



Little
Athletics
Victoria



2019-2020 Advanced Officiating Booklet - Relays

Incorporating Rules of Competition & Regulations

Little Athletics Association of Victoria
Incorporated

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PREFACE

This booklet is aimed at Organisers and appointed Officials at Region Carnivals & State Championships.

The booklet is designed to provide a toolkit of knowledge in the conduct, while outlining the various rules and processes used at Region and State Relay competitions.

The expectation of officials at this level is to be more stringent on the rules, have a consistency of process, but still upholding the laws of fairness and applying the rule of common sense. Officials should always bear in mind the age of the athlete they are always conversing with.

The booklet is part two of two Little Athletic Victoria levels of Officiating. Part 1 – Centre Officiating Booklet describes the basic rules for competitions held at a Centre Level.

We thank you for your time and effort in volunteering to help children participate in this exciting sport. Your contribution is very much appreciated.

Enjoy your involvement with Little Athletics and good luck.

MANAGING & COMMUNICATING

Through completing the Introduction to Officials Course and reviewing this document, volunteers should have the knowledge and competence to conduct an event at Little Athletics. However, this only covers the technical side of running an activity; the more important side is being good at managing and communicating with groups of children and other volunteers.

Managing & Communicating with Children

There are several points to remember when officiating children:

COMMUNICATION

Children are not little adults. When communicating, remember:

- Children don't respond to instructions in the same way adults do. Instructions must be clear, simple and have practical meanings. Don't leave the interpretations of instructions up to the child.
- Think about the words you use. In understanding a message, adults can use a range of skills that aren't available to children. Adults can interpret words in the context of the message/situation, watch your body language and gestures and draw from past experiences. Children often, take the verbal word literally. The words you use should reflect literally what your message is.
- Always be encouraging, children are very good at remembering experiences. If they break a rule, be encouraging, supportive and directional in the language you use. Officiating should be a form of instruction on how to do it right.
- Sarcasm or being critical in a joking way isn't something that children have learnt to interpret well; it should not be used.

MANAGING GROUPS OF CHILDREN

Points to remember:

- Children want to be active; asking them to stand quietly in line for periods of time to await their turn isn't often successful. Try and keep them active when it's not their turn. As an example, you can provide them with basic practice drills or warm up activities for the event.
- Don't try to do it all by yourself, encourage parents to become involved. Every child is to be supervised the whole time. Don't allow children to wander off.

Managing & Communicating with Other Volunteer Helpers

As an Official, you will often find yourself as the person conducting the event. You will have other volunteers to help you with the tasks of officiating.

COMMUNICATION

Communicating with the other assisting volunteers is very important. Points to remember are:

- Before the start of the event, explain that the level of officiating will match the skill level and age of the children.
- Set the tone for how the activity will be conducted and how relaxed rule interpretations are.
- Be clear with any points that may be subjective, e.g. the shot put action, so that all officiating is consistent.
- Explain the roles of the helpers and the exact tasks you'd like them to do. Don't assume they already know. People are sometimes reluctant to ask for help if they feel it is embarrassing to be naive.
- Be friendly, everybody is there to enjoy themselves.

MANAGING

Always thank people for their assistance and point out the fact it's through their effort the children will have/have had an enjoyable experience. People like to feel appreciated.

Don't lump responsibility onto people who don't have the knowledge or experience in a certain field. It can cause all kinds of problems and will usually result in potential volunteers being lost.

Take the time to get to know new volunteers.

Allow and encourage new helpers to make suggestions. Don't enforce things just because that's the way it's always been done.

LAVic RELAY RULE

RULE 170: RELAY RACES

1. The standard distances will be: 4x100m, 4x200m, 100m-100m-200m-400m Medley Relay (Medley Relay)
2. Lines 50mm wide will be drawn across the track to mark the distances of the legs and to denote the scratch line.
3. In the 4x100m and the first and second changes of the 4x200m and the first and second changes of the Medley Relay, each takeover zone will be 30m long, of which the scratch line is 20m from the start of the zone. For the third change in the 4x200m and the Medley Relay the takeover zone will be 20m long of which the scratch line is the centre. The zones shall start and finish at the edges of the zone lines nearest the start line in the running direction. For each takeover conducted in lanes, a designated official shall ensure that the athletes are correctly placed in their takeover zone.
4. When all or the first portion of a relay race is being run in lanes, an athlete may place one check-mark supplied or approved by the Organising Body within their own lane and clear of the lines marking the lane. No other check mark may be used. The Judges shall direct the relevant athlete to adapt or remove any marks not complying with this Rule. If they do not the Judges shall remove them.
5. The relay baton will be a smooth hollow tube, circular in section, made of wood, metal or any other rigid material in one piece, the length of which must be 280mm to 300mm. The outside diameter must be 32mm \pm 2mm or 38mm \pm 2mm and it must not weigh less than 50g. It should be coloured so as to be easily visible during the race.
6.
 - (a) A baton will be used for all Relay Races held in the Stadium and will be carried by hand throughout the race. Batons do not have to be numbered but should be of a different colour in neighbouring lanes where possible.
 - (b) Athletes are not permitted to wear gloves or to place material or substances on their hands in order to obtain a better grip of the baton.
 - (c) If dropped, the baton must be recovered by the athlete who dropped it. The athlete may leave their lane to retrieve it provided that, by doing so, the athlete does not lessen the distance to be covered. In addition, where the baton is dropped in such a way that it moves sideways or forward in the direction of running (including beyond the finish line), the athlete who dropped it, after retrieving it, must return at least to the point where it was last in their hand, before continuing in the race. Provided these procedures are adopted where applicable and no other athlete is impeded, dropping the baton shall not result in disqualification.
If an athlete does not follow this Rule 170.6, the athlete's team will be disqualified.
7. The baton must be passed within the takeover zone. The passing of the baton commences when it is first touched by the receiving athlete and is completed the moment it is in the hand of only the receiving athlete. In relation to the takeover zone, it is only the position of the baton which is decisive. Passing of the baton outside the takeover zone will result in disqualification.
8. Until the moment when the baton is in the hand of only the receiving athlete, lane infringement rules shall be applicable only to the incoming athlete. Thereafter it shall be applicable only to the receiving athlete.
Additionally, athletes, before receiving and/or after handing over the baton, should keep in their lanes or maintain position until the course is clear to avoid obstruction to other athletes. If however an athlete impedes a member of another team, including by running out of position or lane at the finish of their leg, obstruction rules will be applied.
9. If during the race an athlete takes or picks up the baton of another team, the athlete's team will be disqualified. The other team should not be penalised unless an advantage is obtained.
10. Each member of a relay team may run one leg only. If an athlete does not follow this Rule, the athlete's team will be disqualified.

- 11.** Refer to the LAVic the Competition Regulations - Rule 612 for Relay Team compositions.
- 12.** The 4x100m race will be run entirely in lanes.
- 13.** The 4x200m race will be run in lanes for the first two legs, as well as that part of the third leg up to the nearer edge of the breakline (an arched line marked after the bends across all lanes other than one), where athletes may leave their respective lanes (three bends in lanes).
- 14.** The Medley Relay race will be run in lanes for the first two legs, as well as that part of the third leg up to the nearer edge of the breakline (an arched line marked after the bends across all lanes other than one), but located at the end of the second bend, where athletes may leave their respective lanes (two bends in lanes).
- 15.** If an athlete does not follow Rule 170.12, 170.13, or 170.14 the athlete's team will be disqualified.
- 16.** For all takeovers, athletes are not permitted to begin running outside their takeover zones and will start within this zone. If an athlete does not follow this Rule, the athlete's team will be disqualified.
- 17.** In the 4x200m and Medley Relay, the athletes running the final leg will, under the direction of a designated official, place themselves in their waiting position in the order of the start list (inside to out). Once the incoming athletes have passed the breakline, the waiting athletes must maintain their order, and must not exchange positions at the beginning of the takeover zone. If an athlete does not follow this Rule, the team may be disqualified.
- 18.** In any race, when lanes are not being used for the takeover zone, waiting athletes can take an inner position on the track as incoming team members approach, provided they do not jostle or obstruct another athlete so as to impede their progress. In 4 x 200m and Medley Relay, waiting athletes shall maintain the order in accordance with the rule 170.17. If an athlete does not follow this Rule, the athlete's team may be disqualified.

LAVic RELAY PROCESSES

Venue Set Up

Prior to the beginning of any competition day it is the responsibility of the Chief Official to ensure the venue they are controlling is set up as per the documentation, has all relevant equipment, and most importantly, the area is in a safe condition.

Usually the Technical Manager has set up the venue according to the documentation; however, as the Chief of the event or area it is your responsibility to ensure this has occurred. If you find you require missing equipment, you should contact the technical manager to get the equipment you require. If you are unsure of anything you may also contact the relevant Referee or the Meet Manager.

