

OFFICIALS EDUCATION

Writing a track duty sheet



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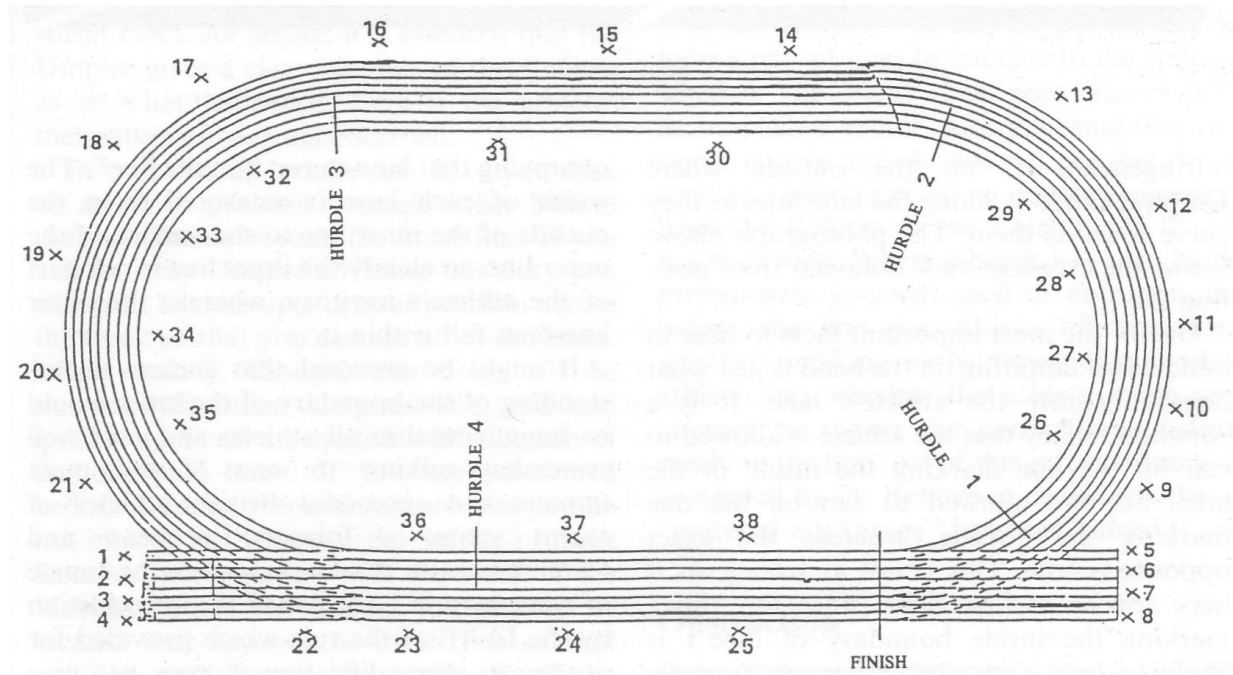
WELCOME TO THE WORKSHOP

The aim is that you will feel more confident when you are required to allocate duties to a team of track officials



What exactly is expected of me ?

As an Umpire



The referee will give you a numbered position from which to umpire. This plan shows you where it refers to on an outdoor track. Indoor tracks vary according to the venue.



What exactly is expected of me as a Referee ?

As a referee one of your duties will be to allocate duties to your team of umpires/judges. You are likely to be asked to fulfil this role at local league meetings at first. Try the following exercise ! This will have been sent to you in advance along with some advice.



			Ja	Jb	Jc	Jd	Je	Jf	Jg	Jh
13.00	400mH	W								
13.10	400mH	M								
13.25	800m	W								
13.35	800m	M								
13.45	100m	W								
13.55	100m	M								
14.05	3000m s/c	M								
14.25	100mH	W								
14.35	3000m	W								
14.55	110mH	M								
15.05	400m	W								
15.15	400m	M								
15.20	1500m	M								
15.35	1500m	W								
15.45	200m	W								
15.55	200m	M								
16.05	5000m	M								
16.30	4x100	W								
16.40	4x100	M								
16.50	4x400	W								
17.00	4x400	M								

Matt's quick tips!

- Pick yourself a Chief Judge where this is appropriate (contact them before the meeting)
- Get all your team together at the judges stand to brief them about the day ahead, including Health and Safety and to meet the rest of the team
- Make sure you have an odd amount of judges on the stand to judge
- Use positions 1-4 for only hurdle races and not flat sprints
- Try to avoid excessive movement of umpires



Matt's quick tips!

- Make sure that all the members in your team have got a break during the day. Timetable in a break for yourself and the track steward (where there is one)
- If you don't have a track steward factor this in on your duties – could judge and then do the results.
- Use positions around the bends for circular races
- For races over 1500m have a lap board and bell assist. Judges should do lap charts which they sign and hand in.
- Allocate umpires to judge at steeple chase barriers



The Duty sheet

When allocating duties take Health and Safety issues into account. It is generally safer to use umpiring positions on the outside of the track. However inside positions can sometimes be useful. Think Safety!!



The Duty sheet further details



You need to know the order of events and the expected number of officials.

You need to think about the essential duties to cover for each event. How you cover them will depend on how many umpires/judges you have.

Sprints up to 200metres – Last 3(4) judge; wind gauge (if in use); lanes (particularly on the bend in the 200metres)

Sprint Hurdles – Last 3(4) judge; wind gauge (if in use); hurdle/lane infringements.

300/400 Hurdles – Hurdle/lane infringements.

400 metres – Lane infringements, particularly on bends.



The Duty sheet further details



- 800 metres – Breakline, lap board and bell, lane infringements on first bend, impeding other athletes on bends and straights. Accidental contact.
- 1500 metres – Lap board and bell, impeding other athletes on bends and straights. Accidental contact.
- Distances above 1500 metres – Lap board and bell, lap scoring, impeding other athletes. Accidental contact.
- Steeplechase – infringements at water jump and barriers, lap board and bell, lap scoring. Impeding/ contact as above.
- Relays – 4 x100 metres; take over judges (more at TO 1 if possible); 4 x 400 metres; breakline, take over judges, impeding/contact as above. Lanes if there are plenty of umpires.
- It is also important to give your team adequate breaks, especially in a long programme.
- Try to avoid excessive movement of umpires around the track.
- **Where you have a limited number of umpires/judges you will have to decide on priorities.**



