



**Little  
Athletics**  
Victoria

## 2024/25 Commonwealth Bank Region Relay Carnivals (U9-U17)

Region	Date	Venue	Address
EMR	Saturday 16 <sup>th</sup> November 2024	Box Hill	<a href="#">Hagenauer Reserve - Box Hill North</a>
GCR	Saturday 16 <sup>th</sup> November 2024	Cranbourne	<a href="#">Casey Fields, Cranbourne East</a>
NCR	Sunday 17 <sup>th</sup> November 2024	Shepparton	<a href="#">Shepparton Little Athletics Club - Shepparton</a>
NMR	Saturday 16 <sup>th</sup> November 2024	Diamond Valley	<a href="#">Diamond Valley Little Athletics Centre - Greensborough</a>
SMR	Saturday 16 <sup>th</sup> November 2024	Springvale	<a href="#">Springvale Little Athletics Centre - Ross Reserve, Noble Park</a>
WCR	Sunday 17 <sup>th</sup> November 2024	Ballarat	<a href="#">Llanberris Athletics Reserve - Golden Point</a>
WMR	Saturday 16 <sup>th</sup> November 2024	Werribee	<a href="#">Victoria University Wyndham Sporting Complex - Hoppers Crossing</a>

## 2024/25 Commonwealth Bank State Relay Championships

Meadowglen international Athletics Stadium, Epping

Saturday 14<sup>th</sup> December 2024

U9-U17 athletes

**\*PLEASE NOTE:** In the event of any discrepancy between rules or regulations mentioned in this document and the LAVic Official Rules and Regulations, the Official Rules and Regulations (located on the LAVic website) will take precedence.

## Entry Process

All entries must be completed online. Centres can enter their teams on multiple occasions up to the closing date, **Monday 28<sup>th</sup> October 2024 @ 11am**. If teams entered need deleting or amending this can be done by contacting the LAVic office, prior to the closing date. After the closing date no changes or additions can be made.

## Entry Fees

Entry Fees are \$36 per team

## Entry Timelines

1. Entries for both **Centre & Region teams** close at 11am on Monday 28<sup>th</sup> October 2024.
2. Centres will be invoiced for their entered teams following the close of entries.
3. Any team scratching after Monday 28<sup>th</sup> October must be directed to LAVic. The team will be withdrawn but the invoice will remain unchanged.

See the below timeline and key dates for team entries and invoicing.

<b>Tuesday 15<sup>th</sup> October 2024</b>	Region Relay Teams entry portal opens. Team Manager portal opens.
<b>Monday 28<sup>th</sup> October 2024 @ 11am</b>	Region Relay Teams entry portal closes. <b>NO LATE ENTRIES ACCEPTED.</b> Team Manager portal closes.
<b>Thursday 31<sup>st</sup> October 2024</b>	LAVic will send entry numbers to Regions.
<b>Friday 1<sup>st</sup> November 2024</b>	LAVic will invoice all Centres for Teams.
<b>Date TBC (Likely around 4<sup>th</sup> Nov)</b>	LAVic will send Meet Manager database to Regions.
<b>Saturday 16<sup>th</sup> November 2024 (EMR, GCR, NMR, SMR &amp; WMR)</b> <b>Sunday 17<sup>th</sup> November 2024 (WCR &amp; NCR)</b>	Commonwealth Bank Region Relay Carnivals.
<b>Monday 9<sup>th</sup> December 2024</b>	Team Manager changes (if required) for Teams Qualified for State Championships due to LAVic.
<b>Saturday 14<sup>th</sup> December 2024</b>	Commonwealth Bank State Relay Championships.

Please enter early and if you have any issues email: [debbie.baskin@lavic.com.au](mailto:debbie.baskin@lavic.com.au) **before entries close.**

A final list of confirmed teams will be sent to the Nominated Team Manager and Centre Secretary once entries close.