LAVic Rule 614 Call Room

1. All athletes MUST go through the Call Room before their event. Athletes who go directly to the event will not be allowed to participate, subject to Competition Rule 142
2. For the purpose of 1 above, an Event Release Form given to the Call Room before the Final Entry Time will be treated as if the athlete has attended the Call Room.
3. All Athletes must present to the Call Room in full-approved Centre uniform prior to the Final Entry Time ..
4. Team Managers are not permitted inside the Call Room unless they are:
 - (a) Called by a Competition Official.
 - (b) Dropping off Event Release or Scratch forms.
5. Within the Call Room the following will occur:
 - (a) Uniform checking.
 - (b) Event preparation – e.g. roll call, lane allocation, placement of hip numbers etc.
6. Call Room Entry Times for the State Relays will be as follows:

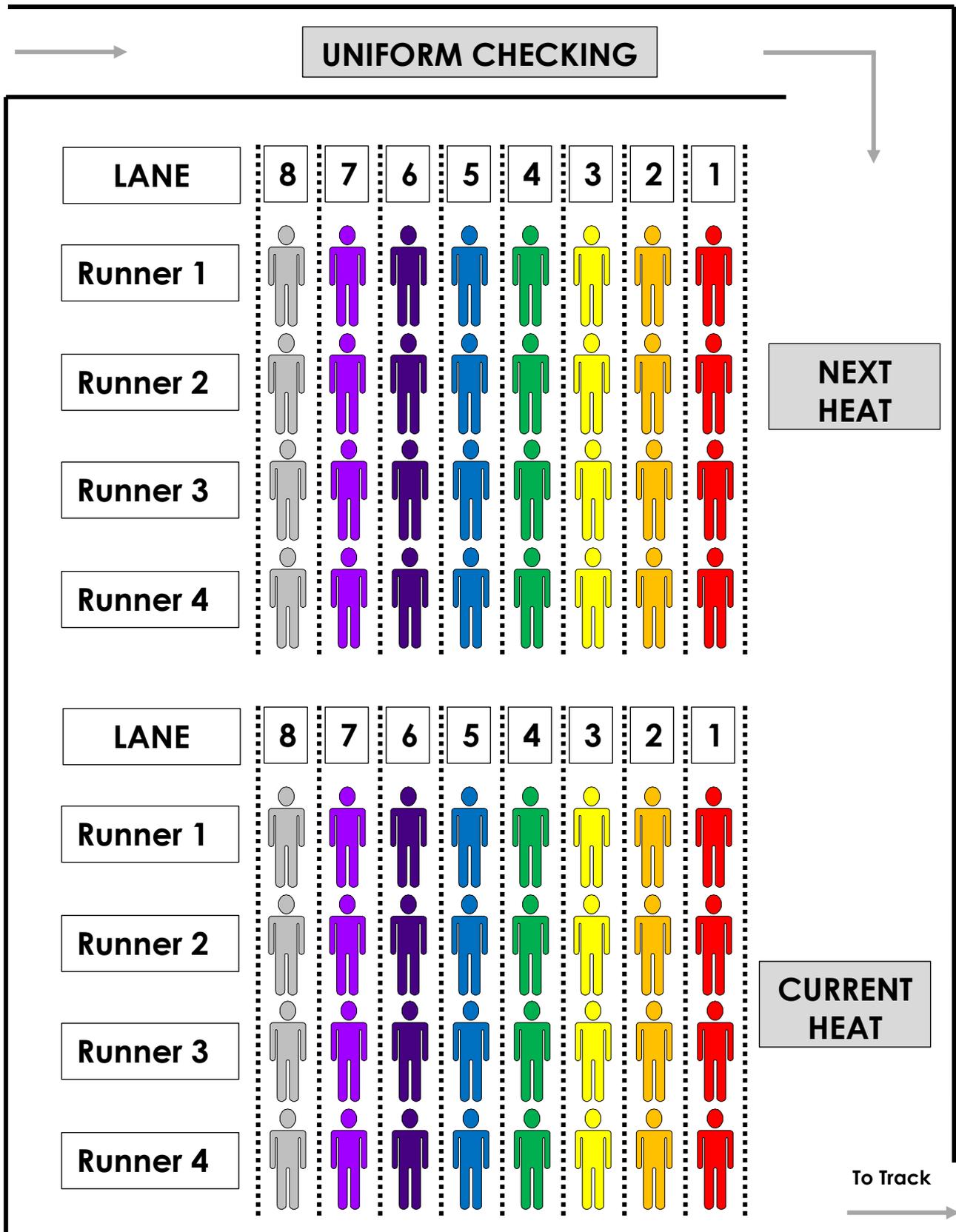
First Entry Time – 25 minutes prior to the scheduled event start time.

Final Entry Time – 20 minutes prior to the scheduled event start time.

 - (a) Athletes are to be at the Call Room no later than the Final Entry Time .
 - (b) For relays, ALL four runners must be present at the Call Room prior to the Final Entry Time
7. The event timetable will be published and will clearly state the event start time.
8. For the purpose of determining the Call Room Final Entry Time the Call Room should have a clock clearly displayed which the Call Room judges, and Call Room referee will use.
9. An announcement will be made around the Call Room area at the First Entry Time for athletes to enter the Call Room.
10. No event will leave the Call Room prior to the Call Room Departure Time unless ALL athletes are present.
11. Athletes who present to the Call Room after the Final Entry Time and prior to the athletes departing the Call Room, are liable to disqualification at the discretion of the Call Room Referee.
12. Once the athletes / teams have departed the Call Room for that particular event, no further athletes / teams will be allowed to participate.
13. Unless advised otherwise by the Competition Director / Meeting Manager **ALL** event Call Room Entry times will be as stated above.

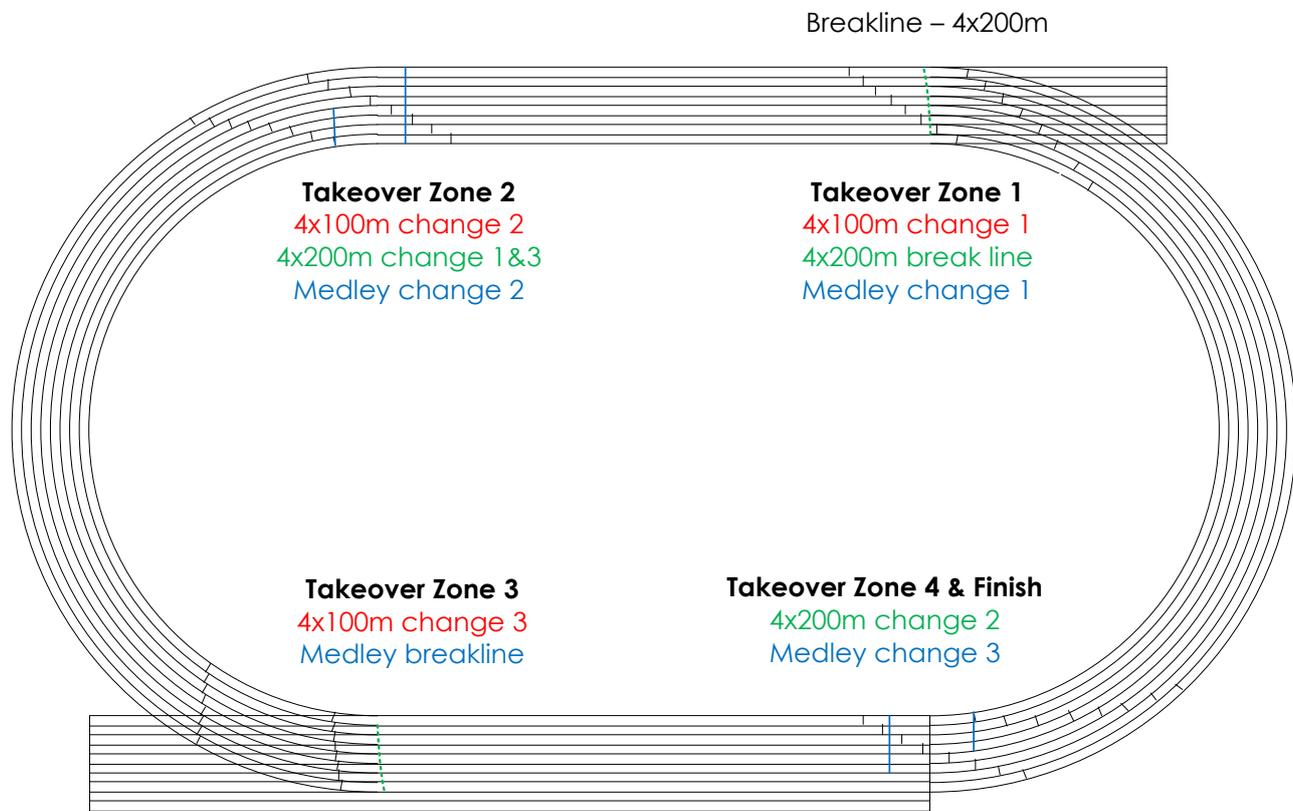
Call Room Layout

This is a stylised layout of the Call Room. The actual dimensions maybe different at the venue but the main areas of Uniform Checking and Event Prep Area must be laid out. Athletes should then be lined up in 4 rows of up to 8 teams prior to being taken to their track positions.



Track Layout and Line Markings

The following three diagrams show the basic track layout highlighting the Takeover Zone & Breakline locations. They also show the colours of the lines for the Start Lines staggers, In & Out Zone lines.



