

OFFICIALS' TRAINING DAY – 6 April 2024

Beyond Track Judging

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An Insight into the other Important Roles at a Competition

Declarations:

- Process
- Paperwork and numbers



Call Room:

- Procedures
- Checks



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Seeding and Results:

- How it all works
- Meet Manager System

Presentations:



Management Roles:

- National Technical Delegate (NTD)
- Meeting Manager
- Assistant Meeting Manager

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Declarations - equipment

- Separate sheet of paper for each event with athlete names and competitor numbers
- Competitor numbers
- Small pieces of paper
- Safety pins
- Signage
- Call Room Schedule



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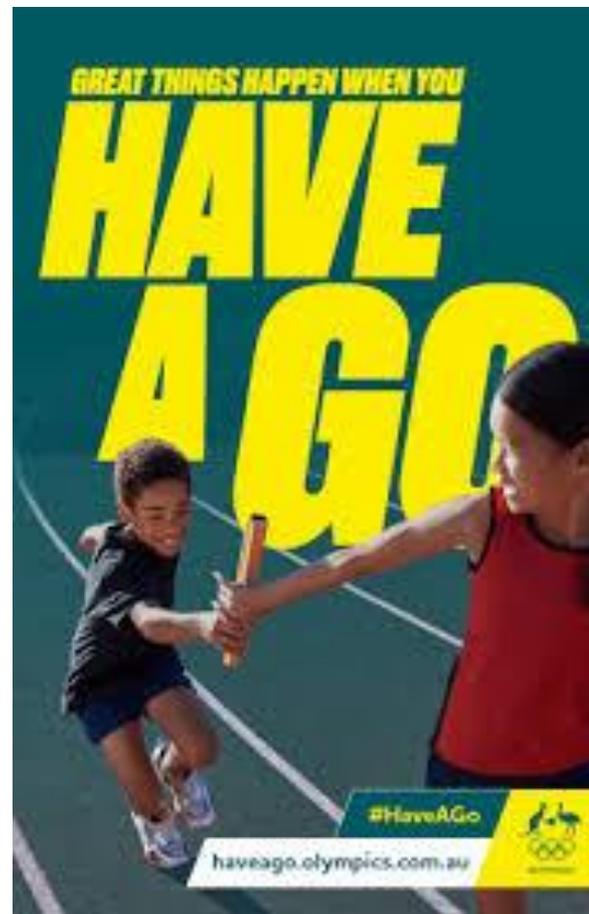
Declarations - procedure

- **WELCOME ATHLETE**
- Ask their event(s) and their name
- Find the name and number on the correct event sheet
- Circle the correct competitor number and tell the athlete their number or write it on a small piece of paper
- Do this for **every** event the athlete is declaring for
- Give the athlete their number or send them to the numbers desk
- Give the athlete safety pins, if needed
- Answer any questions/give directions/**wish them well**

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Declarations

Time to
have a go!!



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Call Room



A WELL-PLANNED AND EFFICIENTLY MANAGED CALL ROOM IS FUNDAMENTAL TO THE SUCCESS OF A COMPETITION

Purpose:

- **Transition of athletes (with start lists) from warm-up to competition site, checked and ready for the event start time**

Essentials:

- **Call Room Schedule - produced by NTD or Meeting Manager; informs athletes of attendance times; displayed around stadium including warm-up area**
- **Sufficient space with seating, communication equipment**

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Call Room Check List



- Correct kit, as per rules
- Name and number against start list
- Advise Track Referee and Photo Finish of no shows
- Mark each athlete present on sheet (DNS for absent athletes)
- 1 bib, front and back, except jumping events, each pinned with 4 pins. Numbers must not be folded or altered
- Spikes - correct length and type, with no more than 11 per shoe
- Issue leg number(s) to be stuck, centred on side seam of shorts, and pinned east/west
- Tape any unacceptable advertising
- Confiscate any prohibited items, bag and receipt (sign in/out)
- Inform athletes of qualification for subsequent round
- Note any Conduct Warnings on Start Lists

