

National Federation of State  
High School Associations



# Track and Field and Cross Country Officials Manual

2009 and 2010



National Federation of State High School Associations  
PO Box 690 • Indianapolis, IN 46206  
Phone: 317-972-6900 • Fax: 317.822.5700 • [www.nfhs.org](http://www.nfhs.org)

TFOM10

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## Officials Code of Ethics

Officials at an interscholastic athletic event are participants in the educational development of high school students. As such, they must exercise a high level of self-discipline, independence and responsibility. The purpose of this Code is to establish guidelines for ethical standards of conduct for all interscholastic officials.

**Officials** shall master both the rules of the game and the mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.

**Officials** shall work with each other and their state associations in a constructive and cooperative manner.

**Officials** shall uphold the honor and dignity of the profession in all interaction with student-athletes, coaches, athletic directors, school administrators, colleagues, and the public.

**Officials** shall prepare themselves both physically and mentally, shall dress neatly and appropriately, and shall comport themselves in a manner consistent with the high standards of the profession.

**Officials** shall be punctual and professional in the fulfillment of all contractual obligations.

**Officials** shall remain mindful that their conduct influences the respect that student-athletes, coaches and the public hold for the profession.

**Officials** shall, while enforcing the rules of play, remain aware of the inherent risk of injury that competition poses to student-athletes. Where appropriate, they shall inform event management of conditions or situations that appear unreasonably hazardous.

**Officials** shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.



## 2009 and 2010 NFHS TRACK AND FIELD AND CROSS COUNTRY OFFICIALS MANUAL

**ROBERT F. KANABY, Publisher**  
Becky Oakes, Editor  
**NFHS Publications**

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# FOREWORD

A track meet consists of races of different lengths, called track events, and of contests in jumping and/or throwing, called field events. Competition is by individuals, except in the relays, which involves teams consisting of four individuals.

It is the responsibility of any organization which sponsors an extensive program to determine the rules and standards by which this competition is conducted. This will ensure that the activity is administered in accordance with the objectives of the program. State high school associations are responsible for conducting interscholastic track and field and cross country competition. They must be ensured the rules for this sport reflect the philosophy of secondary schools.

The rules are based upon fundamental statements which make them easy to administer by thousands of officials.

Track and field officials shall provide each athlete with an opportunity for safe and equitable standards of competition. They shall maintain standards of officiating that protects the validity of performances as measured against existing records.

While there is no substitute for rules study, officials can benefit from information that assists them in carrying out their officiating responsibilities by following the procedures and techniques used by most successful track and field officials. The purpose of this manual is also to be a guide and resource for individuals administering interscholastic track and field meets. This publication is only a supplement, however, not a substitute for the rules book.

The editorial committee of the NFHS Track and Field and Cross Country Officials Manual dedicates this publication to the thousands of officials who assist in the administration of interscholastic track and field and cross country competitions.

Robert F. Kanaby, Publisher  
NFHS Publications

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**b. HURDLING INFRACTIONS**

- (1) Does not attempt to clear each hurdle.
- (2) Deliberately knocks down a hurdle by hand or foot.
- (3) Advances or trails a leg or foot alongside or below the height of the hurdle gate.
- (4) Runs over a hurdle not in the assigned lane.
- (5) Runs around a hurdle.
- (6) Impedes another hurdler.

**c. UNFAIR ACT**

- (1) Interference with another competitor.
- (2) Pacing by a teammate or persons not participating in the event.
- (3) Competitors joining or grasping hands with each other during a race.
- (4) Competitor using an aid during the race.
- (5) Communicating with a competitor through use of a wireless device.
- (6) Coaching a competitor from restricted area.
- (7) A competitor views a videotape or any other visual reproduction of the competitor's performance prior to the completion of the competition.

**d. RELAY TEAMS**

- (1) Violation of substitution rule.
- (2) Failure to carry a baton.
- (3) Failure to be positioned within an acceleration zone.
- (4) Failure to be positioned within exchange zone.
- (5) Failure to pass baton in the exchange zone.
- (6) Baton not handed between runners.
- (7) Incoming runner pushes outgoing runner.
- (8) Throwing the baton after race is ended.
- (9) Competitor wearing gloves during competition.

**e. UNIFORMS**

- (1) Failure to wear the school uniform including assigned contestant number.
- (2) Alters contestant number.
- (3) Failure of relay team to wear same color and design school uniform.
- (4) Illegal visible apparel (including jewelry).
- (5) Wearing of jewelry.
- (6) Violation of manufacturer's logo/trademark/reference restrictions.
- (7) Failure to wear shoes.
- (8) Warning for removal of uniform.
- (9) Wearing uniform top knotted or has knot-like protrusion.
- (10) Violation of American Flag and/or commemorative patch size restrictions.

- (11) Wearing of midriff top.
- (12) Wearing waistband of uniform bottom below hips.

**f. UNSPORTING CONDUCT**

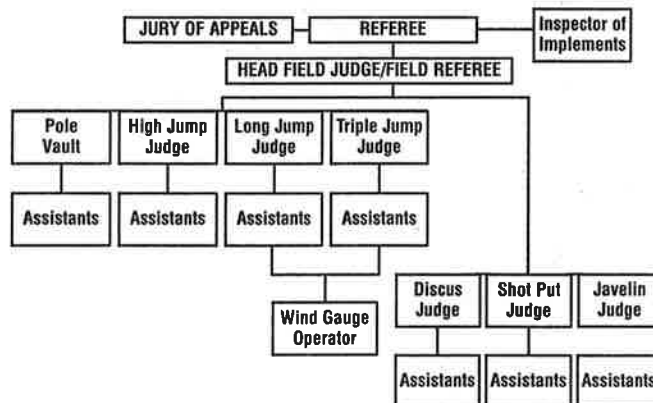
- (1) Conduct that is unethical or dishonorable.
- (2) Taunting or criticizing an opponent.
- (3) Disrespectfully addressing an official.
- (4) Use of profanity directed toward another person.
- (5) Any flagrant behavior or intentional contact.
- (6) Using tobacco.
- (7) Removal of uniform (second offense).
- (8) Unsupervised warmup (second offense).

**g. UNACCEPTABLE CONDUCT**

- (1) Willful failure to follow directions of a meet official.
- (2) Use of profanity which is not directed at someone.
- (3) Any action which brings discredit to individual or his/her school.