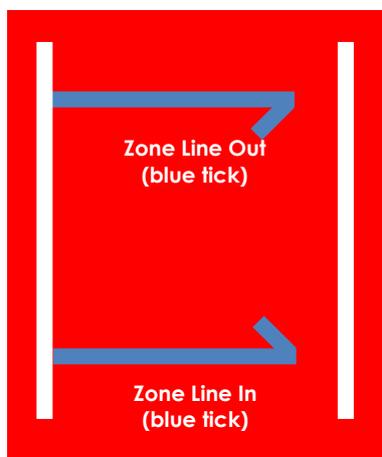
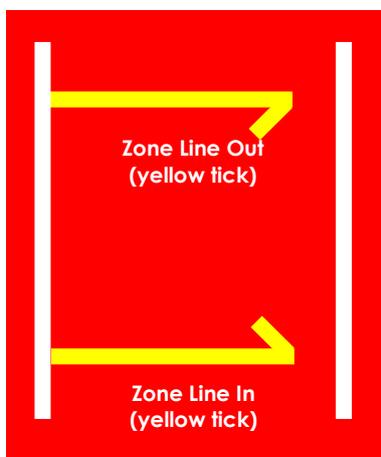
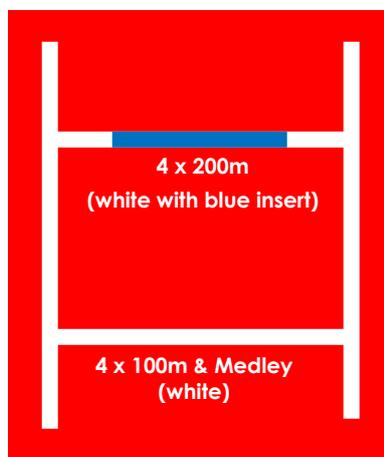
Breakline – Medley

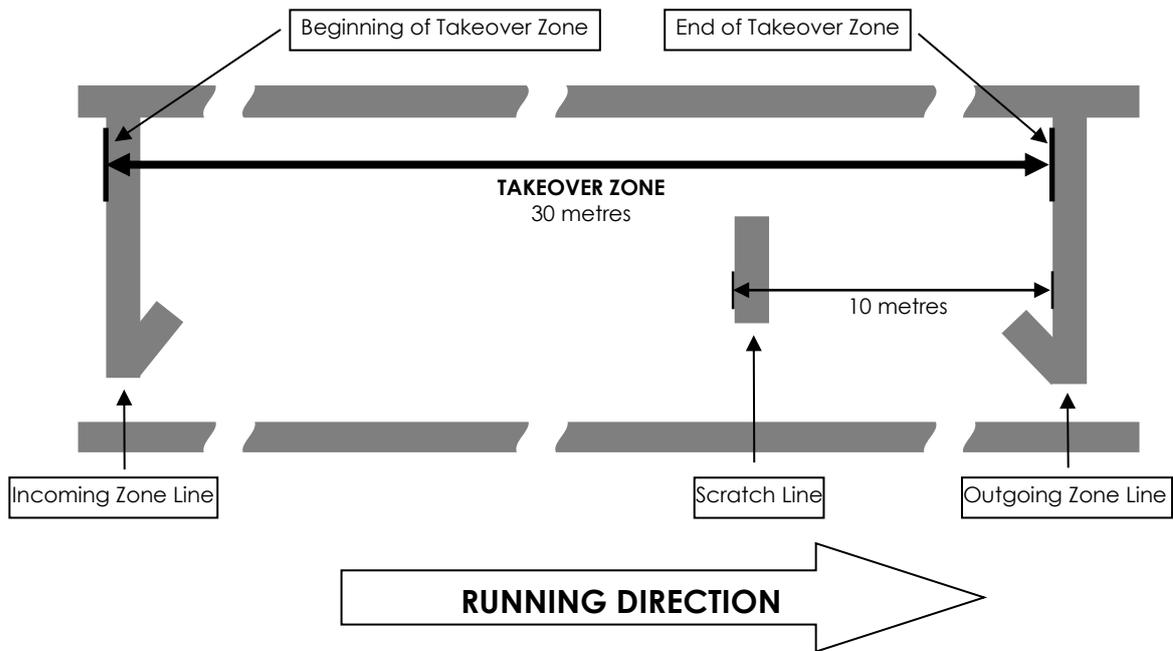
Starting Positions

4x100m – on 400m stagger start lines.
 4x200m – on 4x400m stagger start lines.
 Medley – on 400m stagger start lines.

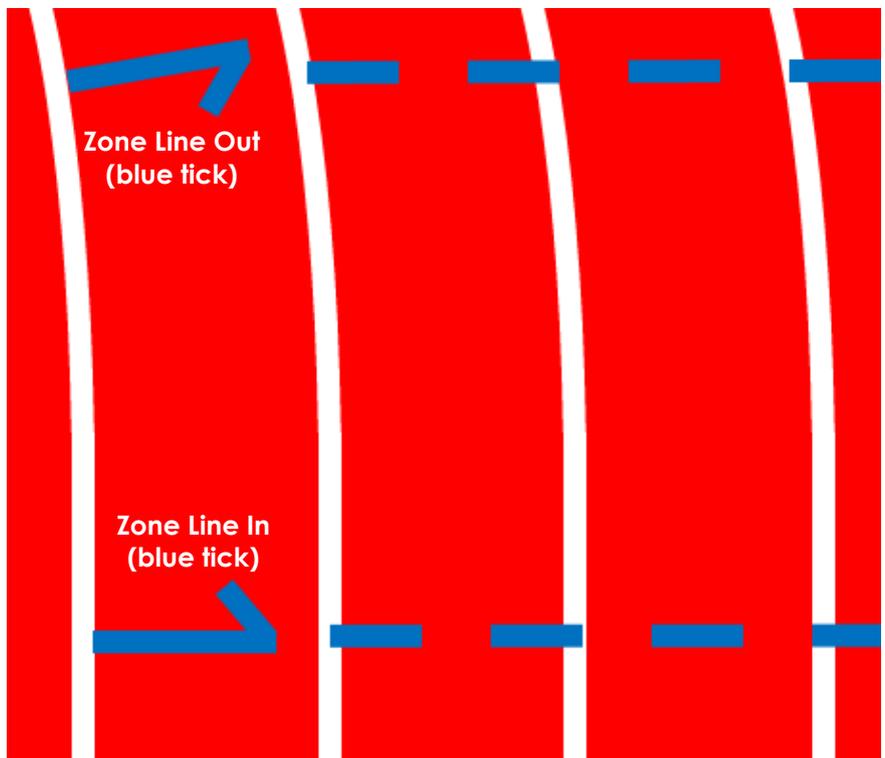
**The below markings are for a red track
 Where the track is blue, the blue marks will be red.**

- Start Line Staggers
- Laned 4 x 100m
- Laned 4 x 200m





Unlaned Takeover Zone



Relay Takeover Zones

To assist athletes and officials in Little Athletics, witches' hats are placed at the incoming and outgoing ends of takeover zones. For unlaned takeovers, a witch's hat 3m in from the start of the takeover zone to assist the athlete to place themselves on the track. (This is to assist athletes to NOT cross the start of the takeover zone as this will lead to disqualification)

Depending whether the zone is operating as a laned or an unlaned takeover the witches' hats are configured differently.

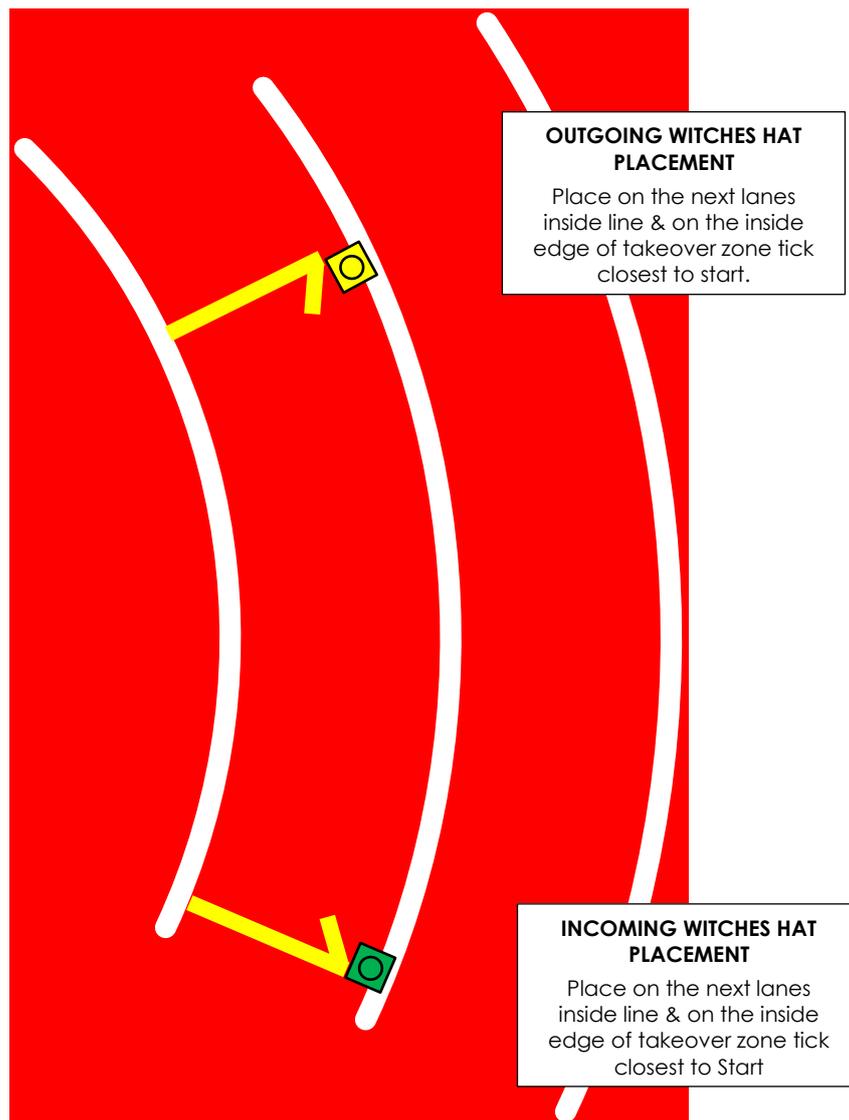
The preferred colours and locations for witches' hats are as follows:

- Incoming laned takeover – Green – in each lane
- Outgoing laned takeover – Yellow – in each lane
- Incoming unlaned takeover – Blue – located on the inside and outside of the track
- Outgoing unlaned takeover – Blue – located on the inside of the track
- 3mts from Incoming unlaned takeover zone – medium Orange.

