss the call with anyone other than the Referee or Jury when they require more information. If a coach or athlete tries to question an umpire refer them to the Head Umpire or Referee. Only the Referee may give permission for a coach to discuss the situation with an umpire and if so the coach will be escorted to the umpire's position.
49. **Unacceptable conduct** by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using non-excessive profanity which is not directed at someone or any action which could bring discredit to the individual or his school. **Unacceptable conduct shall result in disqualification from the event.**
50. **Unsportsmanlike conduct** is behavior, which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent or an official, or the use of excessive profanity or profanity directed at someone. This shall apply to all coaches, contestants and other school/team personnel. **Unsportsmanlike conduct shall result in disqualification from the event and any further competition in the meet.**

UMPIRE ASSIGNMENTS

Full Crew of 12 Umpires

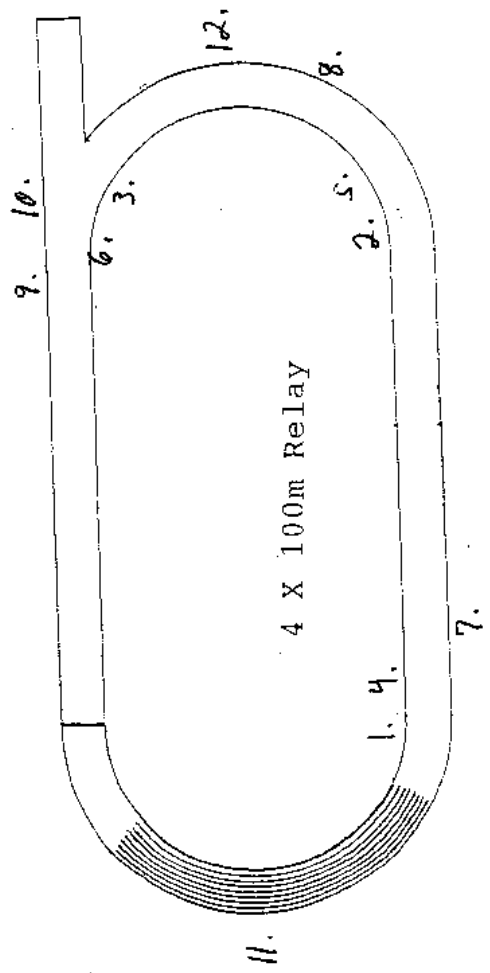
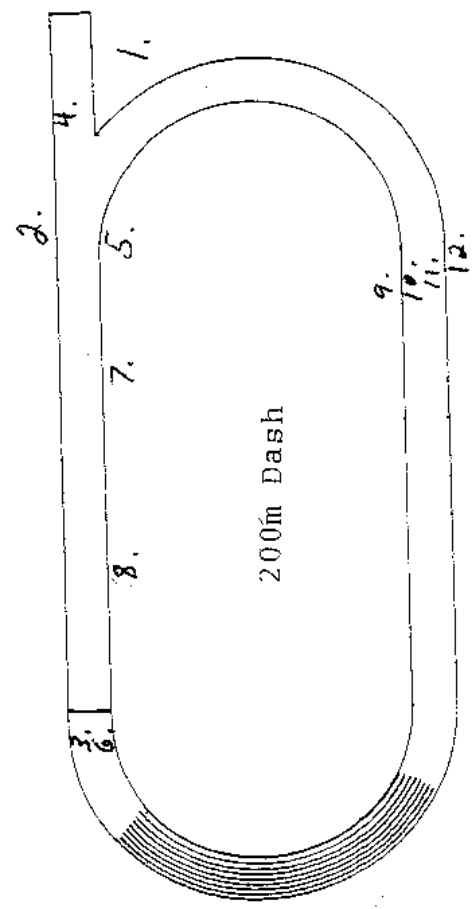
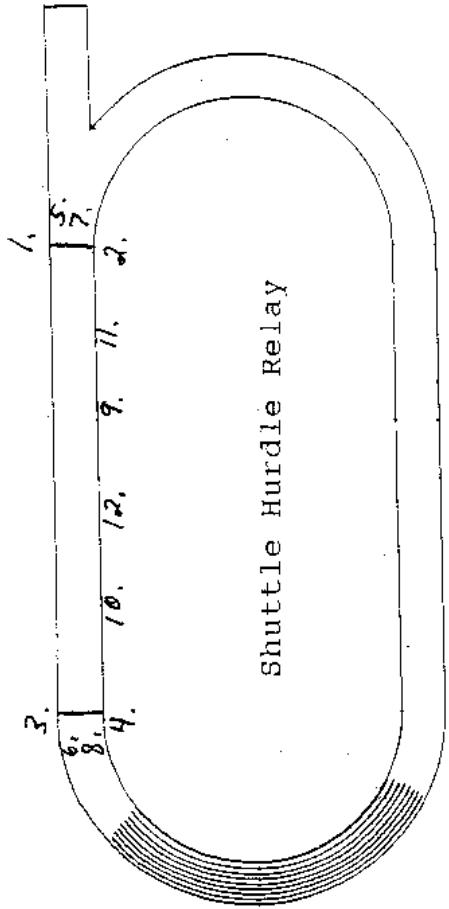
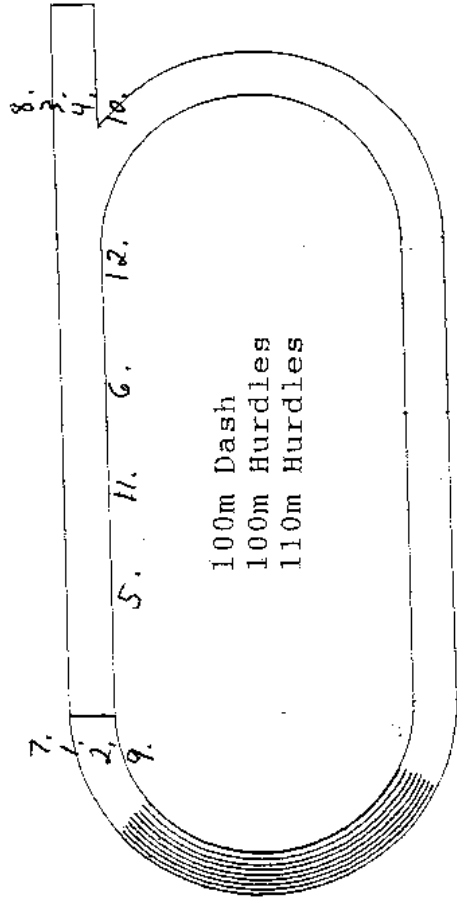
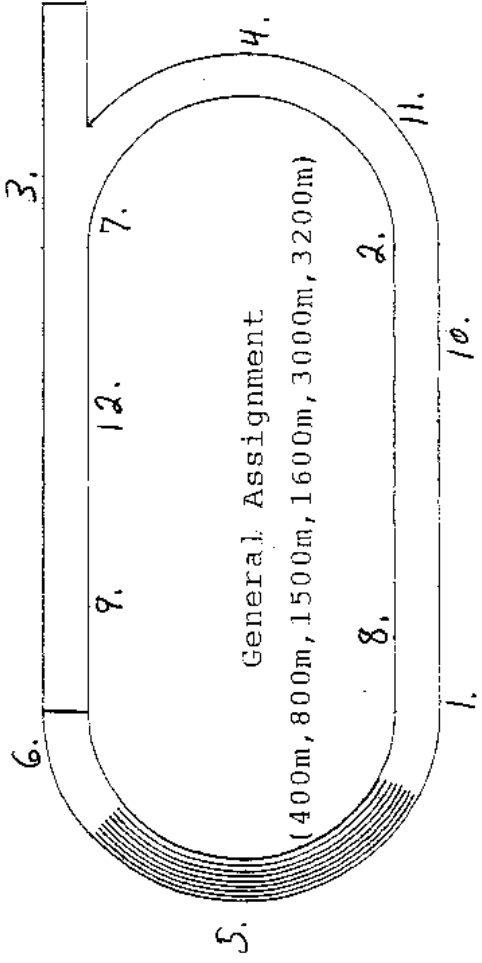
This set of diagrams is designed for use with a full crew of 12 umpires. Each umpire is assigned a number and is to be located as designated by his/her number for each event.



