

Obtaining a Permit to hold and Athletic Event or Meeting in Scotland

1 Scope of Permit

- Event organisers must be current affiliated members of **scottishathletics**.
- Existing organisers must have fully complied with the permitting process for previous events and be in good standing with **scottishathletics** and other National Governing Bodies.
- Only events, or components of events, operated under United Kingdom Athletics (UKA) rules are eligible for a permit. Therefore events including multi-sport (pentathlon, quadrathlon, triathlon, duathlon, aquathlon), orienteering, adventure racing, or events with obstacles (excluding hurdles), dogs, foam, dye, or lights as the core feature of the event fall outwith our remit and we cannot permit or insure them.
- It is essential that all event organisers carry out a risk assessment of all their events. To assist with this there are downloadable documents and guidelines to assist you on the **scottishathletics** website. There may be other hazards that could present a 'risk' to your event that you should identify clearly in your Risk Assessment. It is essential that you keep a copy of your completed Risk Assessment and permit form. **scottishathletics** does not require a copy of the completed Risk Assessment but reserves the right to request copies of Risk Assessments during the planning of the Event and conduct spot checks on Events.
- As far as possible permits will be issued in order to avoid clashes with other similar events. Attempts will be made to avoid conflict with similar events and **scottishathletics** championship dates. In such circumstances it may not be possible to grant a permit for the requested date.
- Event organisers must advise all participants that they will share data and information with SAL, including participant names and email addresses.
- A copy of the entry form, including a field for the **scottishathletics** Membership Number, must be provided.
- Only members of **scottishathletics** may participate in **scottishathletics** Championships, except Track and Field, where members of other National Athletics Bodies may enter.
- Athletes do not have to be members of **scottishathletics** to participate in other **scottishathletics** permitted events, however full members with membership numbers starting with SA (e.g. SA12345) are eligible for a £2 discount at permitted events. jogscotland members with numbers starting with JS are not eligible for this discount. Any queries on membership please contact Carol Robison at membership@scottishathletics.org.uk
- All athletes who are not members of **scottishathletics** must pay a levy of £2.00 to enter and participate in each permitted event; Levy payments must be made to **scottishathletics** within 28 days of the event, to be submitted with the SAL Permitted Event return form and full event results, including all DNS and DNF.
- Levies are not required to be collected for events with an entry fee of £2.00 or less.
- In certain circumstances, Permits are not required. Please see Guidance note 7.

2 Guidance Notes on completing a Permit Application

Note 1 Promoters wishing their course to be accurately measured should contact the **scottishathletics** office. A small fee is payable and Course Measurers require to be reimbursed for their expenses. It is strongly recommended that all courses are measured by an official Course Measurer.

Note 2 **Track Certification** - For Track & Field Competitions, all events must be held on certificated facilities, as registered with UK Athletics. For further details contact the **scottishathletics** office.

Note 3 Maximum distances for Road Races (UK Athletics Rules for Competition Rule 207):-

Age on day of race	Seniors And Masters	Over 18 - Under 20 years	Aged 17 years	Aged 16 years	Aged 15 years	Over 13 - Under 15 years	Over 11 - Under 13 years
Male / Female	Unlimited	Marathon	25km	15km	10km	6km	5km

Hill Running (UK Athletics Rules for Competition Rule 410):- Race Organisers must stipulate age limits for their events but the following limits for younger runners must be observed:- (a) The minimum age for competition is 6 years on the day of the race. (b) The maximum distances for younger runners shall be:-

Under 12 on 1 st Jan in competition year	3 km (2 miles)	Under 14 on 1 st Jan in competition year	5 km (3 miles)
Under 16 on 1 st Jan in competition year	7 km (4 miles)	Under 18 on 1 st Jan in competition year	10 km (6 miles)

Maximum distances for Cross Country (UK Athletics Rules for Competition Rule 508):-

Age Group	Seniors	Under 20	Under 17	Under 15	Under 13
Male / Female	Unlimited	10km	6.5km	5km	3.5km

N.B. For Road Running, Hill Running and Cross Country - UK Athletics Rules do not specifically cater for athletes under the age of 11 years. This does not necessarily preclude provision by organisers of competitions for events for athletes younger than 11 years, with correspondingly reduced distances to be run.

Note 4 For events held on public roads there must be consultation with the relevant Police and Local Authorities.

Note 5 For all races, permission must be sought from the relevant landowner(s).

Note 6 All Event organisers are reminded of their legal obligations outlined in the Equality Act (2010) **scottishathletics** "Guidance on Inclusive Practice for Race Organisers" may be found on the website.

Note 7 In respect of non-stadium running and walking events, run by Athletics Clubs or Associations, permits are not required if the event:

- Has less than 150 participants,
- Does not take an entry fee,
- Has only Affiliated runners (**scottishathletics** or Club members) taking part.

3 Benefits to Permit Holders

All Athletic events organised within Scotland (excepting those covered in Note 7 above) MUST hold a **scottishathletics** Permit. **scottishathletics** will provide the following benefits to Permitted events:

1. **scottishathletics** as a constitutional member of UKA will provide 3rd person public liability insurance cover for the event. A schedule of Insurance cover is available from the **scottishathletics** office.
2. The event date and contact number/e-mail/website will be included in the **scottishathletics** Fixtures Booklet.
3. The event entry form with race details will be promoted on the **scottishathletics** website if supplied by e-mail.
4. The event results will be posted on the **scottishathletics** website if supplied by e-mail to events@scottishathletics.org.uk
5. Power of 10 and **scottishathletics** will list the results of events run under UKA rules; having a Permit is the only way to demonstrate this. Permitted events will have results posted on Power of 10 and SAL, subject to the following conditions:

All Events	Events including multi-sport (pentathlon, quadrathlon, triathlon, duathlon, aquathlon), orienteering, adventure racing, or events with dogs, man-made obstacles (excluding hurdles), foam, dye, or lights as the core feature of the event fall outwith UKA rules and so we cannot permit or insure them.
Track and Field	All events must be held on UKA Certificated and Registered facilities.
Road	It is strongly recommended that all courses are measured by an official Course Measurer, to maintain the integrity of the Power of 10 database.

4 scottishathletics Championship dates for 2015

Track & Field	Date	Road Races	Date
District Championships	22 nd & 23 rd May	Scottish 10 miles Champs	5 April
U12 SuperTeams	20 June	Scottish 10K Champs	13 September
Masters, Combined event, 4 x 400 and 3 x 800 relays	11 & 12 July	Scottish Half Marathon Champs	4 October
Senior Championships	15 & 16 August	Scottish Marathon Champs	27 September
Age Group Championships	23 & 24 August	Cross Country	
10k Championships	17 April	National Cross Country	22 February 2015