**h. OTHER**

## Administration of Field Events



**FIELD REFEREE/HEAD FIELD JUDGE**

The field referee is responsible for the conduct and supervision of all field events. In case of infractions or any irregularities not specifically placed under the

jurisdiction of other field judges, the field referee shall report directly to the referee for a final decision.

It is the responsibility of the field referee to:

1. Review procedures for using equipment and/or implements when provided by the games committee.
2. Oversee the measuring, weighing and inspection of all implements, and apparatuses, such as cross bars, jumping standards, etc.
3. Conduct a pre-meet meeting of all individual event judges.
4. Make certain field events begin on time and continue without unnecessary delay.
5. Make every effort to ensure that each competitor has a fair and equal opportunity to perform.
6. Verify outstanding performances which might qualify for records.
7. Review and certify the scorecards of each completed field event.
8. Instruct event judges to secure facilities and return equipment after completing competition.
9. Communicate with the meet referee as needed.

#### **INSPECTOR OF IMPLEMENTS**

The implement inspector, under the supervision of the referee, field referee or head field judge, shall weigh and measure, and then certify, all implements to be used in competition. Illegal implements shall be impounded until competition in that event is concluded.

It is the responsibility of the Inspector of Implements to inspect and certify:

1. Implements used in throwing events
2. Vaulting poles (including checking for alteration)
3. Starting blocks

#### **FIELD JUDGES**

The individual event judges are directly responsible to the field referee.

The event judges shall:

1. Report to event site at least one hour before the event is scheduled to begin
2. Be certain the competition area is properly prepared and ready for warm-ups
3. Prior to the beginning of the event, review the assignments of the judges and workers
4. Inspect the jumping and vaulting areas, making sure all hard and unyielding surfaces around the high jump/pole vault landing pad are padded, no metal cross bars are being used and vaulting standards are securely fastened.
5. Check in competitors early enough so warm-ups can be completed prior to

the scheduled start of competition

6. Check and enforce uniform, visible apparel, jewelry and shoe regulations
7. Use of traffic control ropes, flags or fences to cord off competition area
8. Keep the competition area clear of all non-participating individuals
9. Keep competitors out of impact area during warm-ups and competition. Implements should be carried out of landing sector by an official and then carried by the competitor to the waiting area
10. Conduct the trials according to the procedure established by the games committee, including when competitors are excused to compete in another event
11. During the competition call the competitors "Up," "On deck" and "On hold"
12. Charge competitor with an unsuccessful trial if a trial is not initiated within the defined time period after being called
13. Check to see that the competitor is under control prior to leaving the circle/runway
14. Ensure that the competitor has not left the circle or runway before the implement has landed and the "MARK" has been called
15. Use white flag to indicate a fair trial and red flag to indicate a foul trial
16. Announce measured distances in a loud and clear voice
17. Sign the event card indicating the place winner for each event
18. At the conclusion of an event permit no practice, have all implements removed from the area and place a traffic cone in a position to indicate the area is closed

## ***Cross Country Meet Administration***

These instructions are provided to aid meet directors in planning and conducting an efficient event.

The meet director should prepare a list of assignments to be completed prior to the meet. They should be arranged in chronological order according to the date they need to be completed. The work should be organized in such a way that the meet director does not personally have to administer all of the details. Meet directors must be prepared to handle all matters under their jurisdiction.

#### **OFFICIALS AND HELPERS**

The meet director should make an inventory of the needed workers and then proceed to organize the secured individuals. Involved schools often will assist in providing workers when requested.

All officials and meet workers must be thoroughly familiar with their duties and responsibilities. Instruction sheets prepared in advance should assist with this

**VII SAMPLE TEAM SCORING SHEET**

Places to be counted: 6

Scoring:  
10-8-6-4-2-1

Total Points	Event	Place					
		1st	2nd	3rd	4th	5th	6th
31	Long Jump						
62	Discus						
93	110 m HH						
124	100 m Dash						
155	1600 m Run						

**NOTE:** Upper left figure represents the points scored in that event. The lower right figure represents the total points accumulated through the event listed on the left. New teams are added as they score points in the meet.

Places to be counted: 6

Scoring:  
10-8-6-4-2-1

Total Points	Event	ANOKA	HIBBING	LIBERTY	MARSHALL	McCLUSKY	PARK HILL	SANTA BARBARA	ST. LOUIS PARK	TOPEKA	TURTLE LAKE	VALLEY CITY
		31	Long Jump									
62	Discus											
93	100 m HH											
124	100 m Dash											
155	1600 m Run											

**NOTE:** Track and Field Scorebook can be ordered at [www.nfhs.com](http://www.nfhs.com).



**VIII RECORD APPLICATION FORM**  
HIGH SCHOOL TRACK AND FIELD RECORD APPLICATION  
NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS  
PO Box 690, Indianapolis, IN 46206 (317-972-6900)



Please type or print all requested information. The required signatures must be included on three copies of this form before sending to your state high school association for the executive officer's signature. The state association must then forward two copies to the National Federation of State High School Associations for consideration. (Note: For a performance to be recognized as a national record, it shall have been made in a meet involving five or more schools.)

Date of Application: \_\_\_\_\_, 19-20 \_\_\_\_\_

This application is submitted for an outdoor record in (event): \_\_\_\_\_

The performance was in the (name of meet): \_\_\_\_\_

Location of Meet: \_\_\_\_\_ Date of Meet: \_\_\_\_\_, 19-20 \_\_\_\_\_

Sanctioned by: \_\_\_\_\_ State High School Association and (if Interstate) by NFHS.

Full name of competitor for whom record is claimed (list all full names for a relay team): \_\_\_\_\_

Age in: Yrs. \_\_\_\_\_ Mo. \_\_\_\_\_

Age in: Yrs. \_\_\_\_\_ Mo. \_\_\_\_\_

Age in: Yrs. \_\_\_\_\_ Mo. \_\_\_\_\_

Age in: Yrs. \_\_\_\_\_ Mo. \_\_\_\_\_

This competitor(s) is an eligible member of \_\_\_\_\_ High School \_\_\_\_\_ Town

This high school is a member of the \_\_\_\_\_ State High School Association under whose rules the school competed.