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Seeding – heat composition

- Qualification rounds – heats, semi-finals, final. First rounds may be a random draw but is usually based on qualifying performances e.g. personal/season bests
- After first round, seedings based on placings and times of each previous round
- Ranking – fastest heat winner, 2nd fastest heat winner etc.; fastest 2nd place, 2nd fastest 2nd place etc.; concluding with fastest time qualifier, 2nd fastest time qualifier etc.
- Then placed in heats in a zigzag distribution

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Seeding – draw for lanes

- First rounds - random draw
- After first round, athletes/teams ranked
- Three draws for lanes - optimal lanes vary depending on events
- First draw – 3 or 4 highest ranked
- Second draw – next 2 or 3 highest ranked
- Third draw – 2 lowest ranked
- Modifications for tracks with fewer than 8 lanes
- Ideally at least the 1st and 2nd place should progress

Seeding – Lanes

Straight races:

4 highest ranked - lanes 3, 4, 5 and 6

5th and 6th ranked – lanes 2 and 7

2 lowest ranked – lanes 1 and 8

200m races:

3 highest ranked – lanes 5, 6 and 7

4th, 5th and 6th ranked – lanes 3, 4 and 8

2 lowest ranked – lanes 1 and 2

400m, relays up to 4x400m and 800m (started in lanes):

4 highest ranked – lanes 4, 5, 6 and 7

5th and 6th ranked – lanes 3 and 8

2 lowest ranked – lanes 1 and 2

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Times between Rounds



World Athletics	
Up to and including 200m	45 minutes
Over 200m and up to 1000m	90 minutes
Over 1000m	Not on the same day

UKA	
Up to and including 100m	20 minutes
Over 100m and up to 200m	40 minutes
Over 200m and up to 400m	60 minutes
Over 400m and up to 800m	80 minutes
Over 800m	100 minutes

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Results

- Track events – final result determined by Photo Finish
- Field events – each athlete credited with the best of all their trials
- Referees/Chiefs will convey results to be input to system
- System will provide results to Announcer and Presentations
- Master Results File

Results – standard abbreviations

DNS	Did not start
DNF	Did not finish (track)
DQ	Disqualified (followed by applicable rule number)
Q	Qualified by place
q	Qualified by time
qR	Advanced to next round by Referee
qJ	Advanced to next round by Jury of Appeal
YC	Yellow Card (followed by applicable rule number)
YRC	Second Yellow Card (followed by applicable rule number)
RC	Red Card (followed by applicable rule number)
L	Lane infringement

Presentations



- Receive result of event
- Check that each athlete is present
- Check medals and place on cushions for presenter
- Position athletes behind podium correctly
- Check announcer is ready
- Carry out presentation



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Management Roles

- In Scotland roles are operated slightly differently from those defined by UKA
- At UKA level there is a separate NTD and Competition Director
- In Scotland the NTD is a combination of the two roles



NTD (National Technical Delegate)

- Attend timetable meeting and approve final version
- Oversee organisation of meeting, liaising with Competitions Team
- Approve information to be sent to athletes and officials
- Compile Call Room Schedule
- Chair Referees/Chiefs Briefing, establishing competition rules, attend team briefings if possible
- Responsible for running of the meeting in stadium/arena
- Be final decision maker on the day and deal with any issues – **Be Visible**
- Submit Meeting Report/approve other reports on Trinity

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Meeting Manager (Asst)

- Check in officials (get them to sign in)
- Manage radio distribution and collection
- Check in and brief volunteers
- Expense claims
- Manage Declarations area
- Supervise paperwork flow from Declarations, Seeding, through Call Room, to Competition sites and then Results and Presentations
- Support the NTD in dealing with any issues
- Manage paperwork for any records

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Questions



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Thank you

Joyce

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