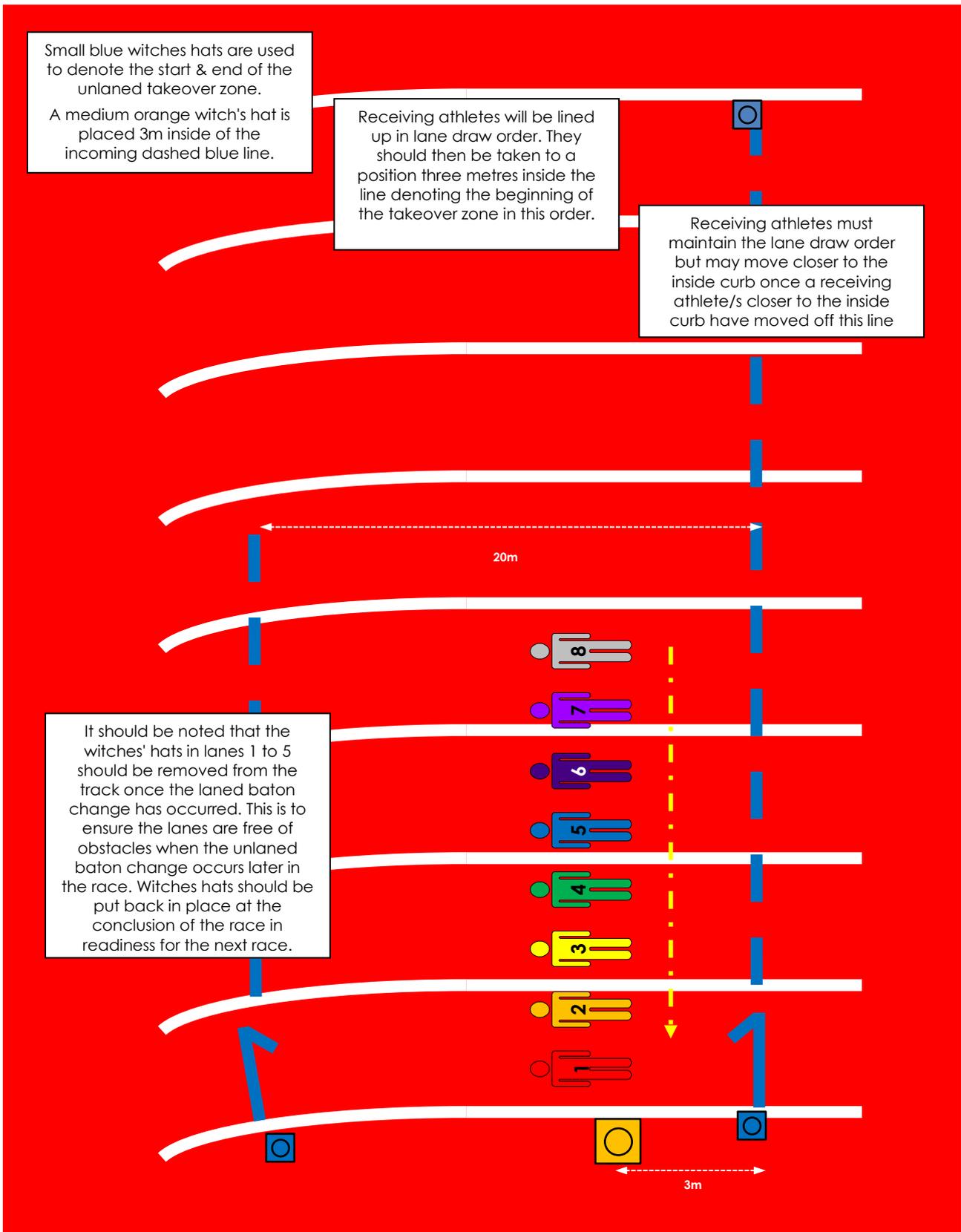
Note: These are the preferred colours to be used; however, circumstances may arise where the hats may need to be a different colour. This is acceptable; however, consistency at each zone should be adhered to.

If weather conditions dictate the witches' hats should be removed from the track e.g. if it is windy and witches' hats keep blowing into the way of athletes. Tape may also be used to secure the hats

Laned Takeover Zone Set Up



Unlaned Takeover Zone Set Up



Instructions to Athletes for Unlaned Baton Changes

To facilitate a good clean baton change at an unlaned takeover, the Official placing athletes onto the track should always give the same instructions to all athletes in each race. This ensures all athletes are given the same information, and if infringements or incidents occur, Referee's and Team Managers can have a level of confidence athletes were told the same instructions.

Different instructions should be given to the 3rd runners and the 4th runners.

For the **3rd runner**, the Official should give athletes three instructions:

1. **Breakline** – remind athletes they cannot leave their respective lanes until they have passed the breakline at the end of the relevant curve.
2. **Line of Sight** – Athletes should look for and run in a straight line towards their teammate when they cross the breakline. Remind the athlete the 4th runner has been lined up in lane order.
3. **Stand still** - Once the baton change has occurred – the athlete should 'stop', stand still and only move off the track when there is plenty of space to do so.

For the **4th runner**, the Official should give athletes three instructions:

1. **Layout of takeover zone** – give a very brief instruction on layout of the zone i.e. where the zone starts and finishes
2. **Maintain lane order** – remind athletes they must maintain the lane draw order but may move closer to the inside curb once a receiving athlete/s closer to the inside curb has moved off this line
3. **Awareness** – be aware of other athletes who have changed and may be in front of you. They have been instructed to stop until it is safe to move off the track

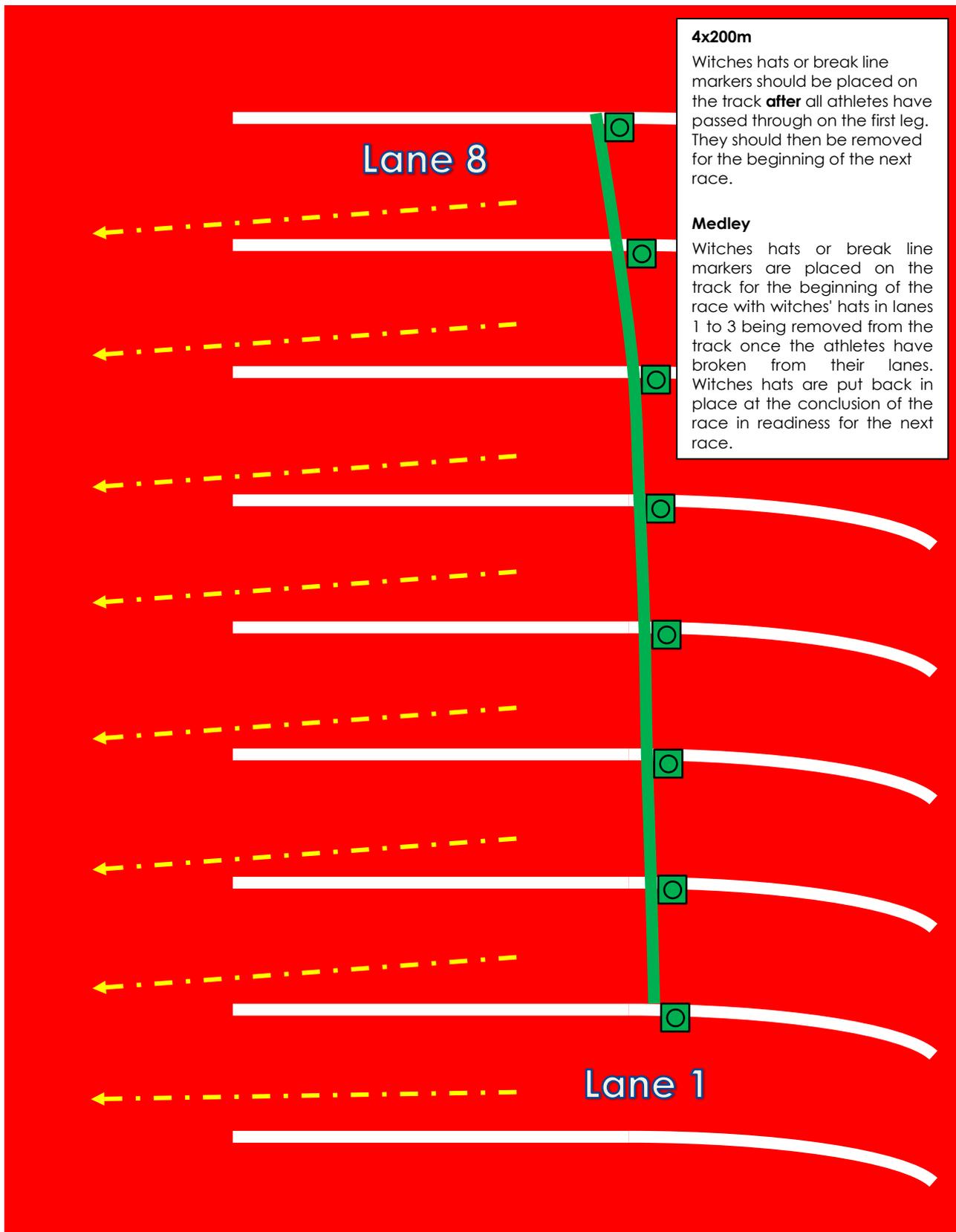
Although athletes are competing in a race, we also have a duty to educate and assist, within the rules.