The claimed record was: (time, height, or distance): \_\_\_\_\_

Was this record established in competition limited exclusively to high school contestants? Yes \_\_\_\_\_ No \_\_\_\_\_

Did this meet involve five or more high schools? Yes \_\_\_\_\_ No \_\_\_\_\_

(Note: For a performance to be recognized as a national record, it shall have been made in a meet involving five or more schools.)

If a track event, was the time recorded by fully automatic timing (FAT) system? Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ (Competitor or captain for a relay team) \_\_\_\_\_ (Principal of the high school)

**STATEMENT OF REFERENCE.** The competitive conditions were in compliance with NFHS rules. An anemometer, as prescribed by rules, was used. There was no tailwind exceeding 4.473 miles per hour (or 2 meters per second) at any time during the record performance for races up to and including 200 meters, plus long and triple jumps. I officially endorse this application for a national record.

(Note: The referee should state any exceptions he/she desires to make to the foregoing statement. He/she should also describe the conditions of the track or field, the force and direction of the wind, slope of landing area, and any other matters which might in any way influence the results of the performance.)

Anemometer reading (actual MPH): \_\_\_\_\_ or \_\_\_\_\_ meters per second

Weather: \_\_\_\_\_

Track and field condition: \_\_\_\_\_

Referee: \_\_\_\_\_ Street Address \_\_\_\_\_

City and State \_\_\_\_\_

**ENDORSEMENT BY STATE ASSOCIATION EXECUTIVE OFFICER**

This interscholastic track and field meet was sanctioned by the home state high school association and conducted in compliance with NFHS rules.

Officer: \_\_\_\_\_ State High School Association

**ACTION OF THE NFHS NATIONAL RECORDS COMMITTEE**

This application was considered by the NFHS National Records Committee on: Date: \_\_\_\_\_, 19-20 \_\_\_\_\_

The performance was accepted as a national record. Yes \_\_\_\_\_ No \_\_\_\_\_

Chair, NFHS National Records Committee: \_\_\_\_\_

**CERTIFICATION IN SUPPORT OF PERFORMANCE RECORD**

**CERTIFICATION BY SURVEYOR.** I certify that the race course over which the event was conducted was measured in accordance with NFHS rules and found to be official. The course consisted of \_\_\_\_\_ laps, each measuring exactly \_\_\_\_\_ meters.

Surveyor: \_\_\_\_\_

**CERTIFICATION BY DF FIELD REFEREE OR HEAD FIELD JUDGE.** I certify that the implement used by the competitor, plus all other equipment and the competition area was in compliance with NFHS rules.

Field Referee or Head Field Judge: \_\_\_\_\_

**CERTIFICATION BY FAT TIMING DEVICE OPERATOR AND CHIEF FINISH EVALUATOR.** We certify that a fully automatic timing system was operable and that the recorded time is correct and official.

Time: \_\_\_\_\_ Timing Device Operator: \_\_\_\_\_ Chief Finish Evaluator: \_\_\_\_\_

**CERTIFICATION BY STARTER.** I certify that the race had a fair start with no advantage provided the competitor.

Starter: \_\_\_\_\_

**CERTIFICATION BY REFEREE AND FIELD-EVENT JUDGE.** We certify that the measurement was recorded in accordance with NFHS rules.

Event: \_\_\_\_\_

Distance or Height: \_\_\_\_\_

Referee: \_\_\_\_\_

Field-event Judge: \_\_\_\_\_

**CERTIFICATION OF WITNESSES.** We certify that we were present when the claimed record was made. All competitive conditions were in accordance with NFHS rules. We support the record application and recommend its acceptance.

Meet Director: \_\_\_\_\_

Scorer: \_\_\_\_\_

Finish or Field Judge: \_\_\_\_\_

Finish or Field Judge: \_\_\_\_\_

**AFFIDAVIT OF AUTHENTICITY.** (By the meet director, scorer, or other major meet official).

STATE OF: \_\_\_\_\_ )

\_\_\_\_\_ )

\_\_\_\_\_ )

ss.  
County

I certify the signatures included on this application are authentic and valid.

Signature: \_\_\_\_\_ Official Position: \_\_\_\_\_

Address: \_\_\_\_\_ (Street) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

**SPORTSMANSHIP STATEMENT:** The NFHS National Records Committee is pleased to recognize outstanding achievements by teams and individuals. Although it is impossible to determine instant when marks are established, the committee strongly encourages recognition of performances in the true spirit of interscholastic competition. Running up scores or embarrassing an opponent for the primary purpose of inclusion in the Record Book is not consistent with the ideals of good sportsmanship.

**IX PROTEST/APPEAL FORM  
TRACK AND FIELD MEET**

(SAMPLE)  
(PLEASE PRINT)

Competitor's Name/Number: \_\_\_\_\_

School: \_\_\_\_\_

Time/Date Submitted to Referee: \_\_\_\_\_

Area of Concern (circle one): \_\_\_\_\_ Running Event \_\_\_\_\_ Field Event

Event: \_\_\_\_\_

Rule Reference: \_\_\_\_\_

Description of Protest/Appeal: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of Head Coach: \_\_\_\_\_

School: \_\_\_\_\_

Decision of Jury of Appeals: \_\_\_\_\_

**X TRACK AND FIELD PRE-CONTEST MEETING (Front)**  
(SAMPLE)

Host: \_\_\_\_\_ Date: \_\_\_\_\_

Referee: \_\_\_\_\_ Starter: \_\_\_\_\_

Teams	Coaches	Captains

**SPORTSMANSHIP**

All track and field officials are required to enforce the sportsmanship rules for all team members. Acts meant to demean or intimidate opposing contestants, teams, spectators and officials are not in the highest ideals of interscholastic education and will not be tolerated. Let today's contest reflect mutual respect.

**EQUIPMENT**

Coaches, please certify that your athletes are legally equipped and uniformed according to National Federation and State Association rules.  
**REMINDERS:** No jewelry. Must wear school issued track and field uniform. Undergarments must be single, solid and same color(s). Relay team's color scheme must be identical. Pole vaulters must use vaulting poles rated for their weight.