UMPIRE ASSIGNMENTS

1 thru 12 Umpires

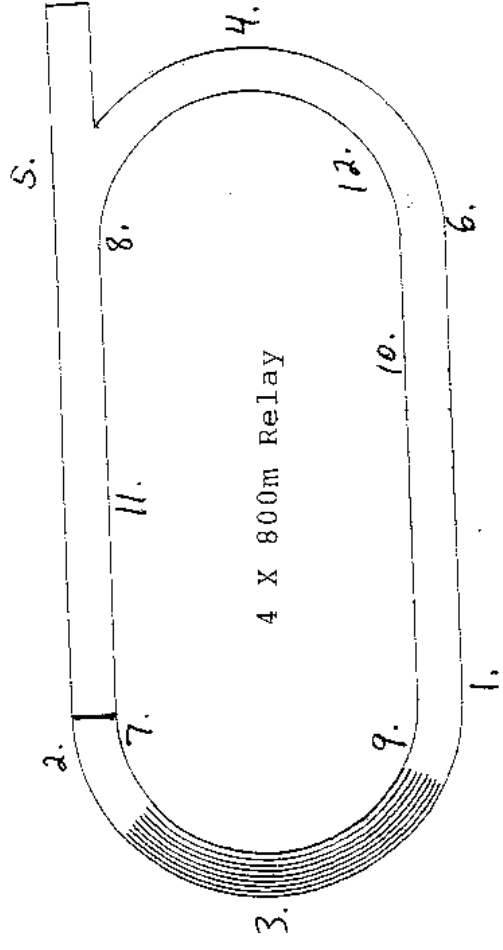
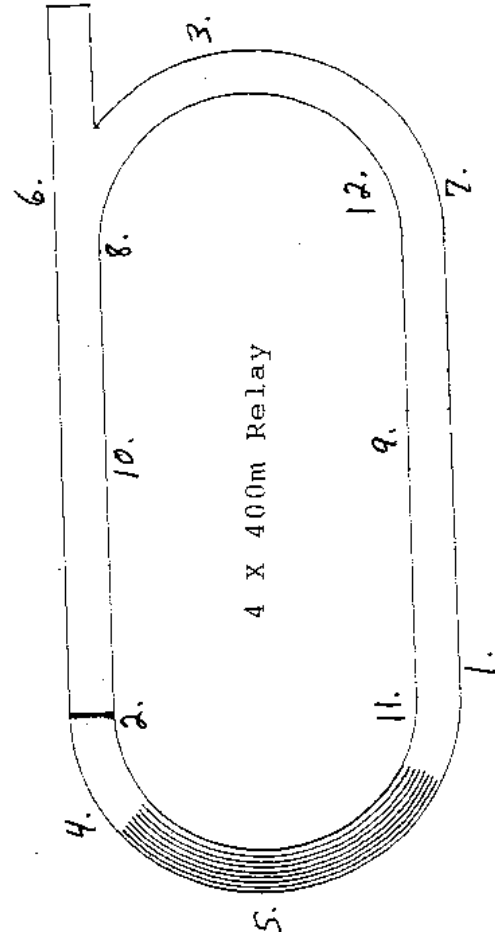
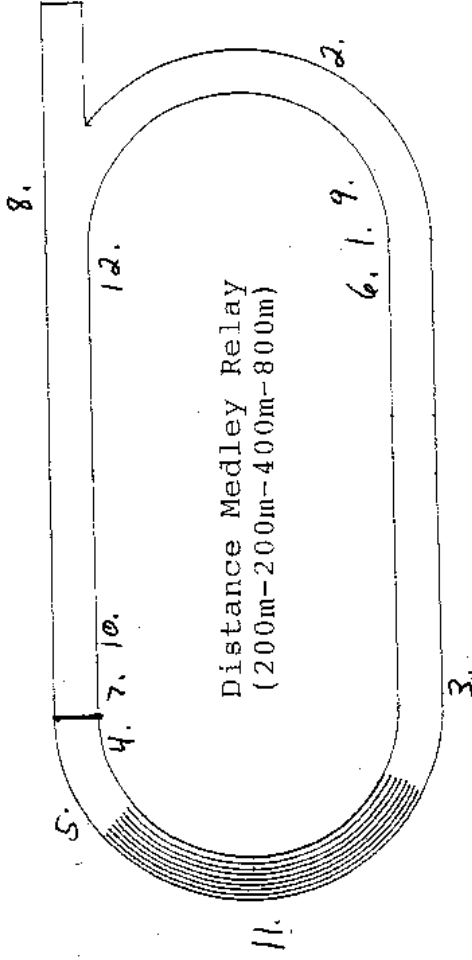
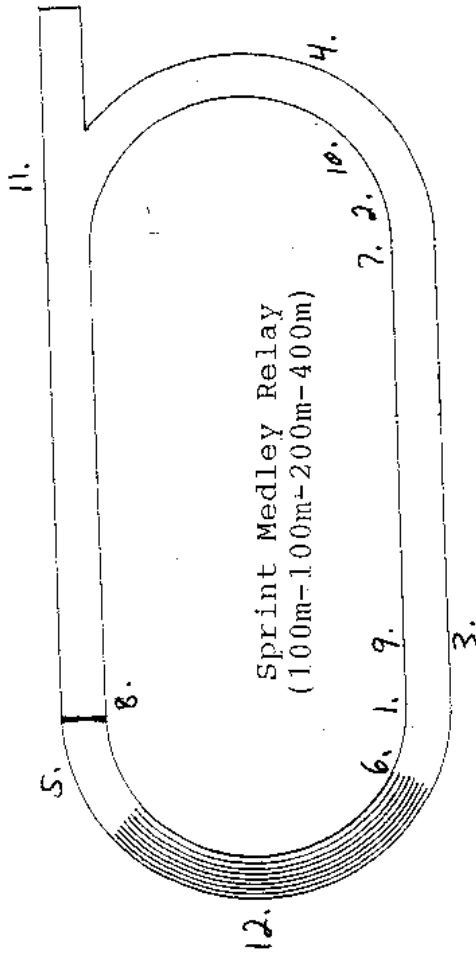
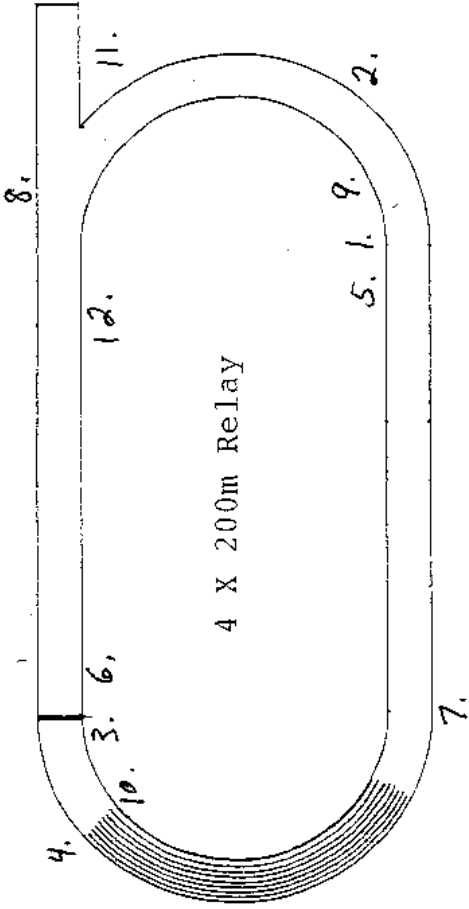
This set of diagrams is designed to be used with any number of umpires from 12 on down. For example: if you have 7 umpires, assign each umpire a number, 1 -- 7. The umpires are to locate themselves for all events as illustrated by the numbers 1 -- 7 on this set of diagrams.



UMPIRE ASSIGNMENTS

1 thru 12 Umpires

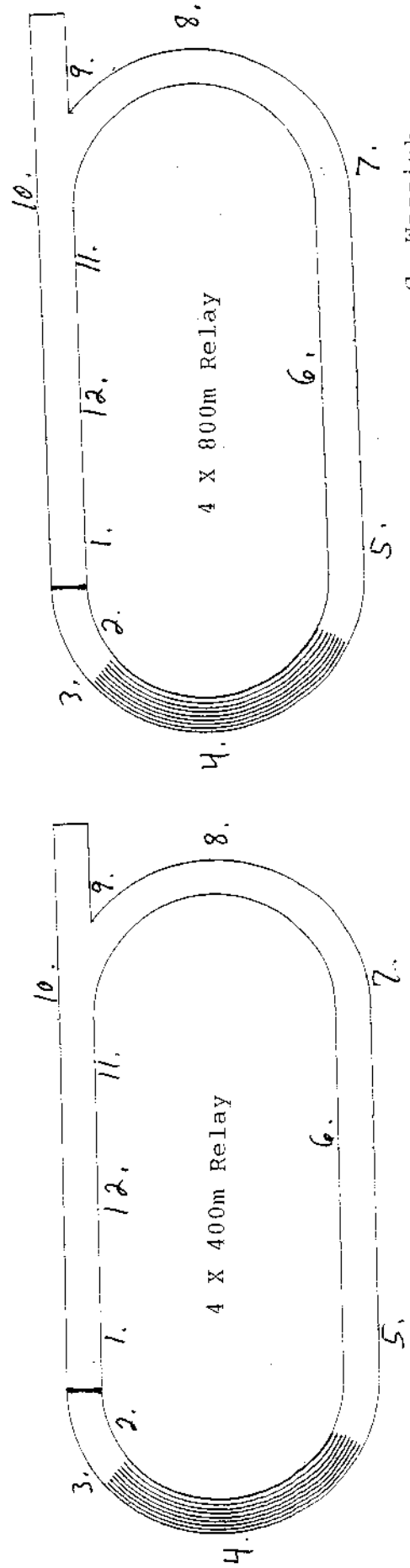
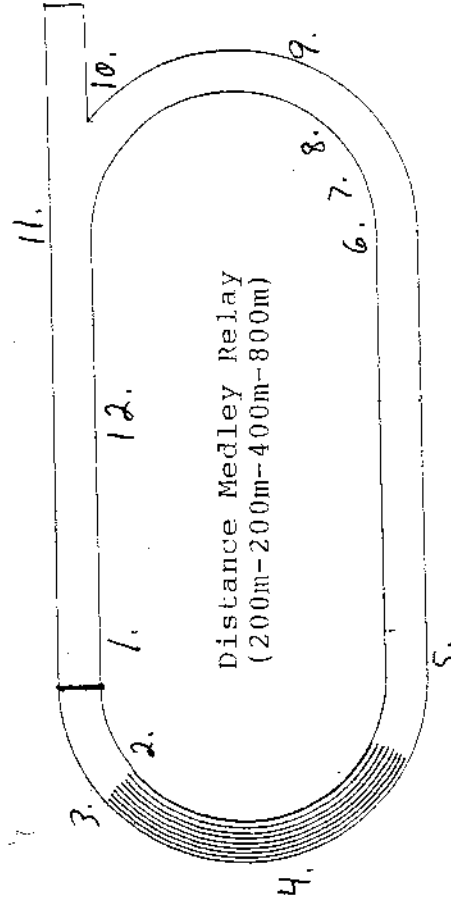
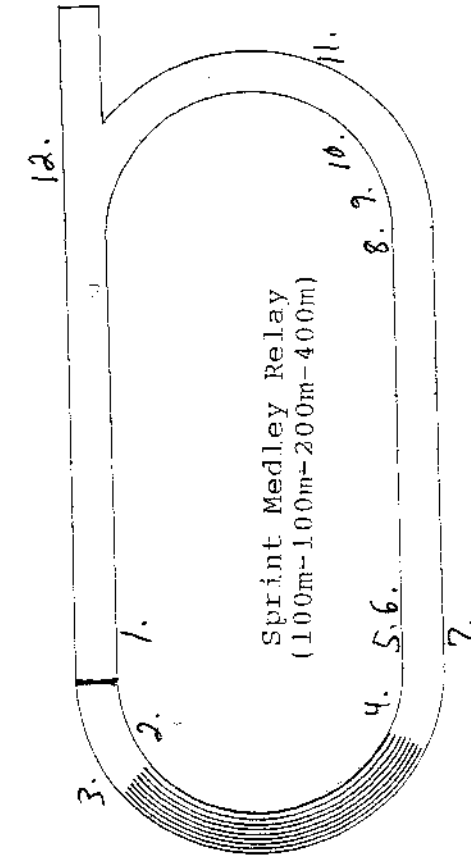
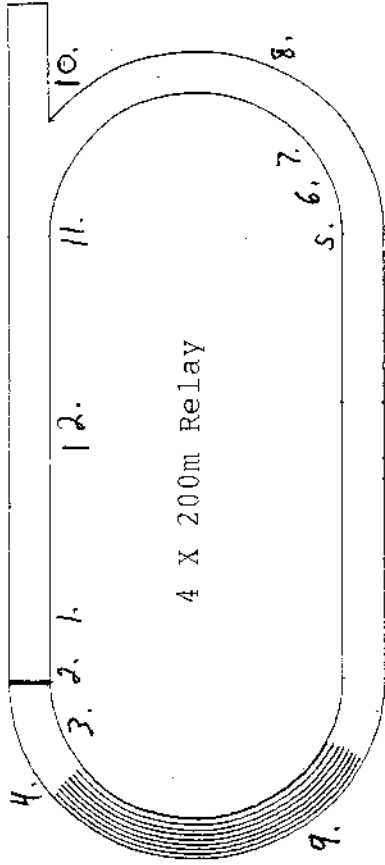
This set of diagrams is designed to be used with any number of umpires from 12 on down. For example: if you have 7 umpires, assign each umpire a number, 1 - 7. The umpires are to locate themselves for all events as illustrated by the numbers 1 - 7 on this set of diagrams.



UMPIRE ASSIGNMENTS

Full Crew of 12 Umpires

This set of diagrams is designed for use with a full crew of 12 umpires. Each umpire is assigned a number and is to be located as designated by his/her number for each event.



Incident-Report Card

(This information is formatted to be printed on both sides of a 4" X 6" index card.)