The above instructions should be the key reminders to athletes.

Athletes may have been given other instructions by their coaches / team managers; however, we believe we need to also remind each athlete of these important points.

Breakline Set Up

The following diagram sets out the location of the witches hats for the breakline. This is where athletes can break from their lanes without penalty to run towards the 3rd baton change in the 4x200m & Medley relays.



RELAY BATON PASSING

The **position of the baton is decisive**, not the athlete's body, head, feet or legs, i.e. if a receiving athlete's legs and feet are out of the take-over zone, and their arm with the baton is in the zone it is OK.

WHERE DOES THE BATON PASS OCCUR?

The baton can only be passed from one athlete to another within a take-over zone.

WHEN DOES THE BATON PASSING START AND END?

The passing of the baton commences when the baton is first touched by the receiving athlete and is completed the moment the baton is in the hand of only the receiving athlete.

Passing of the baton outside the takeover zone shall result in disqualification

Q. Can the passing of the baton start prior to the takeover zone i.e. can the receiving athlete touch the baton prior to the start of the Takeover Zone **A.** No

The following examples indicate whether the baton change is OK or NOT OK. **It is the location of the baton** and not the athlete which is critical. The yellow ticks indicate the incoming and outgoing Zone

			<ul style="list-style-type: none"> • Incoming athlete outside Zone • Receiving athlete inside Zone • Baton outside Zone • Change NOT OK
			<ul style="list-style-type: none"> • Incoming athlete outside Zone • Receiving athlete inside Zone • Baton inside Zone • Change OK
			<ul style="list-style-type: none"> • Both athletes inside Zone • Baton inside Zone • Change OK
			<ul style="list-style-type: none"> • Incoming athlete inside Zone • Receiving athlete outside Zone • Baton inside Zone • Change OK
			<ul style="list-style-type: none"> • Incoming athlete inside Zone • Receiving athlete outside Zone • Baton outside Zone • Change NOT OK
<div style="background-color: black; color: white; padding: 10px; display: inline-block; margin-top: 20px;"> <p>RUNNING DIRECTION </p> </div>			

INFRINGEMENT FORMS

The following 2 pages shows a copy of the Relays Infringement Form.

There are several parts to the form and they need to be filled out with the correct information to enable the Referee to adjudicate on the incident that has occurred.

There are four main parts to the form:

- **Information of the event** in which the infringement occurred i.e. Event # / Age Group / Gender / Centre
- **Location on the track where the Infringement occurred** i.e. in one of the takeover zones, near the breakline or elsewhere on the track and where the umpire who saw the infringement was located
- **The type and description of Infringement that occurred** e.g. during a baton change, running out of lanes or receiving assistance, whether it impacted other teams or athletes, and a brief description of the incident. We have listed the infringement type and the relevant rule, to assist Officials & Team Managers when infringements occur and why.
- **The Referee's decision.** This may be a warning to the athlete or disqualification.



LAVIC RELAYS INFRINGEMENT REPORT FORM

Please Print FORM on YELLOW Paper

All details on this form must be completed and handed to the Referee.

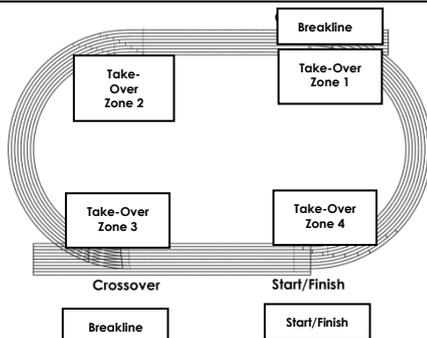
Event Time: _____

Event Number: _____

EVENT TYPE (please circle)		AGE GROUP (please circle)		GENDER (please circle)	CENTRE/REGION DETAILS
4 x 100	Heat 1	U9	U13	BOYS	NAME: _____
4 x 200	Heat 2	U10	U14	GIRLS	_____
Medley	Heat 3	U11	U15	MIXED SEX	CENTRE NO: _____ TEAM LETTER: _____
	Final	U12	U16		_____

LOCATION OF INFRINGEMENT ON TRACK (please circle)	CHANGE TYPE (please circle)
---	-----------------------------

- TAKE-OVER ZONE 1
- TAKE-OVER ZONE 2
- TAKE-OVER ZONE 3
- TAKE-OVER ZONE 4
- OTHER: _____



UNLANED
LANED
LANE NUMBER _____

TYPE OF INFRINGEMENT (please circle)

TRACK INFRINGEMENT	BATON CHANGES	ATHLETE RECEIVED ASSISTANCE
INTERFERENCE WITH ANOTHER ATHLETE/S	OTHER (please specify)	

Did the infringement impact other teams (please circle)? Yes No

Other Centre No./Name/Team Letter: _____ Lane No.: _____

Other Centre No./Name/Team Letter: _____ Lane No.: _____

Briefly describe incident or refer to list of infringements listed on the back of this form:

.....

Did the infringement appear deliberate (please circle)? Yes No

Name of Official: _____ Officials Position: _____

REFEREE'S DECISION (details below)	
Warning to Athlete(s)	
Disqualified	
Other	

Team Manager(s) Notified (please circle): Yes No

Referee's Name: _____ Signature: _____ Time Completed: _____

Completed form to be returned to the Administration Manager/Communications once the Team Manager has been notified.

INFRINGEMENT:

GENERAL TRACK		RULE
	Pushed/obstructed/jostled athlete# ____ to impede their progress at takeover zone ____ Deliberately <input type="checkbox"/> Accidentally <input type="checkbox"/> Advantage gained? Yes / No	163
	Ran outside lane# ____ into lane# ____ for ____ strides / metres	163
	Ran on inside of line in lane# ____ for ____ strides / metres	163
	Voluntarily stepped off the track for ____ strides on lap# ____ and subsequently re-joined the race	163
	Intermediate times communicated from the competition area to athlete/s by a non-official during the race where there was a visual time display at that point <input type="checkbox"/> not called to all athletes participating <input type="checkbox"/>	163
RELAY SPECIFIC		
	Athlete wore glove / used substance on hands to get better grip of baton	170
	Athlete in lane# ____ dropped the baton, retrieved it, but did not return to place where it was dropped or reduced required running distance	170
	Baton not passed to receiving athlete within the takeover zone ____	170
	Incoming athlete in lane# ____ dropped the baton but failed to recover it prior to completing the changeover	170
	Baton changed ____ metres before the zone or ____ metres after the zone	170
	Athlete took / picked up baton of another team	170
	Began running ____ metres before takeover zone at takeover zone ____	170
4 x 200m & MEDLEY RELAY SPECIFIC		
	Broke from lane# ____ before passing the breakline	170
	Athlete did not maintain order in which placed at takeover zone at last change	170
	Athlete jostled or obstructed other athlete(s) at takeover zone at last change	170
ASSISTANCE TO ATHLETES		
	Athlete paced by - another person not in the race <input type="checkbox"/> - athlete about to be lapped <input type="checkbox"/>	144
	Received other assistance/coaching within the competition area (track fence line) (please give details)	144
ATHLETE MISCONDUCT		
	Athlete acting in an unsporting or improper manner (please give details)	145
TEAM COMPOSITION		
	Composition of relay team not compliant with the Regulations	612
CALL ROOM		
	Athletes / Team in breach of Call Room rules	614

Note: If an athlete is disqualified during a competition, reference to the rule infringement should be made in the result.

LAVic RULE 612: RELAY TEAMS**Team Composition**

1. There are five different relay event types. They are listed in the following table together with the Team Composition and the Team Changes for each Event Type.