Events in which boys and girls will run together but be scored separately:  
 1600m  4x400m Relay  3200m  4x800m Relay

Other: \_\_\_\_\_

Allowed Track Markings:  Tape  Chalk  Other \_\_\_\_\_

High Jump: Starting Height: \_\_\_\_\_ Up by \_\_\_\_\_ " until \_\_\_\_\_, then \_\_\_\_\_ \*

Pole Vault: Starting Height: \_\_\_\_\_ Up by \_\_\_\_\_ " until \_\_\_\_\_, then \_\_\_\_\_ \*

Restricted Areas where coaches and/or contestants not allowed: \_\_\_\_\_

Competition Areas where uniforms (except shoes) may not be removed: \_\_\_\_\_

Notes: \_\_\_\_\_

**X TRACK AND FIELD PRE-CONTEST MEETING (Back)**

**SCHEDULE OF EVENTS**

EVENT	To Be Held	LANE ASSIGNMENTS							
		1	2	3	4	5	6	7	8
4 X 800 METER RELAY									
#/School: _____									
HIGH HURDLES									
#/School: _____									
100 METER DASH									
#/School: _____									
4 X 200 METER RELAY									
#/School: _____									
1600 METER RUN									
#/School: _____									
4 X 100 METER RELAY									
#/School: _____									
400 METER DASH									
#/School: _____									
INTERMEDIATE HURDLES									
#/School: _____									
800 METER RUN									
#/School: _____									
200 METER DASH									
#/School: _____									
3200 METER RUN									
#/School: _____									
4 X 400 METER RELAY									
#/School: _____									
BOY'S MEET OFFICIALLY ENDED:		AM		PM		GIRL'S MEET OFFICIALLY ENDED:		AM	
		PM		PM				PM	

**XI SPORTSMANSHIP STATEMENT**

(SAMPLE)

All track and field officials are required to enforce the sportsmanship rules for all team members. Acts meant to demean or intimidate opposing contestants, teams, spectators and officials are not in the highest ideals of interscholastic education and will not be tolerated. Let today's contest reflect mutual respect.

**EQUIPMENT**

Coaches:

Please sign below to certify to the referee/meet director that your contestants are legally equipped and uniformed according to National Federation of State High School Associations rules.

Reminders: No jewelry. Must wear school-issued track and field uniform. Undergarments must be single, solid and same color(s). Relay team's color scheme must be identical. Pole vaulters must use a vaulting pole rated for their weight.

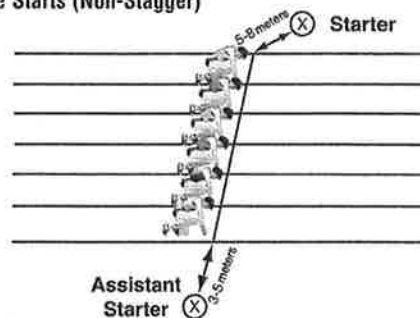
Coach's signature: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_

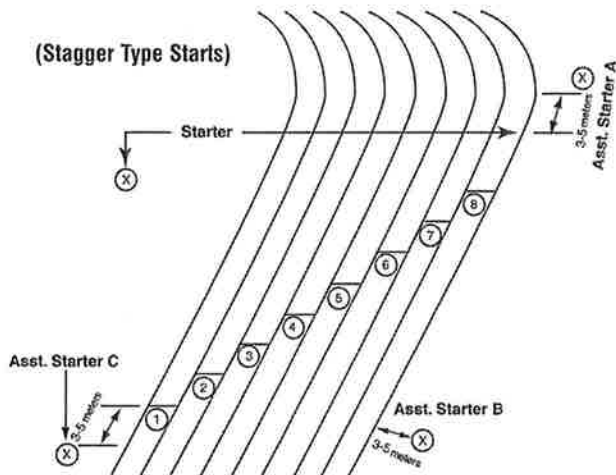
**PLEASE RETURN THIS FORM TO THE OFFICIAL'S ROOM**

**XII POSITION OF STARTER**

**Sprint Type Starts (Non-Stagger)**



**(Stagger Type Starts)**



**XIII FINISH-LINE RECORDER FORM**

(SAMPLE)

DISTRICT NO. \_\_\_\_\_ EVENT \_\_\_\_\_  
 REGION NO. \_\_\_\_\_ HEAT \_\_\_\_\_  
 TO QUALIFY FOR:  
 SEMIS \_\_\_\_\_ FINALS \_\_\_\_\_

Lane	No.	Competitor	School	Place	Time*
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					

Best Performance \_\_\_\_\_ Meet Record \_\_\_\_\_ White to: State Office or Region Mgr.  
 Blue to: Announcer  
 Green to: Scorer  
 HEAD FINISH JUDGE \_\_\_\_\_ Yellow to: Seeding/Awards Committee  
 Pink to: Clerk (Before)  
 Gold to: Announcer (Before)

\*Note: If FAT and manual times are available, both should be recorded.

**XIV CHECK-IN FORM FOR CONTESTANTS COMPETING IN BOTH FIELD AND RUNNING EVENTS**

(This form allows the Field Judge(s) to excuse a competitor to participate in a running event.)

(SAMPLE A)

**Instructions for Coach and Competitor:**  
 When a competitor needs to be excused from a field event to participate in a running event, the competitor should:

- take this form to the Clerk of Course to be signed;
- get a hip number and lane assignment;
- return to the field event and present this form to the head field judge;
- participate in the field event until it is time to report to the starting line for the running event, check out of field event before leaving. (The competitor does not need to return a second time to the indoor clerking area);
- return immediately to the field event.

Running Event

Competitor's Number

Competitor's Name

School

**Instructions to Competitor from Clerk of Course**

Race Time	Heat	Semi-Final	Final
Lane Assignment	Hip Number	If Relay, Exchange Zone Color	
Additional Instructions			
Signature of Clerk			
Time			

(This form allows the Field Judge(s) to excuse a competitor to participate in a running event.)

**(SAMPLE B)**

**Instructions for Coach and Competitor:**  
 When a competitor needs to be excused from a field event to participate in a running event, the competitor should:

- take this form to both event judges;
- return to the field event with the earlier start time and present this form to the head field judge;
- participate in the field event until it is time to report to the second field event, check out of event #1,
- report immediately to the second field event and request to take your attempt out of turn, then return to the first field event;
- continue to alternate attempts between the events, if necessary, checking out each time you leave.