INCIDENT-REPORT CARD RELAYS

Event: _____ Prelim _____ Final _____

Heat/Section # _____ Lane/Runner _____

School _____ Uniform Color _____

Exchange: 1-2 2-3 3-4 IN OUT

Circle Foul:

1. Lined up outside zone
2. Passed baton too soon
3. Passed baton out of zone
4. Tossed baton
5. Dropped baton outside zone, wrong runner picked it up
6. Cut before break line
7. Ran out of lane
8. Running violation
9. Improper aid
10. Hurdling violation
11. Threw baton after race
12. Did not run through exchange zone (H. S. girls)
13. Unsportsmanlike or unacceptable conduct
14. Uniform violation
15. Jewelry violation
15. Other _____

INCIDENT-REPORT CARD INDIVIDUAL RUNNING EVENTS

Event: _____ Prelim _____ Final _____

Heat/Section # _____ Lane/Runner _____

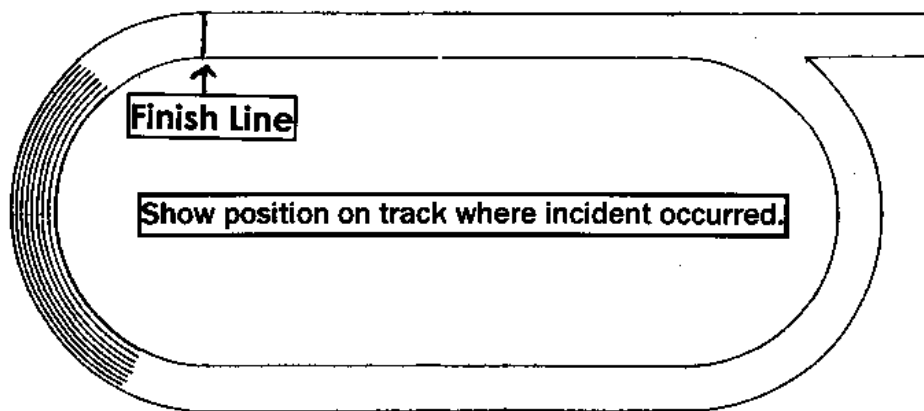
School _____ Uniform Color _____

Circle Foul:

1. Ran out of lane
2. Cut before break line
3. Fouled by
 - (A) Cutting in
 - (B) Impeding
 - (C) Swerving to avoid being passed
 - (D) Altered course to finish line causing A, B or C
 - (E) Forced way between runners
4. Hurdle violation: Trail leg too low, went around hurdle, pushed hurdle over w/hand, did not attempt to clear hurdle
5. Improper aid: pacing, timing, etc.
6. Unsportsmanlike or unacceptable conduct
7. Uniform violation
8. Jewelry violation
9. Other: _____

Complete this form on back side.

INCIDENT-REPORT CARD - BACK SIDE



COMMENTS: _____

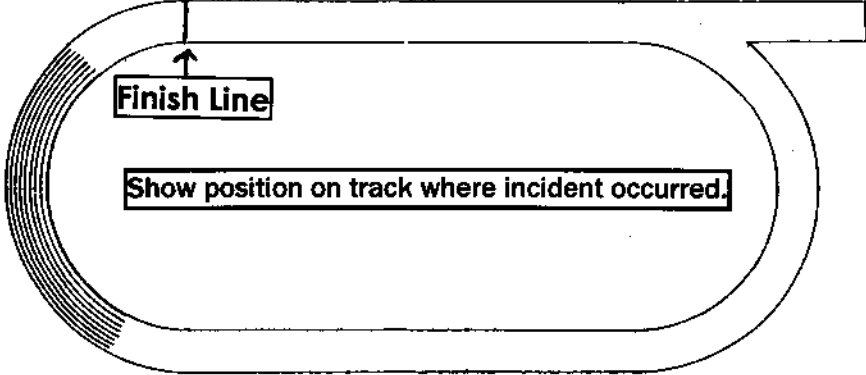
UMPIRE'S SIGNATURE: _____

Incident-Report Card

(This information is formatted to be printed on both sides of a 4" X 6" index card.)

<u>INCIDENT-REPORT CARD</u> <u>RELAYS</u>	<u>INCIDENT-REPORT CARD</u> <u>INDIVIDUAL RUNNING EVENTS</u>
Event: _____ Prelim _____ Final _____	Event: _____ Prelim _____ Final _____
Heat/Section # _____ Lane/Runner _____	Heat/Section # _____ Lane/Runner _____
School _____ Uniform Color _____	School _____ Uniform Color _____
Exchange: 1-2 2-3 3-4 IN OUT	Circle Foul:
Circle Foul:	1. Ran out of lane
1. Lined up outside zone	2. Cut before break line
2. Passed baton too soon	3. Fouled by
3. Passed baton out of zone	(A) Cutting in
4. Tossed baton	(B) Impeding
5. Dropped baton outside zone, wrong runner picked it up	(C) Swerving to avoid being passed
6. Cut before break line	(D) Altered course to finish line causing A, B or C
7. Ran out of lane	(E) Forced way between runners
8. Running violation	4. Hurdle violation: Trail leg too low, went around hurdle, pushed hurdle over w/hand, did not attempt to clear hurdle
9. Improper aid	5. Improper aid: pacing, timing, etc.
10. Hurdling violation	6. Unsportsmanlike or unacceptable conduct
11. Threw baton after race	7. Uniform violation
12. Did not run through exchange zone (H. S. girls)	8. Jewelry violation
13. Unsportsmanlike or unacceptable conduct	9. Other: _____
14. Uniform violation	
15. Jewelry violation	
15. Other _____	
	<u>Complete this form on back side.</u>

INCIDENT-REPORT CARD – BACK SIDE



COMMENTS: _____

UMPIRE'S SIGNATURE: _____

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track and Field Meets

FIELD EVENT JUDGES

The information for each field event has been condensed so that it can be formatted on two 8½ X 11 sheets of paper.

Reproduce the information on the front and back of a single sheet and laminate the sheet.

Include this laminated sheet on the clipboard for the specific field event identified. Virtually all the information necessary for field event officials to properly supervise and judge that event is included on this single sheet.

The starter/referee should arrive on site early enough to review this material with the head judge for each field event.

The National Federation allows for the use of “coaching boxes” if approved by the games committee. Please refer to rule (3-2-4g). **However, note that coaches boxes will not be used at any Regional/District meet or at the State meet.**

Athletes are prohibited by rule from warm-ups at a field event venue without an **adult** coach or event official present. **(Each athlete must be supervised either by his/her coach or an event official assigned to that venue.)**

The event officials should close the venue upon the completion of the event.

Meet management is encouraged to construct a wooden “X” from 2 x 4’s measuring 3 feet to 4 feet in length. The “X” should be painted red and placed as follows:

- on the take-off board of the long jump
- in the circle of the discus
- in the circle of the shot put
- in front of or on top of the high jump pad

When an “X” is placed in those positions it indicates that the field event venue is closed. Only an event official should be allowed to remove the “X” and open the field event venue. At the conclusion of the event the “X” should be replaced by an event official to indicate that the event is closed.

A large orange cone can be used in place of the wooden “X”.

The throwing sector for the discus and the shot put shall be 34.92 degrees. **When converting from either the 40° or 60° sector, the stopboard in the shot put can conform to the 34.92° sector, but it is not a requirement. If the stopboard being used still conforms to either the 40° or 60° sector, it must be clearly marked to delineate the sector lines on the stopboard. These lines must be placed equidistance from the ends of the stopboard.**

Following the Iowa Girls’ High School Athletic Union’s decision to utilize the National Federation Track and Field Rules Book, field event judges will now find almost total uniformity between boys’ and girls’ competition in the field events.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification. Information concerning any jewelry violation warning must be noted on the event result sheet. This information must also be communicated to the meet referee immediately.

When field event judges are calling up the next competitors, the proper sequence of commands should be: “<1st name> is up; <2nd name> is on deck; and <3rd name> is on hold (or on standby), “<1st name> you’re up”. The clock for the 1 minute time limit starts when the first competitor’s name is called the **second** time.

It would be helpful if your field event judges could receive copies of the rules and mechanics for their respective field events a few days before the meet. This would give them an opportunity to review the information in depth prior to the meet.

DISCUS – 2011

1. **Warming up or practice shall not be allowed in any throwing event venue unless supervised by an adult coach or official.**
 - First occurrence: Warning
 - Second occurrence: Disqualification from the event
 - Third occurrence: Disqualification from the meet
 2. **Each contestant shall be responsible for knowing the time schedule.**
 3. Contestants shall report promptly to the discus event judges at the designated location when the discus is announced.
 4. Contestants officially become competitors when they report to the discus event judges.
 5. **Contestants, who fail to report prior to the discus event judges starting competition, shall not be allowed to participate.**
 6. Each competitor shall be allowed three preliminary trials. In the finals each qualifier is allowed three additional trials. In meets with limited entries, the games committee may allow all competitors just four trials.
 7. The order in which competitors take their first trials shall be determined by lot or the games committee.
 8. The time limit for competitors excused to compete in another event shall be determined by the games committee. **Always record the time when a competitor leaves an event to compete in another event and the time when the competitor returns.**
 9. The time at which the preliminaries in the discus shall terminate, should be set by the games committee. Any competitor who does not complete all preliminary attempts within the time specified shall forfeit any remaining preliminary trials.
 10. If there are preliminaries and finals, the order of competition in the finals shall be the reverse of the best performances in the preliminaries; i.e. the competitor having the best preliminary performance will be last in order.
 11. The head discus official may change the order of competition to accommodate those who may be excused to participate in other events. Competitors may also be allowed to take more than one trial in succession under these circumstances. They may even be allowed to take preliminary and final trials in succession.
 12. When preliminaries are held, one or more competitors than there are scoring places shall qualify for the finals. All competitors tying for the last position shall be finalists.
 13. To be eligible to participate in the finals, a competitor shall have had at least one legal throw in the preliminaries.
 14. If a qualifying competitor withdraws from competition in the finals, no substitute may replace the withdrawn competitor.
 15. **The use of a protective cage is required for the discus in both high school and junior high school competition.**
 16. A trial is an attempt. Each competitor is allowed a specified number of trials.
 17. A flight is a round of trials for a group of competitors.
 18. To qualify is to win the right to participate in finals.
 19. **A foul throw is one which is counted as a trial but which is not measured.**
 20. **It is a foul if the competitor:**
 - a. After stepping into the circle, fails to pause before starting the throw.
 - b. After stepping into the circle, touches the circle, not including the inner face of the band, if one is used, or the ground outside the circle during a throw.
 - c. Throws the discus so it does not fall within the sector lines. **(The lines are “out of bounds”).**
 - d. Throws a discus which hits the cage and/or an object outside the sector before landing within the sector.
 - e. Is not under control before exiting the back half of the circle.
 - f. Leaves the circle before the implement has landed and the judge calls “mark”.
 - g. Fails to initiate a trial that is carried to completion within **1 minute** after being called for a trial, unless excused by the discus officials to participate in some other event.
 21. A competitor in the throwing events may enter and exit the circle without a foul provided it occurs within the time allowed for the trial and before the competitor starts his/her attempt beginning with a pause.
 22. The discus event judges shall be responsible for the judging and measuring of each legal throw of a competitor.
 23. Each legal throw shall be measured from the nearest edge of the first mark made by the discus, to the point on the inside edge of the **throwing circle** nearest such mark. Draw the measuring device through the center of the throwing circle where the two lines marking the throwing sector intersect. Measurements shall be recorded to the nearest lesser inch or even number centimeter. Measurement must be made with either a non-stretchable tape or certified scientific measurement device (laser). The judges shall hold the tape in such a way that the readings will be at the circle.
 24. **Meet management may place reference marks for records or qualifying marks adjacent to the sector.**
 25. To obtain a better grip, competitors are permitted to use chalk or an adhesive or similar substance such as rosin on their hands during competition.
 26. **Competitors shall not compete while using an illegal implement.**
 27. Taping of any part of the hands or fingers shall not be permitted unless there is an open wound that must be protected by tape. Taping of the wrist is permissible.
 28. Gloves are not permitted. However, a support belt may be worn.
 29. **Competitors shall not be allowed to view videotape or any other visual reproduction of the competitor’s performance, prior to the completion of competition.**
 30. **Each competitor is required to wear a legal uniform. A competitor shall not compete while wearing an illegal uniform.**
 31. **Uniforms shall be worn as intended by the manufacturers. They should be worn “right side out”. Boys are not allowed to roll over the waistbands of the shorts. Girls are allowed to roll over the waistband of their shorts (however, the waistbands must be worn above the hips). **The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.****
- A uniform shall consist of:**
- A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length track top and track bottom or one-piece uniform issued by the school.