Event Type	Age Group	Team Composition	Team Changes
4 x 100m	U9 - U16 B & G	4	1
4 x 200m	U9 - U16 B & G	4	N/A
Medley (2x100m, 1x200m, 1x400m)	U9 - U16 B & G	4	N/A
Mixed Sex 4 x 100m	U9 - U16 MS	2 x Boys, 2 x Girls	2
Mixed Sex 4 x 200m	U9 - U16 MS	2 x Boys, 2 x Girls	N/A

Legend:

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

2. Centres / Regions must provide the names of athletes comprising each team for each event to the Administration Manager / Communications, no later than 45mins prior to the first event block that the athletes listed are competing in. The Original Team Sheet is used for the Region Relay Carnivals.
- (i) Athletes must be a LAVic financial registered competitive member in their correct age group by the closing date and time of entries for the competition
- (ii) For Region Relay Carnivals, athletes must be a LAVic financial registered competitive member in their correct age group, prior to the submission of the original team sheet
- (iii) Team sheets will be forwarded by the Region to the LAVic Office for use on the State Relay Championship day.
- (iv) For each age group & event type each team must be identified by "A", "B", "C" etc.
3. If there are no changes to the team composition between Region and State, then forms are not required to be resubmitted. If there are any changes between Region and State, or between heats and finals on a day of competition a Team Change form must be submitted to the Administration Manager / Competition Secretary no later than 45 minutes prior to the event block..
- (i) If a Team change occurs between Region and State, or Heats and Finals, all athletes must be a LAVic financial registered competitive member in their correct age group by the submission of the Team Change form.
4. An athlete may compete up to a maximum of three event types per day. This may be three events at the Region Carnival and three separate events at the State Championships.
- Note: As an example, if an athlete has been listed in a team in each of the 4x100m, 4x200m & Medley event types at a Region Carnival, the athlete may compete in a team in the MS 4x100m MS 4x200m or Medley event type on State Championship day, as long as the total number of event types does not exceed three on each day and all other team composition rules are followed.*
5. Athletes can only compete in one age group for the same event type in the same round on any day. Heats are considered one round; Finals are considered one round.
- Note: as an example, athletes cannot compete in the U9 & U10 4x100 etc in the same round, as they are the same event type.*
6. If a dispute arises as to the eligibility of any athlete in a team to compete the event will be run at the advertised time with the listed teams and the Team Manager of the team in dispute will be informed that the team may be disqualified if it is subsequently found that any athlete in the team was ineligible to compete.

7. In the event of a re-run, the same four athletes for each team that competed in the original race must compete in the re-run. The running order of athletes is permitted to change in any re-run.
8. The designated fine of \$250.00 per team may be imposed on the Centre/Region for each team found to be competing in breach of the eligibility of team composition requirements.

Age Group Promotion

9. Except for an athlete promoted to a higher age group, athletes must only compete in events listed for the age group in which they are registered.
10. Athletes cannot be promoted into the U9 age group.
11. Athletes can be promoted as follows:
 - (a) U9 to U12 age groups - one age group only
 - (b) U13 to U15 age groups - one or more age groups
12. If a Centre does not have sufficient athletes in an age group to form a team for:
 - (a) U10 to U16 Age Groups: The team may consist of any combination of age groups providing at least one athlete in the team must be in the age group for which the team is entered, and no athlete will have been promoted more age groups than stated above. For example, an U16 team may comprise an U16, an U15 and two U14 athletes.
 - (b) Athletes who are promoted up an age groups(s) will compete under the rule modifications of their original age group. Note: this is particularly important to the U10 athletes promoted into U11's, they are not permitted to use starting blocks or wear spikes.
13. A promoted athlete must be listed in a team on the team sheet as a promoted athlete, listing their original age group

Region Teams

14. A Centre within a Region which has six or less registered athletes in an age group may combine with any other Centre(s) within the Region which may have any number of registered athletes in the relevant age group, to form a Region team in that age group. Each team will be subject to the following:
 - (a) Athletes must only compete in their registered age group, i.e. No age group promotions are permitted.
 - (b) Team Change rules apply on a day of competition between Heats and Finals, athletes may be selected from any Centre(s) within the Region.
 - (c) Prior to the submission of the Team sheet at the Region Relay Carnival or between Region and State, the team can be changed, athletes may be selected from any Centre(s) within the Region.
 - (d) The team must wear the relevant Region uniform in accordance with these Rules.

TAKEOVER ZONE 1 JUDGE POSITIONING

- 1 x Takeover Zone Chief
- 1 x Takeover Zone Assistant
- 1 x Takeover Zone Marshal
- 4 x Takeover Zone Umpires
- 1 x Breakpoint Umpire

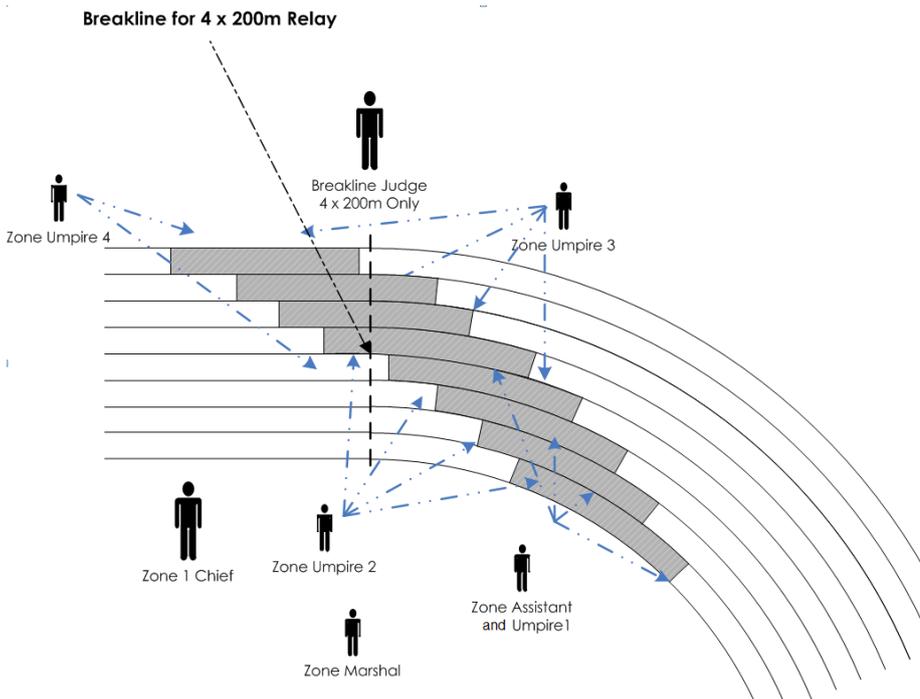
Takeover Zone 1 Chief

Duties:

- Control operation of the takeover zone
- Ensure that Takeover Umpires understand the rules/duties and position them accordingly
- Manage placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Assemble athletes on the track in the correct lane
- When all athletes are correctly assembled, communicate readiness to Zone Coordinator
- Clear athletes from track after baton changes
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Refer infringement(s) to the Referee

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)
- Lane draws for the finals of those events having heats



Takeover Zone 1 Assistant

Duties:

- Acts as Umpire 1 (see umpire roles)
- Assists the Takeover Zone Chief
- Assists coordinating Takeover Umpires positioning
- Assists Takeover Umpires in recording of infringements

Material/Equipment:

- Copy of the program of events

Takeover Zone 1 Marshal

Duties:

- Receive athletes from Call Room and marshal them in program and lane order
- Place athletes on track in order to commence next event supervised by Zone Chief
- As required, escort athletes from track after each event
- Ensure the removal of spikes at completion of event as athletes leave the track

Material/Equipment:

- Copy of the program of events
- Lane draws for the finals of those events having heats

Takeover Zone 1 Umpires

Duties:

- Assist in placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Takeover Zone Chief of any infringement(s)

Zone Umpire 1 = Watch incoming end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton before the takeover zone, start running before the incoming takeover zone line

Zone Umpire 2 = Watch outgoing end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton after the takeover zone

Zone Umpire 3 = Watch incoming end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 4 = Watch outgoing end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton after the takeover zone

Breakline Umpire

Duties:

- Ensure that breakline is clearly designated
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Central Umpire via a yellow (for an infringement) or white (no infringement) flag
- Liaise with the Referee regarding any infringement(s)

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)

TAKEOVER ZONE 2 JUDGE POSITIONING

- 1 x Takeover Zone Chief
- 1 x Takeover Zone Assistant
- 4 x Takeover Zone Umpires

Takeover Zone 2 Assistant

Duties:

- Acts as Umpire 1
- Assists the Takeover Zone Chief
- Assists coordinating Takeover Umpires positioning
- Assists Takeover Umpires in recording of infringements

Material/Equipment:

- Copy of the program of events

Takeover Zone 2 Marshal

Duties:

- Receive athletes from Call Room and marshal them in program and lane order
- Place athletes on track in order to commence next event supervised by Zone Chief
- As required, escort athletes from track after each event
- Ensure the removal of spikes at completion of event as athletes leave the track

Material/Equipment:

- Copy of the program of events
- Lane draws for the finals of those events having heats

Takeover Zone 2 Umpires

Duties:

- Assist in placement of cones on the track (marking the extremities of the takeover zone area) before and after each event
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Takeover Zone Chief of any infringement(s)

Zone Umpire 1 = Watch incoming end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 2 = Watch outgoing end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton after the takeover zone

Zone Umpire 3 = Watch incoming end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 4 = Watch outgoing end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton after the takeover zone