## Team Managers

Each Centre may nominate two Team Managers for the Commonwealth Bank Region Relay Carnivals. All nominations must be completed by **Monday 28<sup>th</sup> October 2024 @ 11am**.

Please make sure the Working with Children Check and Expiry Date information is completed.

**The Team Manager portal will can be completed by clicking on the link [HERE](#).**

If your Centre has Teams that qualify for the Commonwealth Bank State Relay Championships, these Team Manager details will still apply, unless advised otherwise.

If you would like to add or remove any Team Managers between Region and State Championships, please email: [debbie.baskin@lavic.com.au](mailto:debbie.baskin@lavic.com.au) before Monday 9<sup>th</sup> December.

## Child Safe and Play by the Rules Requirements

Team Managers are encouraged to familiarise themselves with the Childsafe 'Play by the Rules' modules, they are available online and a fantastic learning tool. The recommended modules are:

1. PBTR - Child Protection and Safeguarding Course
2. PBTR - Harassment and Discrimination Course

Please click on the link below to complete them:

<http://www.playbytherules.net.au/interactive-scenarios/free-online-training>

## Overview of Age groups and Events

To compete in the Commonwealth Bank Region Relay Carnivals, athletes must be a LAVic financial registered competitive member in their correct age group (U9-U17) by the closing date and time of entries for the competition. If a Team change occurs on the day, all athletes must be a LAVic financial registered competitive member in their correct age group by the submission of the Team Change Summary form.

The Commonwealth Bank Region Relay Carnivals are also the qualification method for teams wishing to compete at the Commonwealth Bank State Relay Championships (further details are provided later in this document).

The Events offered and their allowable composition are as follows:

Event Type	Age Group	Team Composition
4 x 100m	U9 - U17 B & G	4
4 x 200m	U9 - U17 B & G	4
Swedish Medley (100m,300m,200m,400m)	U9 - U17 B & G	4
Mixed Sex 4 x 100m	U9 - U17 MS	2 x Boys, 2 x Girls
Mixed Sex 4 x 200m	U9 - U17 MS	2 x Boys, 2 x Girls
Multi-Class 4 x 100m	U9 - U17 MT	4 (any combination)
Multi-Class 4 x 200m	U9 - U17 MT	4 (any combination)

**B** – Boys Only    **G** – Girls Only    **MS** – Mixed Sex    **MT** – Mixed Teams

All events at the Region and State Relays are Timed Finals / Final only. As all events are either a Final or Timed Final, **team composition is limited to 4 athletes only per team.**

The maximum number of events / Teams an athlete can compete in is Four (4).

Athletes cannot compete in more than one (1) team in each event type.

Athletes cannot compete in two (2) or more different age groups in the same event type.

Team changes on the day of the event (due to illness/injury/absence etc.) can be made using the appropriate form but **MUST BE LODGED AT LEAST 60 MINUTES PRIOR TO THE START TIME FOR THAT "BLOCK" OF EVENTS.** Team changes can still occur between Region and State Relays if required.

The Swedish Medley consists of (in order), **100mts, 300mts, 200mts, 400mts.** The first 100mts is laned, starting at the 200mt start line. Once the first change-over occurs the 2<sup>nd</sup> athlete can leave their lane at the break line on the front straight, then all other legs are un-laned.

Athletes may be promoted to a higher Age Group as follows:

- All age group athletes (from U9 up), except Multi-Class, may be promoted 1 or 2 age groups.
- Multi-Class (U9 and older) athletes can be promoted into all available age group types.
- Athletes from U6-U8 are not eligible to compete and cannot be promoted in any situation.
- Further details regarding promotion of athletes can be found in the Competition Regulations.

## Multi-Class Relays

Relays will be conducted in the 4x100 and 4x200 as Mixed Teams (any combination of Boys/Girls). The age group types are U9-U10, U11-U12 and U13-U17. Multi-Class athletes (U9 and older only) can be promoted into any of these age group types.