1. **Teammates' bottoms may vary in length and style but must be the same color.**
 2. Loose-fitting, boxer-type bottom, one-piece uniform and closed-leg briefs are acceptable.
 3. Top, bottom or one-piece uniform may have school identification and the top may have the competitor's name.
 4. When numbers are used, each competitor shall wear the assigned, unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer's logo/trademark/reference, no more than 2 ¼ square inches with no dimension more than 2 ¼ inches is permitted on the uniform top or bottom or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Any visible apparel worn underneath** the top or bottom or one-piece uniform must unadorned (except for a single school name, school insignia, or manufacturer's logo, none of which can be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and be of a single solid color. Visible apparel worn under the top and the bottom **do not** have to be the same color.
 10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.
 11. **The waistband of a competitor's bottom shall be worn above the hips.**
 12. **Bare midriffs are not acceptable.**
- C. **No part of the uniform, excluding shoes, shall be removed in or near the area of competition.**

(Note: failure to wear a proper uniform disqualifies the competitor from the discus event not just that attempt.)

32. **With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition.** Jewelry includes, but is not limited to, bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**
- Religious medallions or bracelets may be worn if taped to the body.
 - Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification from the event. Information concerning any jewelry violation warning must be noted on the event result sheet. This information must also be communicated to the meet referee immediately.

33. To place in the discus a competitor must have had at least one legal throw.
34. Competitors shall be credited with their best performance regardless of whether this occurs in the preliminaries or finals.
35. When there is a tie in the final standings of the discus, places and points scored shall be awarded as follows:
First tie-breaker: If the distance resulting from the best performance of competitors is identical, the higher place is awarded to the tying competitor whose second-best performance is better from either the preliminary trials or the finals.
Second tie-breaker: If the second-best performances are also identical, the higher place is awarded to the tied competitor whose third-best performance is better than the third-best performance of any tied competitor, etc.
36. If after applying the above criteria, there is still a tie by any of the competitors for any scoring places, the points for tied places shall be added together and divided by the number of competitors who are involved in the tie.
37. A record will be recognized for each competitor when two or more tie at the record distance even though the points and places in the event are determined by the method of breaking ties. A record is valid whether made in the preliminaries or the finals.
38. **A competitor; who is bleeding, has an open wound or an excessive amount of blood on the uniform, may complete the discus attempt.** However, the competitor shall not participate further until appropriate treatment has been administered and/or the excess blood has been removed from the uniform.
39. The head discus official must sign the event card, indicating all the place winners.
40. **Unacceptable conduct** by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using non-excessive profanity which is not directed at someone or any action which could bring discredit to the individual or his school.
Unacceptable conduct shall result in disqualification from the event.
41. **Unsportsmanlike conduct** is behavior, which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent or an official, the use of excessive profanity or profanity directed at some one. This shall apply to all coaches, contestants and other school/team personnel. **Unsportsmanlike conduct shall result in disqualification from the event and any further competition in the meet.**
42. A field event begins at a time designated by the games committee and concludes and is considered official when the places have been determined and the results have been recorded by the field event judge.
43. At the conclusion of the discus there shall be no further practice and implements shall be removed from the area.

In situations where a disqualification is obvious, and in the absence of a field event referee or a head field event judge over-seeing all of the field events, notify the competitor of his/her disqualification and the reason for it. Make note of the disqualification and the **specific** reason for it on the result sheet. Pass this information on to the referee so he/she can verify the disqualification and be prepared to discuss it with the competitor's coach. In situations where the disqualification is not obvious, **immediately** notify the referee. **The referee will make the determination if a disqualification is justified.** Whenever possible the head discus judge should stay at the event location and continue the competition.

HIGH JUMP - 2011

1. **Warming up or practice shall not be allowed in any jumping venue unless supervised by an adult coach or official.**
 - First occurrence: Warning
 - Second occurrence: Disqualification from the event
 - Third occurrence: Disqualification from the meet
2. **Each contestant shall be responsible for knowing the time schedule.**
3. A bungee cord manufactured for use in the high jump and for the standards in use may be used during warm-ups, as approved by the games committee.
4. Contestants shall report promptly to the high jump event judges at the designated location when the high jump is announced.
5. Contestants officially become competitors when they report to the high jump event judges.
6. **Contestants, who fail to report prior to the high jump event judges starting competition, shall not be allowed to participate.**
7. The order in which competitors take their first trials shall be determined by lot or the games committee.
8. The head high jump official may change the order of competition to accommodate those who may be excused to participate in other events.
9. The time limit for competitors excused to compete in another event shall be determined by the games committee. **Always record the time when a competitor leaves an event to compete in another event and the time when the competitor returns.** When that time limit has been met, the bar will be raised to the next level. Upon their return, the excused competitors must make their next attempt at whatever height the bar is currently set at. **UNDER NO CIRCUMSTANCES SHOULD THE BAR BE LOWERED TO A PREVIOUS HEIGHT TO ACCOMODATE THOSE COMPETING IN OTHER EVENTS.** It is unfair for other competitors to wait unreasonably long periods of time for excused competitors to return. **THE ONLY TIME THE BAR CAN BE LOWERED IS WHEN COMPETITORS JUMP-OFF A TIE CONCERNING FIRST PLACE.**
10. A trial is an attempt. Each competitor is allowed a maximum of three trials at any one height. The competitor may use all three trials or elect to pass at any of them. Unless the competitor has had three unsuccessful trials at a given height, the competitor may elect to pass a height and take the remaining trial or trials at a subsequent height. **A competitor is eliminated as soon as he/she has had three consecutive unsuccessful trials, regardless of the height or heights at which the unsuccessful trials were attempted. The decision to pass a trial shall be communicated to the high jump judge before the clock is started.** All previous failures are disregarded as soon as the competitor legally clears the bar.
11. A competitor, who has passed at least three consecutive heights after the competition has begun, may be permitted one warm-up jump without the crossbar in place but shall enter the competition at that height. Such a warm-up must be taken at a height change.
12. The judges shall place the crossbar at the starting height as determined by the games committee. When only one competitor remains in the competition, the competitor may determine successive heights of the crossbar.
13. A competitor may attempt to clear the bar in any manner, provided the takeoff is from one foot and provided no weights or artificial aids are used. All of the competitor's body must go over the bar.
14. **AFTER COMPETITION HAS STARTED, THE BAR SHALL NOT BE LOWERED, EXCEPT TO DETERMINE A FIRST-PLACE WINNER WHEN A TIE FOR THAT PLACE IS INVOLVED.**
15. An accurate measurement of the height of the crossbar shall be taken before each record attempt. Any displaced crossbar should be placed on the standards in exactly the same position as before the displacement. To ensure this, one face of the crossbar should be marked for identification.
16. Measurements shall be recorded to the nearest lesser $\frac{1}{4}$ inch or centimeter. Measurements shall be made with a nonstretchable tape or a certified scientific measurement device (laser). Measurement of the official height shall be from a point on the same level as the takeoff to the lowest point on the upper side of the crossbar.
17. **It is a foul and an unsuccessful trial is charged, if the competitor:**
 - a. Displaces the crossbar in an attempt to clear it.
 - b. Touches the ground or landing area beyond the plane of the crossbar, or the crossbar extended, without clearing the bar.
 - c. After clearing the bar, contacts the upright and displaces the crossbar or steadies the bar.
 - d. Fails (total body) to go over the bar.
 - e. Fails to initiate a trial that is carried to completion within **1 minute** after being called for a trial, unless excused by the long jump officials to participate in some other event. When three or fewer competitors remain in the competition, the contestants are allowed three minutes. When only one competitor remains he will be allowed five minutes to initiate a jump.
18. **WHEN THERE IS A TIE IN THE HIGH JUMP,** places and points scored shall be awarded as follows:
 - First tiebreaker:** The competitor with the fewest number of trials for the height at which the tie occurs, i. e., the last height successfully cleared, shall be awarded the higher place.
 - Second tiebreaker:** If the tie remains, the competitor with the fewest total number of unsuccessful trials throughout the competition, up to and including the height last cleared, shall be awarded the higher place.
 - Passed trials shall not count as misses.**If the tie remains after applying both tiebreakers listed above and:
 1. **If it concerns first place,** the competitors tying shall make one more attempt at the height at which they failed. If no decision is reached, the bar shall be lowered by one (1) inch increments. If two or more of the tying contestants cleared the height, the bar shall be raised by intervals of one (1) inch. Each competitor shall attempt one trial at each height until a winner is determined.
 2. **If the tie concern any place other than first place, the competitors shall be awarded the same place.**
 3. A competitor shall be credited with his best achievement if it occurs in a jump-off for first place.

Note 1: If the height which the competitors last attempted is not the same, because of a passed height by one or more of the remaining competitors, the bar shall be lowered to the lowest height last attempted by any of the remaining competitors to begin the jump-off.

Note 2: No passed heights shall be permitted in the jump-offs.

If there is a tie by any of the competitors for any scoring places, the points for tied places will be added together and divided by the number of competitors who are involved in the tie.

19. The games committee shall specify the marking materials, if any, that may be used, as well as the number and location of the individual check marks.
20. **Competitors shall not be allowed to view videotape or any other visual reproduction of the competitor's performance, prior to the completion of competition.**
21. **Each competitor is required to wear a legal uniform. A competitor shall not compete while wearing an illegal uniform.**
22. **Uniforms shall be worn as intended by the manufacturers. They should be worn "right side out". Boys are not allowed to roll over the waistbands of the bottoms. Girls are allowed to roll over the waistband of their bottoms (however, the waistbands must be worn above the hips). The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect. A uniform shall consist of:**
 - A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length track top and track bottom or one-piece uniform issued by the school.
 1. **Teammates' bottoms may vary in length and style but must be the same color.**
 2. Loose-fitting, boxer-type bottoms, one-piece uniforms and closed-leg briefs are acceptable.
 3. The top and bottom or one-piece uniform may have school identification the top may have competitor's name.
 4. When numbers are used, each competitor shall wear the assigned, unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer's logo/trademark/reference, no more than 2 ¼ square inches with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Any visible apparel worn under the top or bottom or one-piece uniform must be unadorned (except for a single school name, school insignia, or manufacturer's logo, none of which can be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and be of a single solid color. Visible apparel worn under the top and bottom do not have to be the same color.**
 10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.
 11. **The waistband of a competitor's bottoms shall be worn above the hips.**
 12. **Bare midriffs are not acceptable.**
 - C. **No part of the uniform, excluding shoes, shall be removed in or near the area of competition.**

(Note: failure to wear a proper uniform disqualifies the competitor from the high jump event not just that attempt.)

23. **With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition.** Jewelry includes, but is not limited to, bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**
 - Religious medallions or bracelets may be worn if taped to the body.
 - Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification from the event. Information concerning any jewelry violation warning must be noted on the event result sheet. This information must also be communicated to the meet referee immediately.

24. To place in the high jump a competitor must have had at least one successful jump.
25. A record will be recognized for each competitor when two or more tie at the record height even though the points and places in the event are determined by the method of breaking ties. A record is valid even when it is made in a jump-off for first place.
26. **A competitor; who is bleeding, has an open wound or an excessive amount of blood on the uniform, may complete the high jump trial.** However, the competitor shall not participate further until appropriate treatment has been administered and/or the excessive blood has been removed from the uniform.
27. The head high jump official must sign the event card, indicating all the place winners.
28. **Unacceptable conduct by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using non-excessive profanity which is not directed at someone or any action which could bring discredit to the individual or his school. Unacceptable conduct shall result in disqualification from the event.**
29. **Unsportsmanlike conduct is behavior, which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent or an official, the use of excessive profanity or profanity directed at some one. This shall apply to all coaches, contestants and other school/team personnel. Unsportsmanlike conduct shall result in disqualification from the event and any further competition in the meet.**
30. A field event begins at a time designated by the games committee and concludes and is considered official when the places have been determined and the results have been recorded by the field event judge.
31. At the conclusion of the high jump there shall be no further practice allowed on the approach apron or the landing pit.

