

A VOLUNTEERS GUIDE TO

TIME KEEPING

The role of a timekeeper is to measure the elapsed time between the start and finish of an event conducted on a track or course.

THE PROCESS

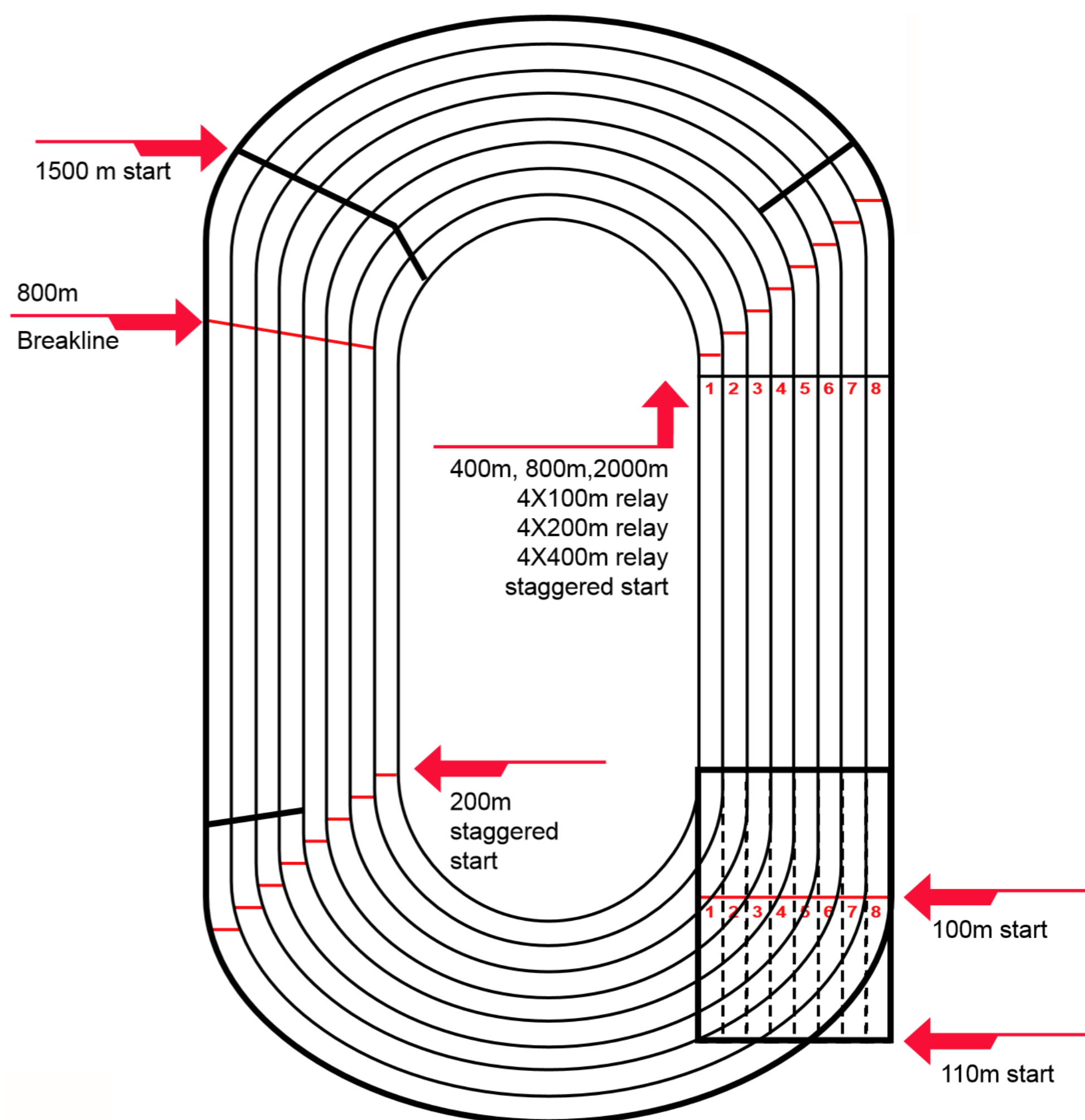
- 1 Clarify which race and what place you are to time (Eg. 4th place). Be alert at all times.
- 2 Always look at your watch prior to the event to ensure it has been reset after the previous event or following a false start.
- 3 To start watch, use forefinger as the gun goes.
- 4 With about 30m of the race still to run, note the identity of the child in the race in the position you are timing and prepare to stop the watch. Do not anticipate the finish.
- 5 Count the number of children cross the line, stop the watch as the torso of the child in your allocated place crosses the line. (Eg. Count three athletes across the line, stop the watch for 4th).
- 6 Never reset your watch after capturing a performance without recording it and prior to agreement being reached with the chief timekeeper or all the other time-keepers.
- 7 Reset watch for next race and go from step 3 again.

EQUIPMENT

- Radio for communication with starter.
- Stopwatch (See below for types)
 1. *Multi Function Watch* - This watch can record numerous amounts of results so only one person is needed to time for the circular track events.
 2. *Normal Stop Watches* - One timekeeper may use two watches, using the first to take the winning time, and the second as a reference to call out subsequent places (Then recorded by a time recorder).



TRACK REFERENCES



LAPS

		$\frac{3}{4}$ 700m	1 400m	700m Walk
		2 800m	1 400m	800m
	$\frac{3}{4}$ 1100m	2 800m	1 400m	1100m Walk
$\frac{3}{4}$ 1500m	3 1200m	2 800m	1 400m	1500m/Walk



These guides are intended as a template for the conduct of events only, noting that individual Centres will have varying operating procedures based largely on available resources, including personnel and equipment.

For a full copy of Little Athletics Victoria's Rules and Regulations, including the more expansive Centre Officiating Guide, please visit www.lavic.com.au

With thanks to Athletics New Zealand and Athletics West for the sharing resources and graphics in the creation of this guide.