<b>Field Event #1</b>
Competitor's Number
Competitor's Name
School
Flight #
Signature of Event Judge
Instructions to Competitor

<b>Field Event #2</b>
Competitor's Number
Competitor's Name
School
Flight #
Signature of Event Judge
Instructions to Competitor

**XV RELAY CHECK-IN FORM**

(SAMPLE)

EVENT \_\_\_\_\_ TIME \_\_\_\_\_  
 SCHOOL \_\_\_\_\_  
 CLASS/DIVISION \_\_\_\_\_ BOY \_\_\_\_\_ GIRLS \_\_\_\_\_  
 PLEASE PRINT NAMES AND CONTESTANT NUMBERS  
 1. \_\_\_\_\_ 4. \_\_\_\_\_  
 2. \_\_\_\_\_ 5. \_\_\_\_\_  
 3. \_\_\_\_\_ 6. \_\_\_\_\_  
 COACH'S SIGNATURE \_\_\_\_\_

COACH: This card must be handed to the clerk when your team reports. Identify those who will compete by circling their number.

**XVI —VIOLATION REPORT**

(SAMPLE)

DIRECTIONS: This report shall be completed and signed by the observing umpire when the infractions occur in running events. Do not use for false starts. All completed reports from sectional, district, regional and state meets must be forwarded to the state high school association at the conclusion of the meet.

MEET: (circle) SECTIONAL DISTRICT REGIONAL STATE BOYS GIRLS  
 LOCATION (city) \_\_\_\_\_ DATE \_\_\_\_\_  
 EVENT: \_\_\_\_\_ HEAT \_\_\_\_\_ CLASS \_\_\_\_\_  
 NAME OF PARTICIPANT \_\_\_\_\_ NO. \_\_\_\_\_  
 SCHOOL \_\_\_\_\_ JERSEY COLOR \_\_\_\_\_ LANE \_\_\_\_\_  
 INFRACTION: Check infraction on the following summary and circle the number below.

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
- 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
- 41 42 43

FOR RELAYS: Which exchange? \_\_\_\_\_ If #23, was foul before or after the zone? \_\_\_\_\_  
 SIGNATURE OF REPORTING OFFICIAL \_\_\_\_\_  
 REFEREE'S DECISION: (circle) DISQUALIFIED FROM EVENT FROM MEET  
 OTHER: \_\_\_\_\_  
 SIGNATURE OF REFEREE \_\_\_\_\_

**SUMMARY OF RUNNING RULES INFRACTIONS REPORTING FORM**

**INFRACTION – CHECK APPROPRIATE ITEM(S)**

- 1. \_\_\_\_\_ Steps on/over inside lane line on a curve for 3 or more consecutive steps.
- 2. \_\_\_\_\_ Interference by a competitor.
- 3. \_\_\_\_\_ Interference by a noncompetitor.
- 4. \_\_\_\_\_ Improving competitor's position by running on/inside track curb or outside assigned lane.
- 5. \_\_\_\_\_ Finish in the wrong lane in races requiring assigned lanes.

**THE HURDLER**

- 1. \_\_\_\_\_ Did not attempt to clear each hurdle.
- 2. \_\_\_\_\_ Deliberately knocks down a hurdle by hand or foot.
- 3. \_\_\_\_\_ Advances or trails a leg or foot alongside or below the height of the hurdle gate.
- 4. \_\_\_\_\_ Runs over a hurdle not in the assigned lane.
- 5. \_\_\_\_\_ Runs around a hurdle.
- 6. \_\_\_\_\_ Impedes another hurdler.

**UNFAIR ACT**

- 1. \_\_\_\_\_ Interference with another competitor; competitor was paced.
- 2. \_\_\_\_\_ Competitor was coached or assisted by an individual in a restrictive area.
- 3. \_\_\_\_\_ Competitors join hands or grasp each other any time during a race.
- 4. \_\_\_\_\_ Competitor is paced or assisted by a teammate or persons not participating in the event.
- 5. \_\_\_\_\_ Competitor used any aid during the race.
- 6. \_\_\_\_\_ Competitor views video or uses wireless device prior to completion.

**RELAY TEAMS**

- 1. \_\_\_\_\_ Violation of substitution rule.
- 2. \_\_\_\_\_ Failure to carry a baton.
- 3. \_\_\_\_\_ Failure to be positioned within an acceleration zone.
- 4. \_\_\_\_\_ Failure to be positioned within exchange zone.
- 5. \_\_\_\_\_ Failure to pass baton in the exchange zone.
- 6. \_\_\_\_\_ Baton not handed between runners.
- 7. \_\_\_\_\_ Incoming runner pushes outgoing runner.
- 8. \_\_\_\_\_ Throwing the baton after race is ended.
- 9. \_\_\_\_\_ Competitor wearing gloves during competition.

**UNIFORMS**

- 1. \_\_\_\_\_ Failure to wear the school uniform including assigned contestant number.
- 2. \_\_\_\_\_ Alters contestant number.
- 3. \_\_\_\_\_ Failure of relay team to wear same color and design school uniform.
- 4. \_\_\_\_\_ Illegal visible apparel (including jewelry).
- 5. \_\_\_\_\_ Violation of manufacturer's logo/trademark/reference restrictions.
- 6. \_\_\_\_\_ Failure to wear shoes.
- 7. \_\_\_\_\_ Warning for removal of uniform.
- 8. \_\_\_\_\_ Violation of proper wearing of uniform.

**UNSPORTING CONDUCT**

- 1. \_\_\_\_\_ Conduct that is unethical or dishonorable.
- 2. \_\_\_\_\_ Taunting or criticizing an opponent.
- 3. \_\_\_\_\_ Disrespectfully addressing an official.
- 4. \_\_\_\_\_ While participating as a contestant, use of profanity directed toward another person.
- 5. \_\_\_\_\_ Any flagrant behavior or intentional contact.
- 6. \_\_\_\_\_ Using tobacco.
- 7. \_\_\_\_\_ Removal of uniform (second offense).
- 8. \_\_\_\_\_ Unsupervised warmup (second offense).