In situations where a disqualification is obvious, and in the absence of a field event referee or a head field event judge over-seeing all of the field events, notify the competitor of his/her disqualification and the reason for it. Make note of the disqualification and the **specific** reason for it on the result sheet. Pass this information on to the referee so he/she can verify the disqualification and be prepared to discuss it with the competitor's coach. In situations where the disqualification is not obvious, **immediately** notify the referee. **The referee will make the determination if a disqualification is justified.** Whenever possible the head high jump judge should stay at the event location and continue the competition.

LONG JUMP - 2011

1. **Warming up shall not be allowed in any jumping venue until supervised by an adult coach or official.**
 - First occurrence: Warning
 - Second occurrence: Disqualification from the event
 - Third occurrence: Disqualification from the meet
2. **Each contestant shall be responsible for knowing the time schedule.**
3. Contestants shall report promptly to the long jump event judges at the designated location when the long jump is announced.
4. Contestants officially become competitors when they report to the long jump event judges.
5. **Contestants, who fail to report prior to the long jump event judges starting competition, shall not be allowed to participate.**
6. Each competitor shall be allowed three preliminary trials. In the finals each qualifier is allowed three additional trials. In meets with limited entries, the games committee may allow all competitors just four trials.
7. The order in which competitors take their first trials shall be determined by lot or the games committee.
8. The head long jump official may change the order of competition to accommodate those who may be excused to participate in other events. Competitors may also be allowed to take more than one trial in succession under these circumstances. They may even be allowed to take preliminary and final trials in succession.
9. The time limit for competitors excused to compete in another event shall be determined by the games committee. **Always record the time when a competitor leaves an event to compete in another event and the time when the competitor returns.**
10. The time at which the preliminaries in the long jump shall terminate should be set by the games committee. Any competitor who does not complete all preliminary attempts within the time specified shall forfeit any remaining preliminary trials.
11. If there are preliminaries and finals, the order of competition in the finals shall be the reverse of the best performances in the preliminaries; i.e. the competitor having the best preliminary performance will be last in order.
12. When preliminaries are held, one or more competitors than there are scoring places shall qualify for the finals. All competitors tying for the last position shall be finalists.
13. To be eligible to participate in the finals, a competitor shall have had at least one legal jump in the preliminaries.
14. If a qualifying competitor withdraws from competition in the finals, no substitute may replace the withdrawn competitor.
15. A trial is an attempt. Each competitor is allowed a specified number of trials.
16. A flight is a round of trials for a group of competitors.
17. To qualify is to win the right to participate in finals.
18. **A foul jump is one which is counted as a trial but which is not measured.**
19. **It is a foul if the competitor:**
 - a. Allows his/her shoe to extend over the scratch line or make a mark in front of it on the takeoff.
 - b. Runs across the scratch line, or the scratch line extended.
 - c. Does not keep his/her head in the superior position, i.e., no somersault.
 - d. In the process of landing or leaving the pit, touches the ground outside the landing nearer the scratch line than the nearest mark made in the landing pit.
 - e. Fails to initiate a trial that is carried to completion within **1 minute** after being called for a trial, unless excused by the long jump officials to participate in some other event.
20. The long jump event judges shall be responsible for the judging and measuring of each legal trial of a competitor.
21. Each legal jump shall be measured perpendicularly in a straight line from the edge of the takeoff board, or its' extension, nearest the landing pit to the mark in the landing pit, made by the competitor, nearest the takeoff board. Measurements shall be recorded to the nearest lesser ¼ inch or centimeter. Measurement must be made with either a non-stretchable tape or certified scientific measurement device (laser).
22. **Markers may be placed alongside the runway, but not on it.**
23. **Meet management may place reference marks for records or qualifying marks adjacent to the landing pit.**
24. **Competitors shall not be allowed to view videotape, or any other visual reproduction of the competitor's performance, prior to the completion of competition.**
25. **Each competitor is required to wear a legal uniform. A competitor shall not compete while wearing an illegal uniform.**
26. **Uniforms shall be worn as intended by the manufacturers. They should be worn "right side out". Boys are not allowed to roll over the waistbands of the bottoms. Girls are allowed to roll over the waistband of their bottoms (however, the waistbands must be worn above the hips). Tops must hang below or be tucked into the waistband of the bottom when the competitor is standing erect. **A uniform shall consist of:****
- A. Shoes (slippers or socks do not meet this requirement).
- B. Full-length **track** top and **track** bottom or one-piece uniform issued by the school.
 1. **Teammates' bottoms may vary in length and style but must be the same color.**
 2. Loose-fitted, boxer-type bottoms, one-piece uniforms and closed-leg briefs are acceptable.
 3. The top and bottom or one-piece uniform may have school identification and the top may have competitor's name.
 4. When numbers are used, each competitor shall wear the assigned, unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.

6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer's logo/trademark/reference, no more than 2 ¼ square inches with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Any visible apparel worn under** the top or bottom or one-piece uniform must be unadorned (except for a single school name, school insignia, or manufacturer's logo; none of which may be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and of a single solid color. Visible apparel worn under the top and bottom **do not** have to be the same color.
 10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.
 11. **The waistband of a competitor's bottoms shall be worn above the hips.**
 12. **Bare midriffs are not acceptable.**
- C. **No part of the uniform, excluding shoes, shall be removed in or near the area of competition.**

(Note: failure to wear a proper uniform disqualifies the competitor from the long jump event, not just that attempt.)

27. **With the exception of watches and unadorned bobby pins and flat clips 2 inches or less, jewelry is not allowed in competition.** Jewelry includes, but is not limited to, bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**
- Religious medallions or bracelets may be worn if taped to the body.
 - Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification from the event. Information concerning any jewelry violation warning must be noted on the event result sheet. This information must also be communicated to the meet referee immediately.

28. To place in the long jump a competitor must have had at least one successful jump.
29. Competitors shall be credited with their best performance regardless of whether this occurs in the preliminaries or finals.
30. When there is a tie in the final standings of the long jump, places and points scored shall be awarded as follows:
First tie-breaker: If the distance resulting from the best performance of competitors is identical, the higher place is awarded to the tying competitor whose second-best performance is better from either the preliminary trials or the finals.
Second tie-breaker: If the second-best performances are also identical, the higher place is awarded to the tied competitor whose third-best performance is better than the third-best performance of any tied competitor, etc.
31. If after applying the above criteria, there is still a tie by any of the competitors for any scoring places, the points for tied places shall be added together and divided by the number of competitors who are involved in the tie.
32. A record will be recognized for each competitor when two or more tie at the record distance even though the points and places in the event are determined by the method of breaking ties. A record is valid even when it is made in a preliminary trial.
33. **A competitor; who is bleeding, has an open wound or an excessive amount of blood on the uniform, may complete the long jump trial.** However, the competitor shall not participate further until appropriate treatment has been administered and/or the excessive blood has been removed from the uniform.
34. The head long jump official must sign the event card, indicating all the place winners.
35. **Unacceptable conduct** by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using non-excessive profanity which is not directed at someone or any action which could bring discredit to the individual or his school. **Unacceptable conduct shall result in disqualification from the event.**
36. **Unsportsmanlike conduct** is behavior, which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent or an official, the use of excessive profanity or the use of profanity directed at some one. This shall apply to all coaches, contestants and other school/team personnel. **Unsportsmanlike conduct shall result in disqualification from the event and any further competition in the meet.**
37. A field event begins at a time designated by the games committee and concludes and is considered official when the places have been determined and the results have been recorded by the field event judge.
38. At the conclusion of the long jump there shall be no further practice allowed on the approach runway or in the landing pit.

In situations where a disqualification is obvious, and in the absence of a field event referee or a head field event judge over-seeing all of the field events, notify the competitor of his/her disqualification and the reason for it. Make note of the disqualification and the **specific** reason for it on the result sheet. Pass this information on to the referee so he/she can verify the disqualification and be prepared to discuss it with the competitor's coach. In situations where the disqualification is not obvious, **immediately** notify the referee. **The referee will make the determination if a disqualification is justified.** Whenever possible the head long jump judge should stay at the event location and continue the competition.

SHOT PUT – 2011

1. **Warming up or practice shall not be allowed in any throwing venue unless supervised by an adult coach or official.**
 - First occurrence: Warning
 - Second occurrence: Disqualification from the event
 - Third occurrence: Disqualification from the meet
2. **Each contestant shall be responsible for knowing the time schedule.**
3. Contestants shall report promptly to the shot put event judge at the designated location when the shot put is announced.
4. Contestants officially become competitors when they report to the shot put event judges.
5. **Contestants, who fail to report prior to the shot put event judges starting competition, shall not be allowed to participate.**
6. Each competitor shall be allowed three preliminary trials. In the finals each qualifier is allowed three additional trials. In meets with limited entries, the games committee may allow all competitors just four trials.
7. The order in which competitors take their first trials shall be determined by lot or the games committee.
8. The time limit for competitors excused to compete in another event shall be determined by the games committee. **Always record the time when a competitor leaves an event to compete in another event and the time when the competitor returns.**
9. The time at which the preliminaries in the shot put shall terminate, should be set by the games committee. Any competitor who does not complete all preliminary attempts within the time specified shall forfeit any remaining preliminary trials.
10. If there are preliminaries and finals, the order of competition in the finals shall be the reverse of the best performances in the preliminaries; i.e. the competitor having the best preliminary performance will be last in order.
11. The head shot put official may change the order of competition to accommodate those who may be excused to participate in other events. Competitors may also be allowed to take more than one trial in succession under these circumstances. They may even be allowed to take preliminary and final trials in succession.
12. When preliminaries are held, one or more competitors than there are scoring places shall qualify for the finals. All competitors tying for the last position shall be finalists.
13. To be eligible to participate in the finals, a competitor shall have had at least one legal throw in the preliminaries.
14. If a qualifying competitor withdraws from competition in the finals, no substitute may replace the withdrawn competitor.
15. A trial is an attempt. Each competitor is allowed a specified number of trials.
16. A flight is a round of trials for a group of competitors.
17. To qualify is to win the right to participate in finals.
18. **A foul throw is one which is counted as a trial but which is not measured.**
19. **It is a foul if the competitor:**
 - a. After stepping into the circle, fails to pause before starting the put.
 - b. After stepping into the circle, touches the circle, not including the inner face of the stopboard or the band, if one is used, or the ground outside the circle during a put.
 - c. Allows the shot to drop behind or below the shoulder during the put attempt.
 - d. Touches the top or end of the stopboard before the put is marked.
 - e. Puts the shot so it does not fall within the sector lines. **(The lines are “out of bounds”).**
 - f. Is not under control before exiting the back half of the circle.
 - g. Leaves the circle before the implement has landed and the judge calls “mark”.
 - h. Fails to initiate a trial that is carried to completion within **1 minute** after being called for a trial, unless excused by the shot put officials to participate in some other event.
20. A competitor in the throwing events may enter and exit the circle without a foul provided it occurs within the time allowed for the trial and before the competitor starts his/her attempt beginning with a pause.
21. The shot put event judges shall be responsible for the judging and measuring of each legal put of a competitor.
22. Each legal throw shall be measured from the nearest edge of the first mark made by the shot, to **the inside edge of the stopboard** nearest such mark. Draw the measuring device through the center of the throwing circle where the two lines marking the throwing sector intersect. Measurements shall be recorded to the nearest lesser 1/4 inch or centimeter. Measurement must be made with either a non-stretchable tape or certified scientific measurement device (laser). The judges shall hold the tape in such a way that the readings will be at the circle.
23. **Meet management may place reference marks for records or qualifying marks adjacent to the sector.**
24. To obtain a better grip, competitors are permitted to use chalk or an adhesive or similar substance such as rosin on their hands during competition.
25. **Competitors shall not compete while using an illegal implement.**
26. Taping of any part of the hands or fingers shall not be permitted unless there is an open wound that must be protected by tape. Taping of the wrist is permissible.
27. Gloves are not permitted. However, a support belt may be worn.
28. **Competitors shall not be allowed to view videotape, or any other visual reproduction of the competitor’s performance, prior to the completion of competition.**
29. **Each competitor is required to wear a legal uniform. A competitor shall not compete while wearing an illegal uniform.**
30. **Uniforms shall be worn as intended by the manufacturers. They should be worn “right side out”. Boys are not allowed to roll over the waistbands of the shorts. Girls are allowed to roll over the waistband of their shorts (however, the waistbands must be worn above the hips). **Tops must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.****
31. **A uniform shall consist of:**
 - A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length **track** top and **track** bottom or one-piece uniform issued by the school.

