



# Visalia Elementary Track Association

## Track and Field Officiating Guidelines



[Timing and Place Picking](#) • [Long Jump](#) • [High Jump](#) • [Shot Put and Discus](#)

Note: Guidelines listed here will be those that are followed in most cases and in most meets; this posting does not prevent meet managers from altering ways in which some of the events may be conducted to allow for the efficient management of the meet. Meet managers bear the burden of communicating any changes to all teams/coaches.

### Timing and Place Picking Guidelines

1. Use the index finger to operate the stopwatch.
2. Focus on the starter's gun and watch for the appearance of smoke from the gun.
3. Visually follow the runner you are timing for the last 20 yds. of the race and stop the watch when his torso crosses the finish line; in longer races involving multiple laps keep visual contact with the runners throughout the race to ensure an accurate lap count.
4. In races of 800 meters and longer a "cross country" timing is best: one timer audibly calls out the finish times, one timer records a time for each finisher in order, place pickers line up finishers in order of finish (don't let them wander off!), then names are matched to the times in order of finish.
5. Report all times to the head timer before telling times to students.
6. Place pickers need to approach the runners as soon as it is safe to do so, being mindful of other runners still finishing, and check for his/her name; keep the runner in his/her lane while times are reported to the head timer; runners are excused when all times have been reported and have been recorded.
7. Head timer is responsible for straightening out any discrepancies with regard to times; if two pickers pick the same athlete for a given place, the higher place-picker has precedence.

8. Head timer will record 1st through 6th place finishers on results sheet.

### **Long Jump Officiating Guidelines**

1. Enter jumpers by placing name tag on the appropriate sheet according to grade/division.
2. Allow brief time for warm-ups, run-throughs, checking of step.
3. Announce to all competitors:
  - jumping will be continuous;
  - jumpers will be called in the order they signed up (order their names appear on the sheet);
  - athletes must notify the official if they need to leave the competition to take part in a running event scheduled at the same time; following the race they need to promptly return to the jump competition;
  - athletes will be allowed three (3) jumps; each will be measured provided it is a legal jump; illegal (foul) jumps will not be measured but will be counted as one of the three attempts;
  - a legal jump is made with a running approach and a one-foot take off and two-foot landing in the sand;
  - the take-off foot must be on or behind the take-off board with no part of the foot extending beyond the edge of the board; such extension of the foot is called a "foul";
  - running through the pit without attempting to jump or running to the outside of the pit to avoid a jump will be marked as a foul;
  - jumping will not continue beyond the allotted time;
4. Allow jumpers to jump from the board or the tape (a take-off point closer to the pit provided for safety purposes).
5. Measure each jump from the point of contact in the sand back to the edge of the board closest to the sand; measure to the nearest 1/2 inch (nearest 1/4 inch in the championship meet); record on the result sheet; mark all foul jumps with "F".

6. Rake sand reasonably smooth after each jump.
7. At the conclusion of the event, indicate the athletes' best of three jumps; use this best-of-three to determine 1st through 6th places and indicate those places on result sheet.

## **High Jump Officiating Guidelines**

1. Enter jumpers by placing name tag on the appropriate sheet according to grade/division.
2. Allow brief time for warm-ups, run-throughs, checking of step.
3. Announce to all competitors:
  - jumping will be continuous;
  - jumpers will be called in the order they signed up (order their names appear on the sheet);
  - athletes must notify the official if they need to leave the competition to take part in a running event scheduled at the same time; following the race they need to promptly return to the jump competition and resume jumping at the current bar height; the jump competition will continue in their absence;
  - once the bar has been raised it will not be lowered for any competitor;
  - athletes will be allowed three (3) jumps at each height;
  - all jumps must be from a one-foot take off;
  - any action by the jumper that causes the bar to fall is a "miss" regardless how fast the jumper exits the pit;
  - touching the ground or the mat beyond the bar prior to the jump is a "miss" even if no jump is taken;
  - two (2) approaches at a given height without a jump is considered an attempt and will be marked as a "miss"
  - three consecutive misses at any height or combination of heights eliminates the jumper from the competition;

- jumping will not continue beyond the allotted time;
4. Allow jumpers to jump in order; mark "O" for clearance, "X" for miss, "P" for pass; each jumper is allowed three (3) jumps at each height; three (3) consecutive misses eliminates the jumper from the competition.
  5. Raise the bar 2" at a time.
  6. The jumper clearing the highest height is the winner; in the case of a tie, the jumper with the fewest misses is the winner or gets awarded the higher place; a jumper must clear a height to be awarded a place.
  7. At the conclusion of the event, determine 1st through 6th places; indicate places on result sheet.

### **Shot Put and Discus Officiating Guidelines**

1. Enter throwers by placing name tag on the appropriate sheet according to grade/division.
2. Allow brief time for warm-ups, practice throws.
3. Announce to all competitors:
  - throwing will be continuous;
  - athletes will be called in the order they signed up (order their names appear on the sheet);
  - athletes must notify the official if they need to leave the competition to take part in a running event scheduled at the same time; following the race they need to promptly return;
  - athletes will be allowed three (3) throws/puts and the best of the three will be measured;
  - foul attempts will not be marked or measured but will count as one of the three attempts;
  - competition will not continue beyond the allotted time;

4. Assign each competitor a numbered peg to mark the spot where the implement lands; use the numbered pegs to mark each athlete's first legal attempt; if a succeeding attempt is a better one, move the peg accordingly; if the throws are too close to tell, use an additional peg assigned to the athlete.
5. Do not mark foul throws; indicate fair throws with a  $\beta$  on score sheet; mark foul throws with "F"

***Fair attempts in the Shot Put:***

- athlete must enter and exit from the back of the ring;
- athlete must execute a push movement to the implement, the implement must not be thrown (i.e. the elbow must remain behind the implement; when the elbow precedes the implement the motion is a "throw" rather than a "put" and is a foul);
- competitor must execute the entire attempt from within the circle; should any part of the body touch outside the circle, including the top of the toe board, the attempt shall be marked a foul and not measured;
- the shot must land inside the sector.

***Fair attempts in the Discus:***

- athlete must enter and exit from the back of the ring;
  - competitor must execute the entire attempt from within the circle; should any part of the body touch outside the circle the attempt shall be marked a foul and not measured;
  - the discus must land inside the sector
6. Measure each throw by first extending the tape measure from point of landing back through the center of the circle; with tape measure extended, read the measurement of the throw/put at the outer edge of the toe board or ring; measure to the nearest 1/2 inch (nearest 1/4 inch in the championship meet); record on the result sheet.
  7. At the conclusion of the event, indicate the athletes' best throw/put; use this best mark to determine 1st through 6th places and indicate those places on result sheet.