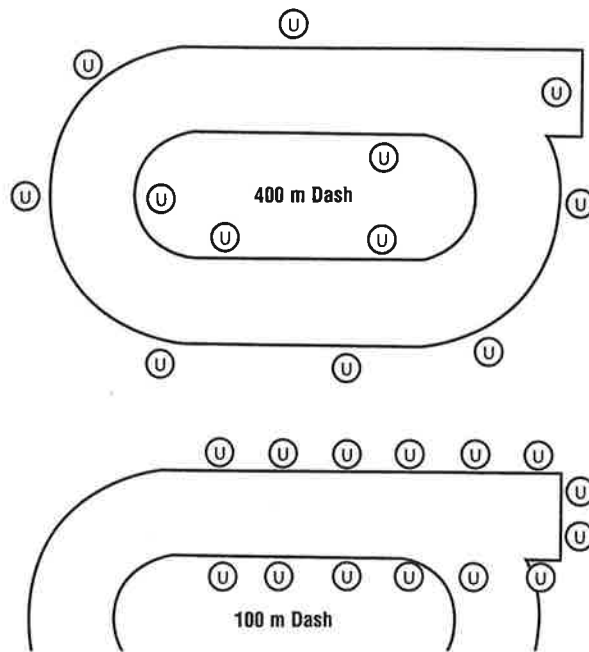
**UNACCEPTABLE CONDUCT**

- 1. \_\_\_\_\_ Willful failure to follow directions of a meet official.
- 2. \_\_\_\_\_ Use of profanity which is not directed at someone.
- 3. \_\_\_\_\_ Any action which brings discredit to individual or his/her school.

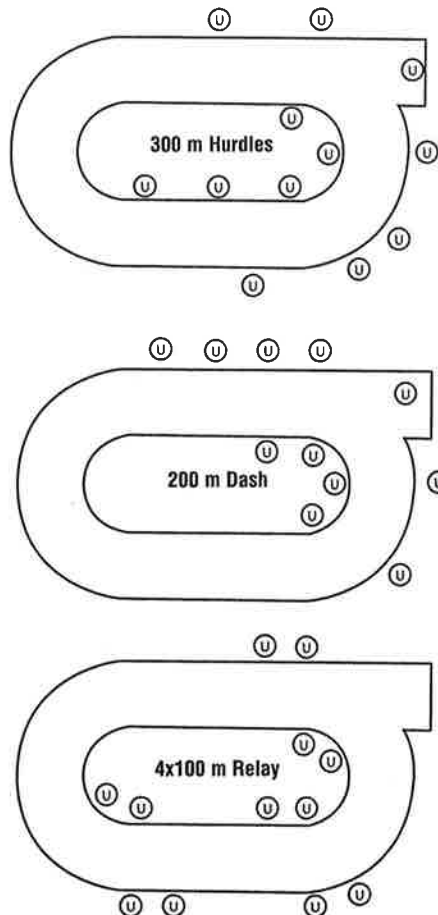
**OTHER**

- 1. \_\_\_\_\_

**XVII UMPIRE'S ASSIGNMENT SHEET**



**NOTE:** Similar diagrams should be prepared to illustrate position of umpires for races. See rules book for description of assistant umpires' duties.

**XVIII FIELD EVENT OFFICIATING PROCEDURES**

The following pages contain valuable information for field event judges. A summary of officiating procedures for each event is provided. A meet director has permission to duplicate this information and distribute it to the individuals conducting each specific event.

**TIES, BREAKING TIES**

When there is a tie at any height or distance in the finals of a field event, places and points scored shall be awarded as follows:

1. For places determined by distance:
  - a. 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 from either the preliminaries or finals is better.
  - b. If after (1a) the tie remains, the higher place shall be awarded to the tied competitor whose third-best performance is better than the third-best performance of any tied competitor, etc.
2. For places determined by height:
  - a. 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.
  - b. If the tie still 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.
  - c. Passed trials shall not count as misses.
  - d. If the tie remains after applying (a) and (b) 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 in increments of 1 inch in the high jump and 3 inches in the pole vault (see note below). If two or more of the tying contestants cleared the height, the bar shall be raised by intervals of 1 inch in the high jump and 3 inches in the pole vault. Each competitor shall attempt one trial at each height until a winner is determined.

**NOTE 1:** If the height which the tied 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.

- (2) If the tie concerns any place other than first, the competitors shall be awarded the same place with points divided equally.

In the high jump and pole vault events, a competitor shall be credited with his/her best achievement if it occurs in a jump-off for first place.

If there is a tie by any number of 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.

**XIX SETTING UP A SECTOR**

**34.92-Degree Throwing Sector Set-up**

The 34.92 degree throwing sector is an isosceles triangle having two equal sides, with the base of the triangle always being .6 of the length of either side. The sector may be prepared by using three tapes and three people or one tape, two people and stakes to clearly designate measurements.

**3-3 System: Example Shot Put**

1. Measure out from center of the circle with two tapes. (Diagram A)
2. Pull two tapes tight and then separate them by 12 meters at the 20 meter mark on each tape. (Diagram B)
3. One person holds the two tapes which will locate the sector lines in the center of the circle. (Diagram B)
4. Second person pulls tight on one of the sector line tapes and holds the zero mark of the cross measuring tape at the 20-meter mark. (Diagram B)
5. Third person pulls tight on the other sector line tape and holds the 12-meter mark of the cross measuring tape at the 20-meter mark. (Diagram B)
6. Sector lines are centered on the stopboard and permanent pins or stakes are placed at the ends of sector lines. (Sector lines can be extended if longer throws are anticipated.) (Diagram C)

Diagram A

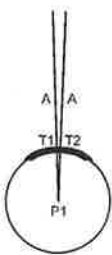


Diagram B

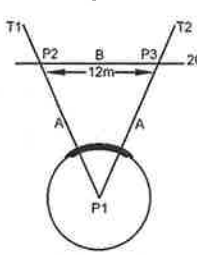
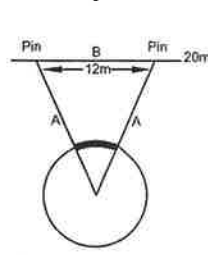


Diagram C



A=Sector line B=Cross measurement P=Person T=Tape

Sectors for the discus and hammer are set up in a similar manner, keeping the ratio of cross measurement length to sector line length at 0.6. For example, one might use sector lines of 60 meters and a cross measurement of 36 meters for the discus and 70 meters and 42 meters for the cross measurement for the hammer.