As the converted time is used to calculate a percentage, no advantage is gained by Mixed Teams competing together.

Mixed Teams can be 4 boys, 4 girls, 3 boys & 1 girl, 3 girls & 1 boy or 2 boys & 2 girls.

Medals will be awarded at both the Region Carnivals and State Championships, once the performances have been converted to an overall team percentage.

## Progression to Commonwealth Bank State Relay Championships

The Commonwealth Bank Region Relay Carnivals are the sole qualification method for teams wishing to compete at the Commonwealth Bank State Relay Championships. No direct entries are accepted for the Commonwealth Bank State Relay Championships.

For all events in each of the U9 to U17 age groups, the winning team at each Regional Carnival will qualify for the State Championships with the remaining available places allocated to the next fastest teams regardless of Region.

The number of teams qualifying for each event will be as follows:

- 4 x 100m (U9-U15) – 7 Region Winners + next 17 fastest teams (24 in total)
- 4 x 100m (U16-U17) – 7 Region Winners + next 9 fastest teams (16 in total)
- 4 x 200m (U9-U17) - 7 Region Winners + next 9 fastest teams (16 in total)
- Swedish Medley (U9-U17) - 7 Region Winners + next 9 fastest teams (16 in total)

For Multi-Class Relays, the fastest 16 converted times (using Baseline Tables) for each Age Group Type (U9-U10, U11-U12 & U13-U17) in each event (MT 4 x 100m and MT 4 x 200m) will qualify for the State Championships.

All events at both the Region and State Relays are Timed Finals / Final only and **seeding at State Championships is based on performance at Region Relay Carnivals.**

## Uniforms & Footwear

All athletes competing must wear their **approved Centre/Region Uniform** which conforms to the standards as defined in the **LAVic Centre Uniform Booklet**.

**The Commonwealth Bank Registration patch and Coles Sponsor Patch** must be worn at both the Region Relay Carnivals and State Relay Championships.

- **Spikes are not permitted to be worn by U9-U10 athletes (even if they are promoted to older age group events).**
- **U11 – U17 athletes may wear spikes in all events.**

## Timetable

A timetable will be available on your Region Relay Event Page after entries close.

A draft **State** timetable is available to view as a guide only. Once entries close, the State timetable will be adjusted and finalised according to the number of teams entered. **Please note that there are a few changes from last season to reduce potential clashes.**

**The Draft Timetable for the Commonwealth Bank State Relay Championships 2024-25, is available on the Commonwealth Bank Region Relay Carnival page [HERE](#).**

## Call Rooms

Where applicable, the call room times, and process will be advised by the Region once entries have closed and the timetable produced. Details will be sent out to all Centres on this.

## Presentations

For each **Commonwealth Bank Region Relay Carnival Event:**

- Medals will be presented to the first three placegetters, in either the Final or the finalised times from the Timed Finals, or the converted performances for Multi-Class events. (Team of 4 athletes only).

For each **Commonwealth Bank State Relay Championship Event:**

- Medals will be presented to the first three placegetters, in either the Final or the finalised times from the Timed Finals, or the converted performances for Multi-Class events. (Team of 4 athletes only).
- A team pennant will be presented to the first three placegetters, as above.

## Centre Duties

Below is a list and description of Centre duties assigned at most Regions and States.

Note: Regions will assign their own duties, LAVic office will assign State duties.