1. **Teammates' bottoms may vary in length and style but must be the same color.**
 2. Loose-fitted, boxer-type bottom, one-piece uniform and closed-leg briefs are acceptable.
 3. Top, bottom or one-piece uniforms may have school identification and the top may have the competitor's name.
 4. When numbers are used, each competitor shall wear his/her assigned, unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. While a single manufacturer's logo/trademark/reference, no more than 2 ¼ square inches with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Any visible apparel worn underneath** the top, bottom or one-piece uniform must be unadorned (except for a single school name, school insignia, or manufacture's logo; none of which may be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and of a single solid color. Visible apparel worn under the top and the bottom **do not** have to be the same color.
 10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.
 11. **The waistband of a competitor's bottom shall be worn above the hips.**
 12. **Bare midriffs are not acceptable.**
- C. **No part of the uniform, excluding shoes, shall be removed in or near the area of competition.**

(Note: failure to wear a proper uniform disqualifies the competitor from the shot put event not just that attempt.)

32. **With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition.** Jewelry includes, but is not limited to, bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**
- Religious medallions or bracelets may be worn if taped to the body.
 - Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification from that event. Information concerning any jewelry violation warning must be noted on the event result sheet. This information must also be communicated to the meet referee immediately.

32. To place in the shot put a competitor must have had at least one legal put.
33. Competitors shall be credited with their best performance regardless of whether this occurs in the preliminaries or finals.
34. When there is a tie in the final standings of the shot put, places and points scored shall be awarded as follows:
First tie-breaker: If the distance resulting from the best performance of competitors is identical, the higher place is awarded to the tying competitor whose second-best performance is better from either the preliminary trials or the finals.
Second tie-breaker: If the second-best performances are also identical, the higher place is awarded to the tied competitor whose third-best performance is better than the third-best performance of any tied competitor, etc.
35. If after applying the above criteria, there is still a tie by any of the competitors for any scoring places, the points for tied places shall be added together and divided by the number of competitors who are involved in the tie.
36. A record will be recognized for each competitor when two or more tie at the record distance even though the points and places in the event are determined by the method of breaking ties. A record is valid whether made in the preliminaries or the finals.
37. **A competitor; who is bleeding, has an open wound or an excessive amount of blood on the uniform, may complete the discus attempt.** However, the competitor shall not participate further until appropriate treatment has been administered and/or the excess blood has been removed from the uniform.
38. The head shot put official must sign the event card, indicating all the place winners.
39. **Unacceptable conduct** by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using non-excessive profanity which is not directed at someone or any action which could bring discredit to the individual or his school.
Unacceptable conduct shall result in disqualification from the event.
40. **Unsportsmanlike conduct** is behavior, which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent or an official, the use of excessive profanity or profanity which is directed at some one. This shall apply to all coaches, contestants and other school/team personnel.
Unsportsmanlike conduct shall result in disqualification from the event and any further competition in the meet.
41. A field event begins at a time designated by the games committee and concludes and is considered official when the places have been determined and the results have been recorded by the field event judge.
42. At the conclusion of the shot put there shall be no further practice and implements shall be removed from the area.

In situations where a disqualification is obvious, and in the absence of a field event referee or a head field event judge overseeing all the field events, notify the competitor of his/her disqualification and the reason for it. Make note of the disqualification and the **specific** reason for it on the result sheet. Pass this information on to the referee so he/she can verify the disqualification and be prepared to discuss it with the competitor's coach. In situations where the disqualification is not obvious, **immediately** notify the referee. **The referee will make the determination if a disqualification is justified.** Whenever possible the head shot put judge should stay at the event location and continue the competition.

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track and Field Meets

TIMERS

Prior to the start of the meet the head timer should review the following information with all timers.

1. One person shall be designated as the head timer.
2. Electric or digital timers which measure one one-hundredth of a second must be used. With timers that measure one one-thousandth of a second, simply drop the one-thousandth reading. (Example: 22.347 will be recorded as 22.34.)
3. The proper procedure for starting, stopping and clearing a stopwatch should be reviewed.
4. The proper procedure for **when to clear** the watches and **when not to clear** them should be reviewed.
5. It is recommended that there be at least two timers for each place. Many larger meets provide three timers for first place. If it is not possible to recruit this many timers, provide two timers for first place and one timer for each of the other places.
6. If two watches agree and the third (if there is one) disagrees, the time indicated by the two is considered the official time.
7. If all (3) of the watches disagree, the time indicated by the watch showing the middle time is official.
8. When only two watches record a time, the slower time shall be recorded.

9. When Fully Automatic Timing (FAT) equipment is used, the time shall be recorded in one one-hundredths of a second. In determining qualifiers for a subsequent round, timing to one thousandth of a second may be used.
11. If FAT and manual times must be integrated, a conversion factor of .24 must be added (i.e., $MT + .24 = FAT$).
12. The official time of a race starts with the firing of a pistol, which provides smoke or the visible flash from an electronic, gunless device. Upon sighting the smoke or flash, the timers should start their watches.
13. Competitors officially "finish" a race when any part of their bodies, i.e., "torso" as distinguished from head, neck, legs, feet or hands, reaches the first edge of the finish line. When a competitor reaches this first edge of the finish line, the timers responsible for timing that competitor should stop their watches.
14. Immediately after the finish of the race, timers shall present their watches to the head timer, who will record the official time. **Timers should not give participants their times.** This practice slows down the process of recording the results of each race, which in turn slows down the entire meet.
15. Upon the completion of recording the results of each race, the head timer shall verbally instruction all timers to clear their watches.
16. Timers should then properly position themselves to observe the start of the next race.

It is recommended that the above information be taped to the back of the head timer's clipboard and also be distributed to all timers.

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Track and Field Meets

FINISH JUDGES **(PICKERS)**

The head field event judge should review the following information with all finish judges prior to the start of the meet.

1. One person shall be designated as the Head Finish Judge.
2. The head finish judge shall designate the places to be picked by the finish judges.
3. At least two judges shall be assigned to each place to be scored, and they should be positioned on opposite sides of the track.
4. The judges shall pick one or more places than the number to be scored.
5. Without consulting other judges, each finish judge shall write the number or numbers of the place winner they selected on a card and hand the card to the head finish judge.
6. Competitors officially "finish" a race when any part of their bodies, i.e., "torso" as distinguished from head, neck, legs, feet or hands, reaches the first edge of the finish line. Judges shall make their selections based on this criteria.
7. The decision of any judge picking the higher scoring place shall overrule the decision of any judge(s) picking a lower scoring place.
8. The head finish judge shall view the finish of each race as a whole. Should a place winner be overlooked, the head finish judge may place a competitor in the position in which the head finish judge saw the competitor finish. The head finish judge may make such a decision only if the other judges cannot determine the matter.

9. Proper procedure dictates that judges concentrate on the competitors until they are all within 10 meters of the finish line. The judges should then watch the finish line.
10. In races 400 meters or longer, it is recommended one judge select the first competitor to finish, another judge select the first and second to finish, another judge select second and third, another the third and fourth, etc.
11. At the conclusion of the race, the head finish judge shall certify the order in which the competitors finish.
12. The decision of the judges shall be final and without appeal except for possible action taken by the head finish judge, referee, or the jury of appeals, whoever is so designated as the final board of appeals.

It is recommended that the above information be included in the finish judge packet.

STORM LAKE INVITATIONAL

Thursday, April 28, 2011

(Field events begin at 5:00. All running events are finals. Except for both shuttle hurdle relays, all races finish on the common white finish line.)

Time*	Event	Laps	Heats	Starts and exchanges
5:15	Girls' 3000m Run	7½	1	Start on white waterfall, runners cut ASAP
5:30	Boys' 4 x 800m Relay	8	1	Start on yellow, 1 turn stagger, cut at break-line, all exchanges are blue line to blue line
5:45	Girls' 4 x 800m Relay	8	1	Start on yellow, 1 turn stagger, cut at break-line, all exchanges are blue line to blue line
6:00	Boys' 3200m Run	8	1	Start on white waterfall, runners cut ASAP
6:15	Boys' Shuttle Hurdle Relay	-	2	Runners 1 & 3 start on blue - South, runners 2 & 4 start on blue - North, odd lanes run from south, even lanes run from north, hurdles @ 33" on blue
6:25	Girls' Shuttle Hurdle Relay	-	2	Runners 1 & 3 start on yellow - South, runners 2 & 4 start on yellow - North, odd lanes run from south, even lanes run from north, hurdles @ 33" on yellow
6:35	Girls' 100m Dash	-	2	Start on yellow
6:40	Boys' 100m Dash	-	2	Start on yellow
6:45	Girls' Distance Med. Relay (200-200-400-800)	4	1	Start on blue, 3 turn stagger, 1 st exchange is white, 2 nd exchange is white (400m runner cuts @ break-line), 3 rd exchange is blue to blue (common)
6:55	Girls' 400m Dash	1	2	Start on white, 2 turn stagger, lanes all the way
7:03	Boys' 400m Dash	1	2	Start on white, 2 turn stagger, lanes all the way
7:10	Girls' JV 4 x 200m Relay	2	1	Start on red, 4 turn stagger, 1 st & 2 nd exchanges are red, 3 rd exchange is yellow
7:15	Boys' JV 4 x 200m Relay	2	1	Start on red, 4 turn stagger, 1 st & 2 nd exchanges are red, 3 rd exchange is yellow
7:20	Girls' 4 x 200m Relay	2	1	Start on red, 4 turn stagger, 1 st & 2 nd exchanges are red, 3 rd exchange is yellow
7:25	Boys' 4 x 200m Relay	2	1	Start on red, 4 turn stagger, 1 st & 2 nd exchanges are red, 3 rd exchange is yellow
7:30	Girls' 100m Hurdles	-	2	Start on yellow, hurdles @ 33" on yellow marks
7:35	Boys' 110m High Hurdles	-	2	Start on blue, hurdles @ 39" on blue marks
7:40	Boys' 1600m Run	4	1	Start on white waterfall, cut ASAP
7:50	Girls' 800m Run	2	1	Start on yellow, 1 turn stagger, cut @ break-line
7:55	Girls' 200m Dash	½	2	Start on white, 1 turn stagger, lanes all the way
8:00	Boys' 200m Dash	½	2	Start on white, 1 turn stagger, lanes all the way
8:05	Girls' 400m Hurdles	1	2	Start on white, 2 turn stagger, hurdles @ 30" on white marks
8:13	Boys' 400m Hurdles	1	2	Start on white, 2 turn stagger, hurdles @ 30" on white marks
8:20	Boys' 1600m Medley Relay (200-200-400-800)	4	1	Start on blue, 3 turn stagger, 1 st exchange is white, 2 nd exchange is white (400m runner cuts @ break-line), 3 rd exchange is blue line to blue line (common)
8:27	Girls' Sprint Medley Relay (100-100-200-400)	2	1	Start on blue, 3 turn stagger, 1 st & 2 nd exchanges are white to white, 3 rd exchange is white to white (400m runner cuts @ break-line)
8:32	Girls' 1500m Run	3¾	1	Start on white waterfall, cut ASAP
8:40	Boys' 800m Run	2	1	Start on yellow 1 turn stagger, cut @ break-line
8:45	Girls' 4 x 100m Relay	1	1	Start on white, 2 turn stagger, all exchanges are yellow to yellow
8:50	Boys' 4 x 100m Relay	1	1	Start on white, 2 turn stagger, all exchanges are yellow to yellow
8:55	Girls' JV 4 x 100m Relay	1	1	Start on white, 2 turn stagger, all exchanges are yellow to yellow
9:00	Boys' JV 4 x 100m Relay	1	1	Start on white, 2 turn stagger, all exchanges are yellow to yellow
9:05	Girls' 4 x 400m Relay	4	1	Start on blue, 3 turn stagger, 1 st exchange is white to white (2 nd runner cuts @ break-line), 2 nd & 3 rd exchanges are blue line to blue line (common)
9:13	Boys' 4 x 400m Relay	4	1	Start on blue, 3 turn stagger, 1 st exchange is white to white (2 nd runner cuts @ break-line), 2 nd & 3 rd exchanges are blue line to blue line (common)

*The time schedule is tentative and is only intended to be a reference for the meet officials.