**1-2 System: Example Shot Put**

1. From the center of the 7-foot shot put circle, measure one of the outer boundary lines (sector lines) to a point 20 meters out and make a mark, #1. (Diagram D, mark #1)
2. Measure 12 meters (.6 of the length of the 20-meter boundary line) from mark #1 toward the second outer boundary line and make a second mark, #2. (Diagram E, mark #2)
3. From the center of the shot put circle, measure 20 meters for the opposite boundary line and align the 20-meter measurement with mark #2 with this measurement. (Diagram F)

**1-2 System: Example Discus**

4. From the center of the 8'2½" discus circle, measure one of the outer boundary lines (sector lines) to a point 60 meters out and make a mark, #1. (Diagram D, mark #1)
5. Measure 36 meters (.6 of the length of the 60-meter boundary line) from mark #1 toward the second outer boundary line and make a second mark, #2. (Diagram E, mark #2)
6. From the center of the discus circle, measure 60 meters for the opposite boundary line and align the 20 meter measurement with mark #2 with this measurement. (Diagram F)

Diagram D

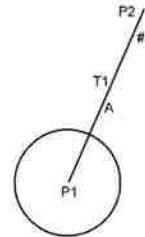


Diagram E

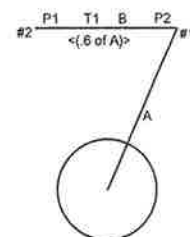
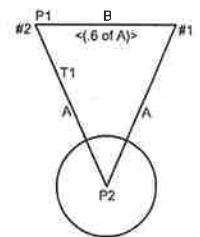


Diagram F



A=Sector line B=Cross measurement P=Person T=Tape

NOTE: The javelin sector is set out in a similar manner, except the sector angle is 28.96 degrees, which is the angle between the two equal sides of an isosceles triangle having the unequal side 0.5 times the length of the equal sides and is mathematically expressed as  $2\arcsin(0.25)$ .

**XX DISCUS THROW****LEGAL THROW**

A legal throw shall be made from within the circle and shall land within the prescribed sector. A competitor may enter the circle from any direction but must exit from the back half. A competitor may exit and re-enter the circle provided he/she does not violate the time limit and before he/she begins the attempt beginning with the pause.

A competitor shall not compete while using an illegal implement or with reference marks in the circle.

**FOUL THROW**

It is a foul if the competitor:

1. Fails to initiate a trial that is carried to completion within 1 minute after being called.
2. After stepping into the circle (from any direction), fails to pause before starting the throw.
3. After starting the attempt, 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 throw.
4. Throws the discus so it does not fall within the sector lines.
5. Throws the discus so it hits the cage and/or an object outside the sector and lands within the sector.
6. After the discus has landed, and the event judge calls "Mark," does not exit through the back half of the circle.
7. Is not under control prior to exiting the circle.
8. Does not exit the back half of the circle.

**PENALTY: The throw is not measured, but counts as a trial.**

**THROWING AIDS**

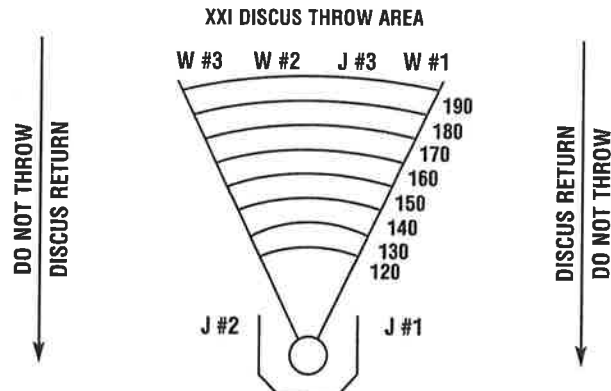
Taping of any part of the throwing hand or fingers shall not be permitted unless there is an open cut or wound that must be protected by tape. Taping of the wrist is permissible. Gloves are not permitted; however, a support belt may be worn. To obtain a better grip, competitors are permitted to use chalk or an adhesive or similar substance such as rosin on their hands during competition.

**PRELIMINARIES**

The games committee may elect to open the competitive area and specify the time by which all preliminary trials shall be completed. Any competitor who does not complete all preliminary attempts within the time specified shall forfeit any remaining trials (cafeteria style).

**MEASURING LEGAL THROW**

Measurement shall be from the nearest edge of the first mark made by the discus to the inside edge of the throwing circle nearest such mark, measured along an extended radius of the circle. Measurements shall be recorded to the nearest lesser inch or even-numbered centimeter using a nonstretchable tape (fiberglass, nylon or steel) or a certified scientific measuring device. The judge shall hold the tape in such a way that the readings will be at the circle so the competitors will immediately know the results of their efforts.

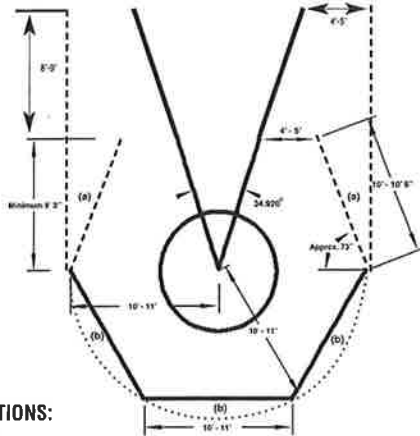


**NOTE:** It is recommended that all throwing areas be corded off with rope, fence or flags placed well outside the sector lines to minimize risk to spectators and contestants.

- |                        |   |
|------------------------|---|
| Judge No. 1            | Rule on all trials;<br>record each measurement;<br>call throwing order.   |
| Judge No. 2            | Conduct measurement;<br>enforce time limit.   |
| Judge No. 3            | Determine impact point;<br>conduct measurement.   |
| Worker Nos. 1, 2 and 3 | Carry discus to outside of the sector and a volunteer should carry the implement back to the throwing area. Implements should never be thrown back. |

**XXII SUGGESTED DISCUS CAGE SPECIFICATIONS**

For both portable or permanent installation, it is recommended that the discus cage be constructed of heavy nylon netting or other material that will absorb the energy of the discus to prevent bounce-back. There must be a rear to the cage as well as sides that extend forward at least to the front of the ring and preferably several feet beyond the front of the ring. The ends of the cage (wing/gate pole) should be placed near enough to the sector lines to maintain a 4 to 5 feet relationship in distance from the lines.