<b>Position:</b>	<b>Summary of role:</b>
<b>Arena Steward</b>	Ensure only accredited personnel access the track
<b>Call Room Judge</b>	Assist with transportation of athletes to events, or attaching hip numbers to athletes
<b>Communications Assistant</b>	Assist Administration Manager with various tasks
<b>Finish Marshall</b>	Assist with removing athletes from the track
<b>Finish Place Judge</b>	Assist with calling out finishing order of each event
<b>Finish Scribe</b>	Writing down the finishing order of each event
<b>Results assistant</b>	Sort result cards for Centres
<b>Refreshment Steward</b>	Provide refreshments to officials
<b>General Officials</b>	As required perform the duties of any General Official position (Will be called across PA if required)
<b>Start Marshall</b>	Assist with organising starting athletes prior to each event
<b>Takeover Zone Marshal Assistant</b>	Assist in marshalling athletes onto the track
<b>Takeover Zone Umpire</b>	Refer infringements to the Takeover Zone Chief
<b>Technical Set Up</b>	Assist Technical Manager with the set up before the event
<b>Technical Pack Up</b>	Assist Technical Manager with the pack up after the event
<b>Timekeeper</b>	Assist with timekeeping each race
<b>Track Umpire</b>	Observe athletes for infringements

## Links to the relevant LAVic Rules and Regulations are listed below:

Competition Rules: [CLICK HERE](#)

Relay relevant rules are:

- Rule 170: Relay Races (page 20)

Competition Regulations: [CLICK HERE](#)

Relays relevant rules are:

- Rule 611: Draws and Qualifications in Track Events (page 12)
- Rule 612: Relay Teams (page 14)

## Entries

Step by step instructions are as follows:

1. Click [HERE](#) to access the **U9-U17 Commonwealth Bank Region Relay Carnivals Team registration portal**.
2. Have a read over the event description and then click on the <Register Now> button at the top of the page.
3. When asked “who would you like to register?”, select <New Participant> and click <Next>.
4. Fill in your contact details and then select either “Team Manager” or “Centre Administrator” (whichever applies) and click <Next>.
5. Work your way through each age group and event and select which teams you wish to enter. Each age group/event will have a box like this ...

1. Basic Info 2. Products 3. Questions 4. Summary 5. Payment 6. Success

Select your event products

**U09 Girls**  
Age promotion is not available for these events

U09 Girls - 4 x 100m  
Little Athletics Victoria  
Description ▾  
\$ 30 per team

FREE  Max: 10

U09 Girls - 4 x 200m  
Little Athletics Victoria  
Description ▾  
FREE  Max: 10

U09 Girls - Swedish Medley  
Little Athletics Victoria  
Description ▾  
FREE  Max: 10

**U09 Boys**  
Age promotion is not available for these events

U09 Boys - 4 x 100m  
Little Athletics Victoria  
Description ▾  
FREE  Max: 10

The age group and event are in the top left corner of each box (green). The description for each event will have the price in the drop down menu (black).

To enter 1 or more teams in an Event, tick the “FREE” box (red) and then use the “+” and “-” buttons to adjust the number of teams you wish to enter in each event (orange).



6. Once you have entered all of your teams, click <Next>.
7. Select your Centre and your role from the options available and click on <Next>.
8. Review the products selected on the summary screen. Click <Edit> if you need to edit the number of existing entries or add additional entries or click <remove item> if you wish to remove an entry. Once you are happy with the events selected, hit <submit registration>.
9. You should now be on the final page that confirms that your registration has been submitted. You should also receive a confirmation email.

A few important notes:

- Entries will show as “FREE” on the system during the registration process. Centres and Regions will be invoiced \$36 per team entered following the close of entries.
- If you finalise your entries and then wish to enter additional teams at a later date, you will need to complete a new registration listing ONLY the additional teams you wish to enter. Please do not re-register teams that you have already entered.
- If you enter any teams that need to be withdrawn prior to the close of entries, please email details to [brett.johnstone@lavic.com.au](mailto:brett.johnstone@lavic.com.au) prior to the close of entries.
- Any requests to remove teams after the close of entries can also be sent to [brett.johnstone@lavic.com.au](mailto:brett.johnstone@lavic.com.au) but please note that Centres/Regions will still be invoiced for these teams.

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**If you require further assistance**

Please contact Debbie Baskin, [debbie.baskin@lavic.com.au](mailto:debbie.baskin@lavic.com.au)