Cornie Wassink, Starter/Referee 2/20/11

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Wheelchair Competition

Purpose

The wheelchair track and field program is designed to allow individuals who require the use of a wheelchair for participation in athletic activities the opportunity to become involved in interscholastic sports.

Pre-meet Duties for the Starter/Referee

(If possible perform these duties in the prescribed order found below.)

1. Check with meet director to see if there are any wheelchair competitors involved in the meet.
2. Check to see what events will be contested and how many competitors will be involved.
3. Meet with assistant starter and clerk to review respective duties and expectations involving wheelchair races.
4. Review the order of events schedule. If the wheelchair events are not printed in the order of events, the meet announcer should notify the audience concerning the wheelchair competition schedule and the clerk of course should notify the wheelchair competitors concerning the wheelchair competition schedule. Meet management should list all wheelchair competition events in the printed order of events schedule.

Wheelchair Competition Events

1. Girls' competition is contested in the 100M and 400M races and the shot put.
2. Boys' competition is contested in the 100M, 200M and the 400M races as well as the shot put and discus.
3. At each meet during the season an athlete may compete in a maximum of 3 racing events and 1 field event or 2 racing events and 2 field events.
4. No team points will be awarded for competition.

Equipment

1. For racing events only manual wheelchairs will be allowed. These may be standard chairs, lightweight chairs or specialized racing chairs.
2. For field events the chairs must meet the following specifications:
 - a. The chair or seating system need not have wheels.
 - b. The maximum height of the seat, including the cushion, shall not exceed 75 centimeters.
 - c. Footrests may be placed in any position which the athlete desires but may not rest on top of the stopboard.
3. Athletes will not be required to wear shoes during events.
4. Each athlete will be required to use gloves to propel his/her wheelchair during the racing events, including practice sessions.
5. Each athlete will be required to wear a protective helmet during the racing events, including practice sessions.
6. Chair tiedowns may be used for field events to secure the field chair in the throwing circle.

7. Field implements:
 - a. The IHSAA will use a 4 kilogram shot put and a 1 kilogram discus.
 - b. The IGHSAU will use a 3 kilogram shot put.
8. It is the responsibility of the athlete and his/her family to provide the wheelchair and the other equipment which the athlete will use for competition.
9. The repair and replacement of the chair is the responsibility of the athlete and his/her family.

There are additional specific equipment requirements concerning the size, shape and dimension of the wheelchair and attachments. Please contact the IHSAA and the IGHSAU for that information.

Rules of Competition for Track Events

1. Propulsion and direct steering of the wheelchair shall be made by the hands and arms only.
2. No gears, lever, chains or other mechanical devices may be used in propelling the wheelchair. All individuals who engage in or encourage unsafe or unsportsmanlike conduct are subject to disqualification by the race official.
3. Any athlete attempting to overtake another athlete or change lanes must ensure that he/she has full clearance of all athletes before changing position.
4. All wheels of the wheelchair must be completely behind the vertical plane of the starting line.
5. Once the athlete is positioned in his/her chair and on the track they will not be allowed to receive coaching or tactical assistance from their coach.
 - a. In the event of a mechanical failure or other unsafe situation the athlete may summon assistance of an attendant. The attendant may be any person designated as such by the athlete's school.
6. In races run in lanes each competitor shall keep all wheels of the chair in the same lane from start to finish.
 - a. Straying from the lane during the race or finishing with the wheels outside of the assigned lane may be grounds for disqualification.
8. In races run in lanes around a turn rolling on or inside the athlete's inner lane will be grounds for disqualification.
9. If an athlete either wheels outside his/her lane in the straight or wheels outside his/her outer line in a turn, with no material advantage being gained, and no other competitor is obstructed, they will not be disqualified.
 - a. If another competitor is obstructed then the athlete will be disqualified.
10. If a competitor is pushed or forced by another person to wheel outside his/her lane the competitor will not be disqualified.
11. Competitors shall be placed at the finish in the order in which the outside point of the front tire breaks the vertical plane at the finish line.
12. At the conclusion of an event competitors will stay in their assigned lanes until released by the official.
13. If an accident should occur during a race, a competitor may be assisted back into his/her chair by a bystander in order to continue.
 - a. The competitor may not receive a push or other assistance during the race.
14. If, during a race, there is an infringement of the rules the race official may disqualify a competitor from the race.

Rules of Competition for Field Events

1. The field event chair must be stationary during the competition.
 - a. If wheelchair tiedowns are not used, a competitor may have a qualified individual hold his/her chair and/or use their wheelchair brakes to prevent excessive movement.
2. Only the footrests or the pushrim may be outside the vertical plane of the inner circumference of the circle.
 - a. Any part of the chair used for propulsion must remain inside the circle including pushrims and footrests.
 - b. If tiedowns are used to secure the chair, competitors may not use these same tiedowns to assist in stabilizing any part of the body. If any part of the competitor's body comes in contact with the tiedowns used to stabilize the chair during a trial it will be considered a fault and will not be considered in the results of the competition.
 - c. No part of the chair may rest on top the stopboard.
3. The feet may be in contact with the ground.
4. Taping of the fingers, hand wrist, or any part of the arm is not allowed.
5. The use of gloves is not allowed.
6. To obtain a better grip, athletes are permitted to use a suitable substance on their hands only.
7. To protect the spine from injury, an athlete may wear a belt of leather or other suitable material.
8. A competitor may leave the throwing circle from the front half without penalty.
9. A competitor may interrupt a trial once started, may lay the implement down inside the circle, and may leave the circle before returning to a stationary position and beginning a fresh trial.
10. If the number of competitors in an event is six or less the competitors will be allowed to take all preliminary and final throws consecutively.
 - a. If there are seven or more competitors in an event each competitor will have three preliminary trials. Three event finals throws will then be completed by the eight highest qualifying competitors in the reverse order of qualifying.
11. The competitor is required to sit on the seat of the chair during the preliminary movements and delivery of the implement. At least one part of either the athlete's upper legs or buttocks must remain in contact with the chair until the implement is released.
 - a. In order to allow the judges better visibility, athletes may not wear baggy or loose fitting clothing which may hide any infringement of this rule.
12. The shot shall be put from the shoulder with one hand only. At the time the competitor commences to 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. From start to finish, the movement must be one continuous action.
13. The discus shall be released from the palmer side of the hand coming from a direction which approximates the horizontal plane outside the body. It shall not be released from an overhand or underhand throw or from a position which begins at or near the midline of the body and/or encompasses horizontal shoulder abduction, elbow extension and wrist extension (i.e. a "Frisbee" throw.)
14. The competitor or their chair shall not touch the ground on or outside the ring once the trial has begun.
15. Once the competitor has begun their preliminary and final trials they will not be allowed to receive assistance from their coach.
 - a. Each athlete will be allowed to have one attendant to assist in the preparation and participation in the event. The attendant may be any person designated as such by the athlete's school.
16. If, in the opinion of the field judge, there is an infringement of the rules during a trial. That trial will be considered a fault and will not be considered in the results of competition.
 - a. After the infringement has occurred and the fault recorded the judge may inform the athlete of the nature of the infringement so that the athlete may make corrections before the next trial.

Starting Commands

1. All competitors should be asked to roll their wheelchairs to the starting line in such a manner that the outside (foremost) part of the front tire(s) is positioned on the vertical plane of the near edge of the starting line.
2. When all wheelchairs are so positioned and motionless, the starter will say **“Wheelers Set” and promptly fire the gun or other approved starting devise.**

Finish

Competitors shall be placed at the finish in the order in which the outside (foremost) point of the front tire breaks the vertical plane at the finish line.

Safety

1. It is strongly recommended that each athlete actively participate in a pre-season conditioning program with their school’s team in order to prevent injuries.
2. Athletes must ensure that no part of their lower limbs can fall to the ground during an event.
3. An athlete’s wheelchair and/or field chair must be structurally sound.
4. An athlete must be securely seated in the wheelchair and remain so while racing.
5. There should be nothing stretched across the finish line of a racing event.
6. It shall be the sole responsibility of the official to rule on the safety of the chair and the athlete.
 - a. The official may, at his/her discretion, rule that an athlete or their equipment is not safe and may prohibit an athlete from participating in an event until compliance with standard safety measures are met.

Records and Recognition

1. It is strongly recommended that any athlete who participates in wheelchair interscholastic sports be rewarded equally with the athlete who does not use a wheelchair. This would include, but not be limited to:
 - a. Ribbons, medals, etc. awarded at the meets in which the athlete participates and places in the final standings.
 - b. The opportunity to earn a school letter by meeting the individual school standards which are set for all athletes at that school.
2. Records should be kept and updated for each event in which wheelchair athletes compete.

There are specific responsibilities for governing organizations, the athlete, the athlete’s family, the athlete’s school and the school hosting competition. Please contact the IHSAA and the IGHS AU for this information.

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Cross Country Meets

PRE-MEET DUTIES FOR THE STARTER/REFEREE

(If possible perform these duties in the prescribed order found below.)

1. Check contract for correct date, site and starting time.
2. Arrive at meet site early enough to allow yourself adequate time to complete all pre-meet duties.
3. Contact meet director to let him know that you have arrived. Review any questions and/or concerns about the meet schedule, course markings or any irregularities that you need to be aware of. Find out what type of communication system meet personnel will be using, and which individuals will be in possession of the communications units.
4. Ride or walk the entire course.
5. Meet with the clerk(s) of course. Review the clerk's responsibilities, the starting box for the races, the instructions that will be given to the runners and your expectations.
Review the uniform and jewelry rules. If meet management has not enlisted a clerk of course, the starter/referee should assume those responsibilities.
6. Meet with chute personnel and review their duties and your expectations. Make sure that they understand the criteria for maintaining the correct order of finish until the results are final.
7. Meet with umpires and review their duties and your expectations. Make sure they each have a copy of the course for the races to be run, competitor's names and numbers, violation reporting forms, a diagram of their specific assignment area on the course, and information concerning violation, uniform and jewelry criteria.
8. Meet with the head finish judge and review proper procedures and your expectations. Specifically discuss how you will communicate with the finish line prior to the start of each race.
9. Place one or two large orange cones on the course, 100 meters from the starting line.

COURSE MARKINGS

The course may be marked with a wide line in the middle of the course. Boundary lines can be marked on each side of course, with the narrowest place on the course never being less than three feet wide.