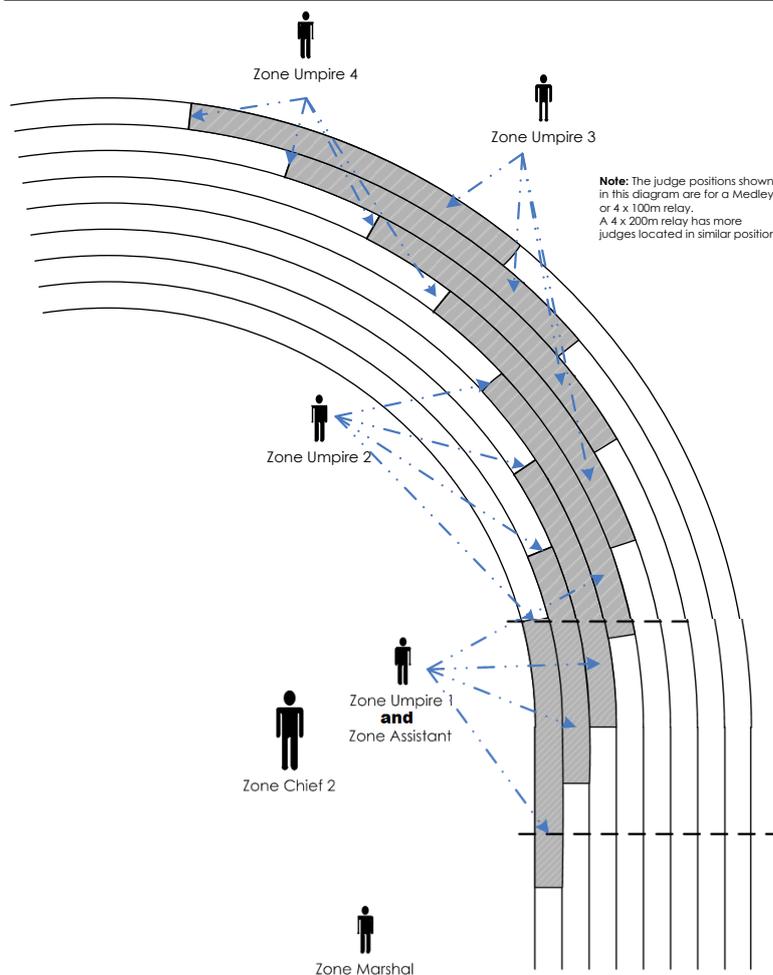
Takeover Zone 2 Chief

Duties:

- Control operation of the takeover zone
- Ensure that Takeover Umpires understand the rules/duties and position them accordingly
- Manage placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Assemble athletes on the track in the correct lane
- When all athletes are correctly assembled, communicate readiness to Zone Coordinator
- Clear athletes from track after baton changes
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Refer infringement(s) to the Referee

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)
- Lane draws for the finals of those events having heats



Takeover Zone 2 Track Markings

4 x 100 & Medley:

- The takeover zones are indicated by yellow lines. A tick mark on the inside of the lane indicates start of the zone. A tick mark on the outside of the lane indicates end of the zone.

Note: For tracks without the new 30m zones marked, the existing acceleration zone line indicated by an orange line across the lane 10m before the existing incoming tick will be used as the start of the 30m takeover zone.

4 x 200m:

- The laned takeover zones are indicated by blue lines. A tick mark on the inside of the lane indicates start of the zone. A tick mark on the outside of the lane indicates end of the zone.

Note: For tracks without the new 30m zones marked, the existing acceleration zone line indicated by a blue line across the lane 10m before the existing incoming tick will be used as the start of the 30m takeover zone.

- The unlaned takeover zone is indicated by a dashed blue line. The incoming line transverses the entire track, the outgoing line transverses lanes 2 to 5.

TAKEOVER ZONE 3 JUDGE POSITIONING

- 1 x Takeover Zone Chief
- 1 x Takeover Zone Assistant
- 1 x Takeover Zone Marshal
- 4 x Takeover Zone Umpires
- 1 x Breakpoint Umpire

Takeover Zone 3 Umpires

Duties:

- Assist in placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Takeover Zone Chief of any infringement(s)

Zone Umpire 1 = Watch incoming end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 2 = Watch outgoing end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton after the takeover zone

Zone Umpire 3 = Watch incoming end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 4 = Watch outgoing end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton after the takeover zone

Takeover Zone 3 Chief

Duties:

- Control operation of the takeover zone
- Ensure that Takeover Umpires understand the rules/duties and position them accordingly
- Manage placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Assemble athletes on the track in the correct lane
- When all athletes are correctly assembled, communicate readiness to Zone Coordinator
- Clear athletes from track after baton changes
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Refer infringement(s) to the Referee

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)
- Lane draws for the finals of those events having heats

Takeover Zone 3 Assistant

Duties:

- Acts as Zone 1 Umpire
- Assists the Takeover Zone Chief
- Assists coordinating Takeover Umpires positioning
- Assists Takeover Umpires in recording of infringements

Material/Equipment:

- Copy of the program of events

Takeover Zone 3 Marshal

Duties:

- Receive athletes from Call Room and marshal them in program and lane order
- Place athletes on track in order to commence next event supervised by Zone Chief
- As required, escort athletes from track after each event
- Ensure the removal of spikes at completion of event as athletes leave the track

Material/Equipment:

- Copy of the program of events
- Lane draws for the finals of those events having heats

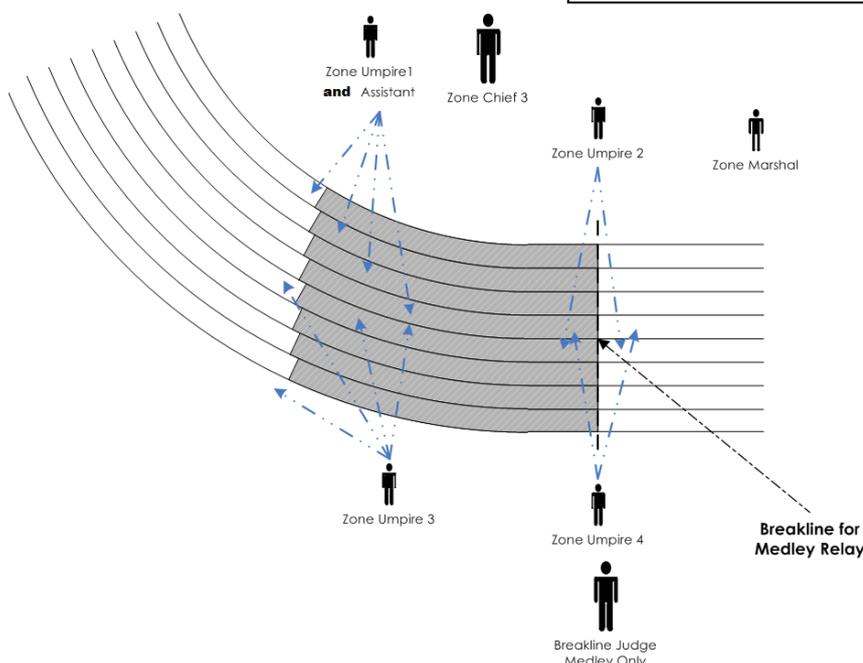
Breakline Umpire

Duties:

- Ensure that breakline is clearly designated
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Central Umpire via a yellow (for an infringement) or white (no infringement) flag
- Liaise with the Referee regarding any infringement(s)

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)



Takeover Zone 3 Track Markings

4 x 100:

- The takeover zones are indicated by yellow lines. A tick mark on the inside of the lane indicates start of the zone. A tick mark on the outside of the lane indicates end of the zone.

Note: For tracks without the new 30m zones marked, the existing acceleration zone line indicated by an orange line across the lane 10m before the existing incoming tick will be used as the start of the 30m takeover zone.

Medley Breakline:

- The breakline for the 3rd leg of a Medley relay is indicated by an arced green line marked after the last bend, 50mm wide, across all lanes other than lane 1. To assist athletes identify the breakline, small cones can be placed on the lane lines immediately before the intersection of the lane lines and the breakline.

TAKEOVER ZONE 4 JUDGE POSITIONING

- 1 x Takeover Zone Chief
- 1 x Takeover Zone Assistant
- 1 x Takeover Zone Marshal
- 4 x Takeover Zone Umpires
- 1 x Zone Coordinator

Takeover Zone 4 Assistant

Duties:

- Acts as Zone Umpire 1
- Assists the Takeover Zone Chief
- Assists coordinating Takeover Umpires positioning
- Assists Takeover Umpires in recording of infringements

Material/Equipment:

- Copy of the program of events

Takeover Zone 4 Marshal

Duties:

- Receive athletes from Call Room and marshal them in program and lane order
- Place athletes on track in order to commence next event supervised by Zone Chief
- As required, escort athletes from track after each event
- Ensure the removal of spikes at completion of event as athletes leave the track

Material/Equipment:

- Copy of the program of events
- Lane draws for the finals of those events having heats

Takeover Zone 4 Track Markings

4 x 200m:

- The laned takeover zones are indicated by blue lines. A tick mark on the inside of the lane indicates start of the zone. A tick mark on the outside of the lane indicates end of the zone.

Note: For tracks without the new 30m zones marked, the existing acceleration zone line indicated by an orange line across the lane 10m before the existing incoming tick will be used as the start of the 30m takeover zone.