**SUGGESTED SPECIFICATIONS:**

Height: 10 feet to 14 feet

Front Opening: 20 feet to 24 feet

Distance from Corner Post to Sector Line: 4 feet to 5 feet

Distance from Center of Circle to Fencing: 10 feet to 11 feet

Fencing: Energy-Absorbing Material

(a) 10 feet to 10 feet, 6 inches

(b) 10 feet to 11 feet

**NOTES:**

1. The ends of the cage (wing/gate pole) should be placed within 4 to 5 feet of the sector lines.
2. The above diagram of a discus throwing cage is designed to provide limited protection for competitors, officials and spectators in the immediate throwing area. Due to the nature of the event, it does not ensure the safety of the aforementioned personnel.
3. It is recommended that all throwing areas be corded off with rope, fence or flags placed well outside the sector lines to minimize the risk of injury for spectators and athletes.

**XXIII SHOT PUT****LEGAL PUT**

A legal put shall be made from within the circle and shall land within the prescribed sector. A legal put shall be made from the shoulder, with one hand only, so that during the attempt, the shot does not drop behind or below the shoulder. A competitor must start from a stationary position inside the circle. No harness or mechanical device attached to the hand or arm shall be used.

A competitor may enter the circle from any direction but must exit from the back half. A competitor may exit and re-enter the circle provided he/she does not violate the time limit and before he/she begins the attempt beginning with the pause.

A competitor shall not compete while using an illegal implement or with reference marks in the circle.

**FOUL PUT**

It is a foul if the competitor:

1. Fails to initiate a trial that is carried to completion within one minute after being called.
2. After stepping into the circle, fails to pause before starting the throw.
3. After starting the attempt, 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 throw with any part of the body.
4. Allows the shot to drop behind or below the shoulder during the put attempt.
5. Touches the top or end of the stopboard before the put is marked.
6. Puts the shot so it does not fall within the sector lines.
7. Is not under control prior to exiting the circle.
8. Leaves the circle before the implement has landed and the judge calls, "Mark."
9. Does not exit the back half of the circle.

**PENALTY: The throw is not measured, but counts as a trial.**

**THROWING AIDS**

Taping of any part of the throwing hand or fingers shall not be permitted unless there is an open cut or wound that must be protected by tape. Taping of the wrist is permissible. Gloves are not permitted; however, a support belt may be worn. 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.

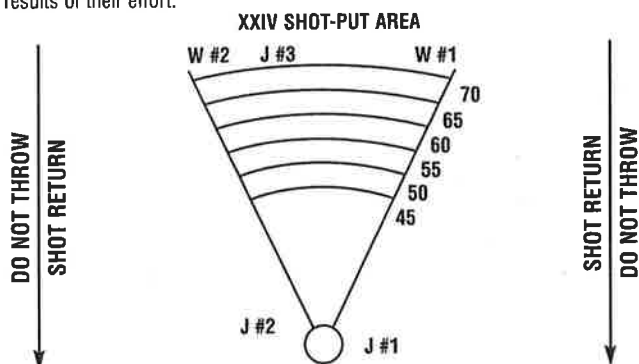
**PRELIMINARIES**

The games committee may elect to open the competitive area and specify a time by which all preliminary trials shall be completed. Any competitor who does

not complete all preliminary attempts within the time specified shall forfeit any remaining trials (cafeteria style).

### MEASURING LEGAL PUT

Measurement shall be from the nearest edge of the first mark made by the shot to the inside edge of the stopboard nearest such a mark, measured along the extended radius of the circle. Measurements to the nearest lesser ¼-inch or centimeter using a nonstretchable tape (fiberglass, nylon or steel) or a certified scientific measuring device. The judge shall hold the tape in such a way that the readings will be at the circle so that the competitors will immediately know the results of their effort.



**NOTE:** It is recommended that all throwing areas be corded off with rope, fence or flags placed well outside the sector lines to minimize the risk of injury for spectators and athletes.

Judge No. 1	Rule on all trials; record each measurement; call throwing order.
Judge No. 2	Conduct measurement; enforce time limit.
Judge No. 3	Determine impact point; conduct measurement.
Worker Nos. 1 and 2	Carry shot to outside of the sector and a volunteer should carry the implement back to the throwing area. Implements should never be thrown back.

### XXV JAVELIN THROW

#### LEGAL THROW

The javelin shall be held only by the whipcord grip at the time the throw is executed. A competitor may hold the javelin at the end of the cord grip even though one or more fingers and thumb touch the javelin shaft. In gripping the javelin, the thumb and forefinger, or the thumb, forefinger and middle finger, or forefinger and middle finger of the throwing hand may touch the shaft behind the whipcord grip. The throw must be made from behind the foul-line arc. The javelin must fall within the sector made by extending the radii of the foul-line arc through the intersection of the arc with the runway lines. The thrower shall not permit his/her body to rotate through a full turn, 360 degrees, or more at any time during the approach or delivery. The delivery of the javelin shall be made with a distinctly above-the-shoulder motion of the throwing arm and the thrower's last contact with the javelin during its release shall be with the cord grip.

A competitor shall not compete while using an illegal implement.

#### FOUL THROW

It is a foul if the competitor:

1. Makes a 360-degree turn before the javelin is in flight.
2. Uses a delivery other than an overarm, above-the-shoulder motion of the throwing arm.
3. Throws the javelin so it does not fall within the sector line.
4. Touches on or over either the runway lines or on or over the foul-line arc with any part of the body before the throw is marked.
5. Fails to hold the javelin by the whipcord grip.
6. Fails to exit the runway behind the foul-line arc after the javelin has landed and the judge calls "Mark."
7. Fails to initiate a trial that is carried to completion within one minute after being called.

**PENALTY:** The throw is not measured, but counts as a trial.

#### THROWING AIDS

Taping of any part of the throwing hand or fingers shall not be permitted unless there is an open cut or wound that must be protected by tape. Gloves are not permitted; however, a support belt may be worn. To obtain a better grip, competitors are permitted to use chalk or an adhesive of similar substance such as rosin on their hands during competition.

#### PRELIMINARIES

The games committee may elect to open the competitive area and specify a time by which all preliminary trials shall be completed. Any competitor who does