FLAG DESIGNATIONS

- a. A red flag indicates a turn to the left.
- b. A yellow flag indicates a turn to the right.
- c. A blue flag indicates a course straight ahead.

The race course should include the following features:

- a. Flags should be 6 feet above ground and visible for 100 feet.
 - b. No ground obstructions which may cause tripping, turned ankles, etc. and no overhead objects such as tree branches, lower than 8 feet above the ground.
 - c. A 2 inch wide starting line marked at the beginning of a lengthy straightaway, wide enough to accommodate all teams. Each team's box should be at least 6 feet wide.
 - d. At the end of the course, a straightaway of at least 150 yards, ending in a rope funnel with a mouth 15 feet wide. The finish line should be at the mouth of the tunnel and 15 to 25 feet from the chute. This funnel should narrow to a rope chute about 30 inches wide and at least 100 feet long. The stakes supporting the supporting the ropes should be solid enough to permit taut ropes and the stakes should be well padded.
- * For large meets, the use of multiple chutes is recommended.

STARTING THE RACE

Once the teams have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

- The command shall be "On Your Marks". When all competitors are steady, the starting device shall be fired. For an unfair start, the starter or assistant shall recall the runners by firing the starting device. If a runner falls during the first 100 meters due to contact with another runner, the race shall be recalled by firing the starting device.
- Audio/Visual start: When conditions dictate, the starter may use whistle/flag commands along with the starting device. Because this technique is used with a large number of competitors, it is recommended that the starter take a position well in front of the runners so the competitors can see and to be able to move to the side.
 1. Give a brief and concise review of the starting commands and procedures to be used for the start with all competitors immediately before the start.

2. The starter will hold the starting device and red flag parallel to the ground and give a long blast of the whistle. This is the signal for the runners to step up to, but not touch, the starting line and become motionless.
3. The starter slowly raises both arms overhead.
4. When all runners are set and motionless and the recall starters signal with a white flag, the starting device is fired and at the same time, the red flag is motioned downward, indicating the start of the race.

The runners are observed for 100 meters for any reason to recall that race that would constitute an unfair start.

UNIFORM & JEWELRY CRITERIA

1. **A competitor shall not compete while wearing an illegal uniform.**
2. **Uniforms shall be worn as intended by the manufacturers. They should be worn “right side out”. Boys are not allowed to roll the waistbands of their shorts over. Girls are allowed to roll the waistbands of their shorts over. (However, all competitors are required to wear their shorts above the hips.) Jerseys should be tucked in unless specifically designed to be worn over shorts. A uniform shall consist of:**
 - A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length cross country top and bottom or one-piece body uniform issued by the school.
 1. Teammates’ shall wear the same color and design of school uniform although the length of the bottom or one-piece uniform may vary.
 2. Loose-fitted, boxer-type bottom, one-piece uniform and closed-leg briefs are acceptable.
 3. The one-piece uniform, top and bottom may have school identification and the top may have competitor’s name.
 4. When numbers are used, each competitor shall wear the assigned unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer’s logo/trademark/reference not to exceed 2 ¼ square inches, with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Each team member shall wear the same color and design of school uniform. Any visible apparel worn under the top and any visible apparel worn under the bottom must be unadorned (except for a single school name, school insignia, or manufacturer’s logo; none of which may be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and of a single solid color. If two or more team members wear a visible item under the top it must be the same color, but not necessarily the same length. If two or more team members wear visible apparel under the bottom it must be the same color, but not necessarily the same length. If more than one visible item of apparel is worn under the top, or bottom, or one-piece uniform, all must be the same solid color. Visible items worn under both the top and bottom do not have to be the same color.**

10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.

11. The waist-band of a competitor's shorts shall be worn above the hips.

12. Bare midriffs are not acceptable.

C. No part of the uniform, excluding shoes, shall be removed in or near the area of competition.

3. With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition. Jewelry includes, but is not limited to; bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**

-Religious medallions or bracelets may be worn if taped to the body.

-Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification. Information concerning any jewelry violation warning must be communicated to the meet referee immediately.

DISQUALIFICATION

Competitors shall be disqualified for:

- False starts
- Interfering with another competitor
- Unsportsmanlike or unacceptable conduct
- Receiving assistance from any other person who could improve that competitor's performance
(Providing liquids during competition is not considered to be aid or assistance.)
- Failing to complete the prescribed course that is defined by a legal marking system
- Illegal uniform
- Jewelry violation (2nd and subsequent violations)

POST MEET DUTIES FOR THE STARTER/REFEREE

Upon receiving assurance that the order of finish is accurate, sign the official result sheet and list the time and date of that signing.

IOWA ASSOCIATION of TRACK OFFICIALS

Recommended Procedures for Cross Country Meets

PRE-MEET DUTIES FOR THE STARTER/REFEREE

(If possible perform these duties in the prescribed order found below.)

1. Check contract for correct date, site and starting time.
2. Arrive at meet site early enough to allow yourself adequate time to complete all pre-meet duties.
3. Contact meet director to let him know that you have arrived. Review any questions and/or concerns about the meet schedule, course markings or any irregularities that you need to be aware of. Find out what type of communication system meet personnel will be using, and which individuals will be in possession of the communications units.
4. Ride or walk the entire course.
5. Meet with the clerk(s) of course. Review the clerk's responsibilities, the starting box for the races, the instructions that will be given to the runners and your expectations.
Review the uniform and jewelry rules. If meet management has not enlisted a clerk of course, the starter/referee should assume those responsibilities.
6. Meet with chute personnel and review their duties and your expectations. Make sure that they understand the criteria for maintaining the correct order of finish until the results are final.
7. Meet with umpires and review their duties and your expectations. Make sure they each have a copy of the course for the races to be run, competitor's names and numbers, violation reporting forms, a diagram of their specific assignment area on the course, and information concerning violation, uniform and jewelry criteria.
8. Meet with the head finish judge and review proper procedures and your expectations. Specifically discuss how you will communicate with the finish line prior to the start of each race.
9. Place one or two large orange cones on the course, 100 meters from the starting line.

COURSE MARKINGS

The course may be marked with a wide line in the middle of the course. Boundary lines can be marked on each side of course, with the narrowest place on the course never being less than three feet wide.

FLAG DESIGNATIONS

- a. A red flag indicates a turn to the left.
- b. A yellow flag indicates a turn to the right.
- c. A blue flag indicates a course straight ahead.

The race course should include the following features:

- a. Flags should be 6 feet above ground and visible for 100 feet.
 - b. No ground obstructions which may cause tripping, turned ankles, etc. and no overhead objects such as tree branches, lower than 8 feet above the ground.
 - c. A 2 inch wide starting line marked at the beginning of a lengthy straightaway, wide enough to accommodate all teams. Each team's box should be at least 6 feet wide.
 - d. At the end of the course, a straightaway of at least 150 yards, ending in a rope funnel with a mouth 15 feet wide. The finish line should be at the mouth of the tunnel and 15 to 25 feet from the chute. This funnel should narrow to a rope chute about 30 inches wide and at least 100 feet long. The stakes supporting the supporting the ropes should be solid enough to permit taut ropes and the stakes should be well padded.
- * For large meets, the use of multiple chutes is recommended.

STARTING THE RACE

Once the teams have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

- The command shall be "On Your Marks". When all competitors are steady, the starting device shall be fired. For an unfair start, the starter or assistant shall recall the runners by firing the starting device. If a runner falls during the first 100 meters due to contact with another runner, the race shall be recalled by firing the starting device.
- Audio/Visual start: When conditions dictate, the starter may use whistle/flag commands along with the starting device. Because this technique is used with a large number of competitors, it is recommended that the starter take a position well in front of the runners so the competitors can see and to be able to move to the side.
 1. Give a brief and concise review of the starting commands and procedures to be used for the start with all competitors immediately before the start.

2. The starter will hold the starting device and red flag parallel to the ground and give a long blast of the whistle. This is the signal for the runners to step up to, but not touch, the starting line and become motionless.
3. The starter slowly raises both arms overhead.
4. When all runners are set and motionless and the recall starters signal with a white flag, the starting device is fired and at the same time, the red flag is motioned downward, indicating the start of the race.

The runners are observed for 100 meters for any reason to recall that race that would constitute an unfair start.

UNIFORM & JEWELRY CRITERIA

1. **A competitor shall not compete while wearing an illegal uniform.**
2. **Uniforms shall be worn as intended by the manufacturers. They should be worn “right side out”. Boys are not allowed to roll the waistbands of their shorts over. Girls are allowed to roll the waistbands of their shorts over. (However, all competitors are required to wear their shorts above the hips.) Jerseys should be tucked in unless specifically designed to be worn over shorts. A uniform shall consist of:**
 - A. Shoes (slippers or socks do not meet this requirement).
 - B. Full-length cross country top and bottom or one-piece body uniform issued by the school.
 1. Teammates’ shall wear the same color and design of school uniform although the length of the bottom or one-piece uniform may vary.
 2. Loose-fitted, boxer-type bottom, one-piece uniform and closed-leg briefs are acceptable.
 3. The one-piece uniform, top and bottom may have school identification and the top may have competitor’s name.
 4. When numbers are used, each competitor shall wear the assigned unaltered contestant number.
 5. The top shall not be knotted or have knot-like protrusions.
 6. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
 7. A single manufacturer’s logo/trademark/reference not to exceed 2 ¼ square inches, with no dimensions more than 2 ¼ inches is permitted on the uniform bottom or top or one-piece uniform.
 8. An American flag, not exceeding 2 X 3 inches, and either a commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom.
 9. **Each team member shall wear the same color and design of school uniform. Any visible apparel worn under the top and any visible apparel worn under the bottom must be unadorned (except for a single school name, school insignia, or manufacturer’s logo; none of which may be more than 2 ¼ square inches with no dimension more than 2 ¼ inch) and of a single solid color. If two or more team members wear a visible item under the top it must be the same color, but not necessarily the same length. If two or more team members wear visible apparel under the bottom it must be the same color, but not necessarily the same length. If more than one visible item of apparel is worn under the top, or bottom, or one-piece uniform, all must be the same solid color. Visible items worn under both the top and bottom do not have to be the same color.**

10. French or high-cut apparel may be worn under the bottom, but not in lieu of the bottom.

11. The waist-band of a competitor's shorts shall be worn above the hips.

12. Bare midriffs are not acceptable.

C. No part of the uniform, excluding shoes, shall be removed in or near the area of competition.

3. With the exception of watches and unadorned bobby pins and flat clips of 2 inches or less, jewelry is not allowed in competition. Jewelry includes, but is not limited to; bracelets, necklaces, rings, earrings and rubber bands (except when worn in the hair). It includes, but is not limited to, items constructed of metal, wire, rope, string, leather, rubber or cloth fabric. **Taping over jewelry does not make it legal; it must not be worn on any part of the competitor's body.**

-Religious medallions or bracelets may be worn if taped to the body.

-Medical medallions or bracelets may also be worn if taped to the body. However, the medical alert sign should remain visible.

A team warning shall be issued for the first jewelry violation. Any subsequent violation by a member of that team shall result in a disqualification. Information concerning any jewelry violation warning must be communicated to the meet referee immediately.

DISQUALIFICATION

Competitors shall be disqualified for:

- False starts
- Interfering with another competitor
- Unsportsmanlike or unacceptable conduct
- Receiving assistance from any other person who could improve that competitor's performance
(Providing liquids during competition is not considered to be aid or assistance.)
- Failing to complete the prescribed course that is defined by a legal marking system
- Illegal uniform
- Jewelry violation (2nd and subsequent violations)

POST MEET DUTIES FOR THE STARTER/REFEREE

Upon receiving assurance that the order of finish is accurate, sign the official result sheet and list the time and date of that signing.