Medley:

- The unlaned takeover zone is indicated by a dashed blue line. The incoming line transverses the entire track, the outgoing line transverses lanes 2 to 5

Zone Coordinator

Duties:

- Controls the operation of the event
- Endeavour to ensure start times of events are in accordance with the timetable
- Acknowledge notification of readiness from takeover zones
- Ascertain readiness of timekeepers/photo-finish and place judges
- Indicates event readiness to starter

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other Chief Officials
- Lane draws for the finals of those events having heats

Takeover Zone 4 Chief

Duties:

- Control operation of the takeover zone
- Ensure that Takeover Umpires understand the rules/duties and position them accordingly
- Manage placement of cones on the track (marking the extremities of the takeover) before and after each event
- Assemble athletes on the track in the correct lane
- When all athletes are correctly assembled, communicate readiness to Zone Coordinator
- Clear athletes from track after baton changes
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Refer infringement(s) to the Referee

Material/Equipment:

- Copy of the program of events
- A two-way communication device for contacting other key officials
- Incident flags (yellow & white)
- Lane draws for the finals of those events having heats

Takeover Zone 4 Umpires

Duties:

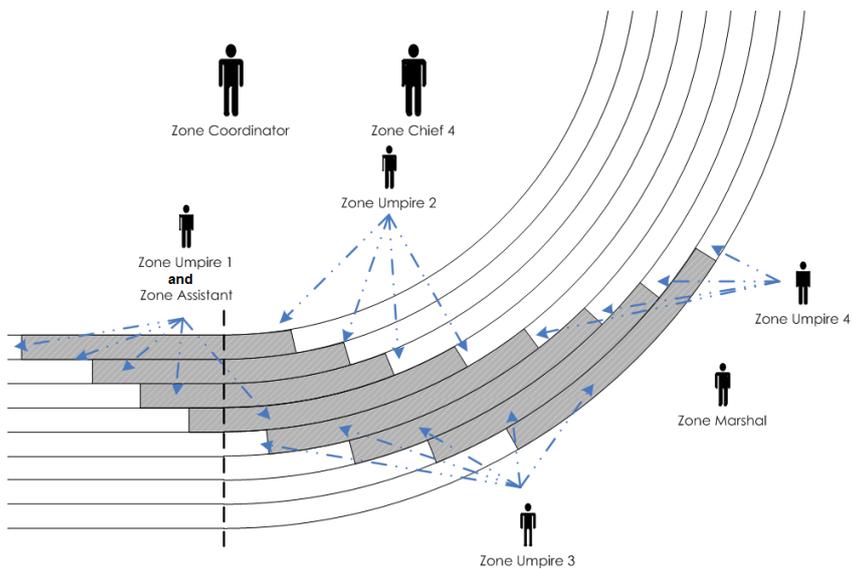
- Assist in placement of cones on the track (marking the extremities of the takeover zone) before and after each event
- Be aware of the rules relating infringements and other rules specific to relays
- Observe for infringement of the rules
- Notify Takeover Zone Chief of any infringement(s)
- Assist in removal of starting blocks & starting cones after start of each race

Zone Umpire 1 = Watch incoming end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 2 = Watch outgoing end of takeover zone for lanes 1-4 for any infringements e.g. running out of lane, changing baton after the box

Zone Umpire 3 = Watch incoming end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton before the box, start running before the incoming takeover zone line

Zone Umpire 4 = Watch outgoing end of takeover zone for lanes 5-8 for any infringements e.g. running out of lane, changing baton after the box



TRACK UMPIRE POSITIONING

- 1 x Chief Track
- 1 x Central track Umpire
- 6 x Track Umpires

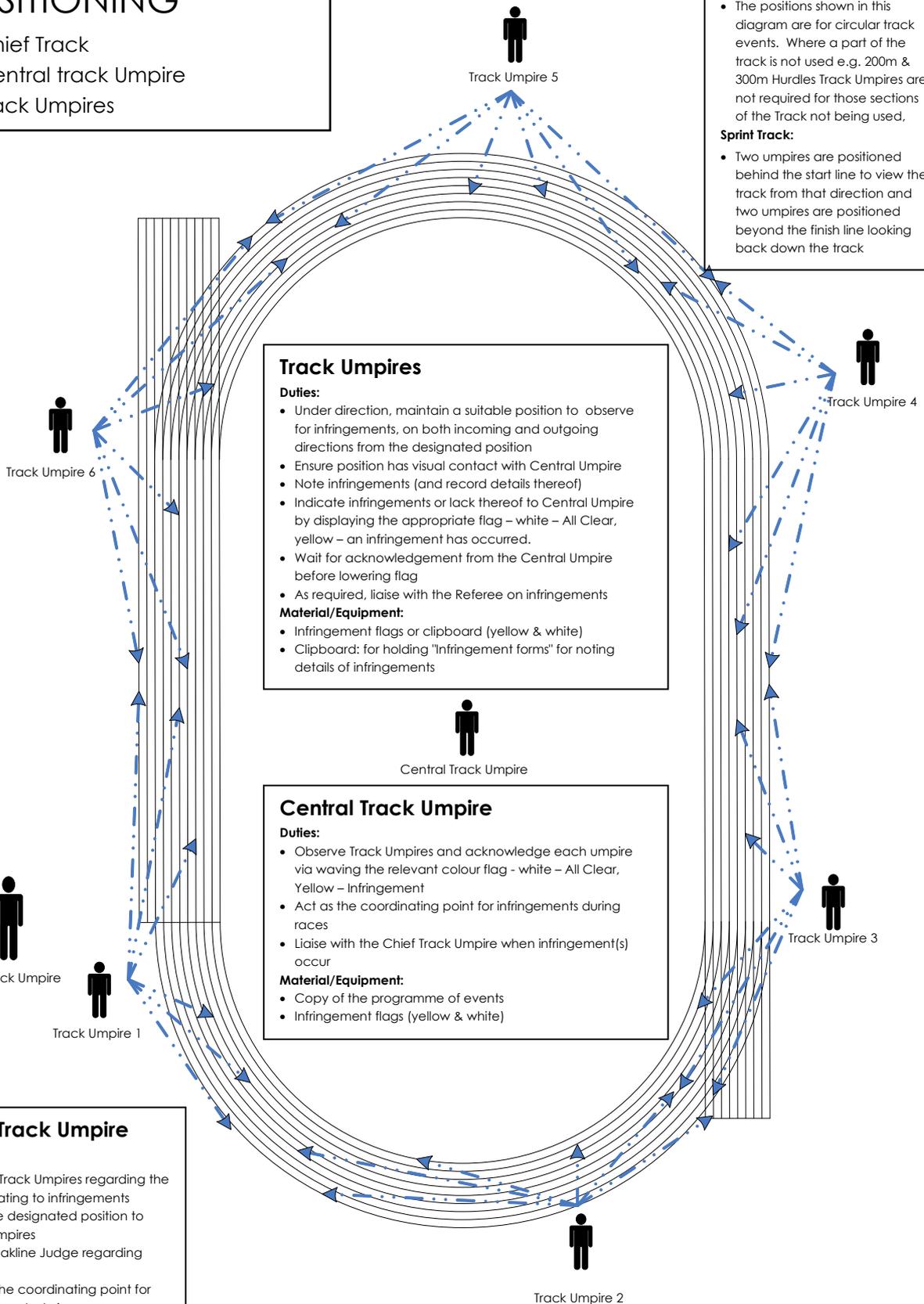
Track Umpire Positioning

Circular Track:

- The positions shown in this diagram are for circular track events. Where a part of the track is not used e.g. 200m & 300m Hurdles Track Umpires are not required for those sections of the Track not being used.

Sprint Track:

- Two umpires are positioned behind the start line to view the track from that direction and two umpires are positioned beyond the finish line looking back down the track



Track Umpires

Duties:

- Under direction, maintain a suitable position to observe for infringements, on both incoming and outgoing directions from the designated position
- Ensure position has visual contact with Central Umpire
- Note infringements (and record details thereof)
- Indicate infringements or lack thereof to Central Umpire by displaying the appropriate flag – white – All Clear, yellow – an infringement has occurred.
- Wait for acknowledgement from the Central Umpire before lowering flag
- As required, liaise with the Referee on infringements

Material/Equipment:

- Infringement flags or clipboard (yellow & white)
- Clipboard: for holding "Infringement forms" for noting details of infringements

Central Track Umpire

Duties:

- Observe Track Umpires and acknowledge each umpire via waving the relevant colour flag - white – All Clear, Yellow – Infringement
- Act as the coordinating point for infringements during races
- Liaise with the Chief Track Umpire when infringement(s) occur

Material/Equipment:

- Copy of the programme of events
- Infringement flags (yellow & white)

Chief Track Umpire

Duties:

- Brief all Track Umpires regarding the rules relating to infringements
- Allocate designated position to Track Umpires
- Brief Breakline Judge regarding rules
- Act as the coordinating point for infringements during races
- Liaise with the Referee when infringement(s) occur

Material/Equipment:

- Copy of the programme of events
- Infringement flags (yellow & white)

OTHER RESOURCES

There are a number of online resources available to you to help build knowledge and to give assistance when embarking on your journey.

We have listed four sites which we believe will be beneficial to you when starting out to officiate.

LAVic Competition Hub

All the current LAVic Rules, Regulations and other helpful competition documents will appear on our 'Competition Hub' section of our LAVic website. Follow the link below.

WEBSITE

<http://www.lavic.com.au/Competition/Rules-Regulations>



Play by the Rules

The website is a comprehensive portal which provides the latest news, articles, events, tools and resources around safe, fair and inclusive sport. The site provides information on commonly occurring issues in sport, including what the law says about the matter, and provides practical ideas by your role (e.g., coach, official, player) about 'what to do now' and 'what to do next'. There's stuff on managing risks, dealing with complaints and template codes and policies for clubs to download and adapt for their own use. There are also fact sheets, guides and links on where to get additional help.

WEBSITE

<http://www.playbytherules.net.au/>

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

