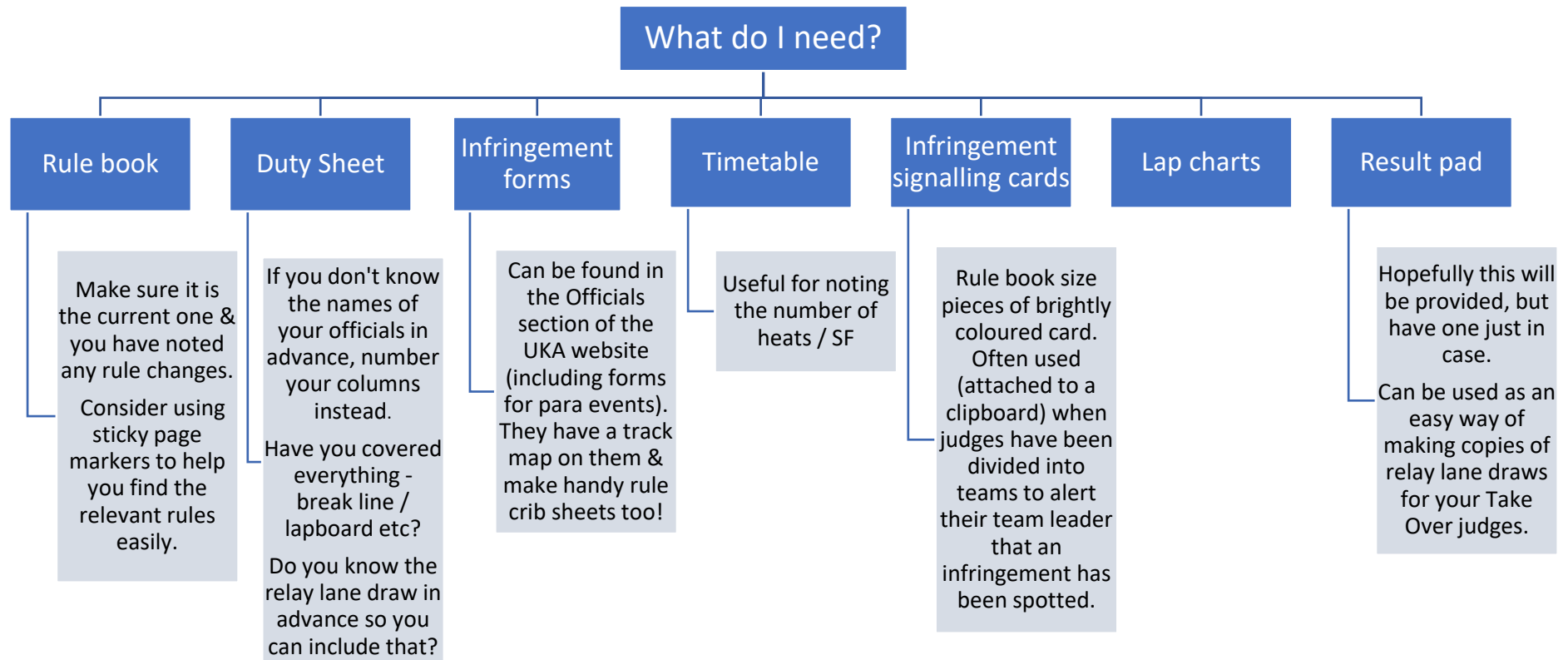


## Track Referee crib sheet

Depending upon the level meeting you are working at (open, league, county champs, regional champs), some of this information may not be applicable. Refer to Appendix 3 of the UKA rule book for the responsibilities of the track referee.



When should I arrive?

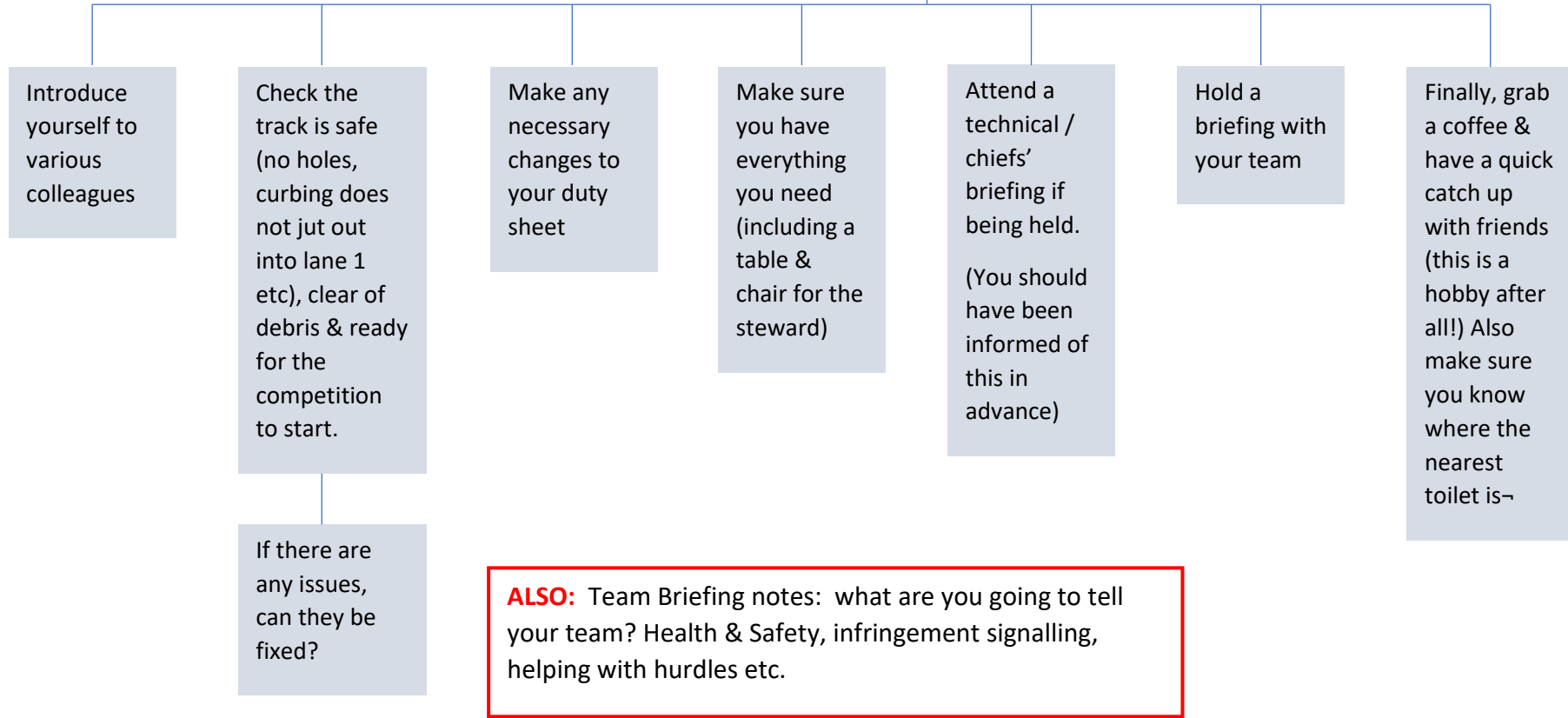


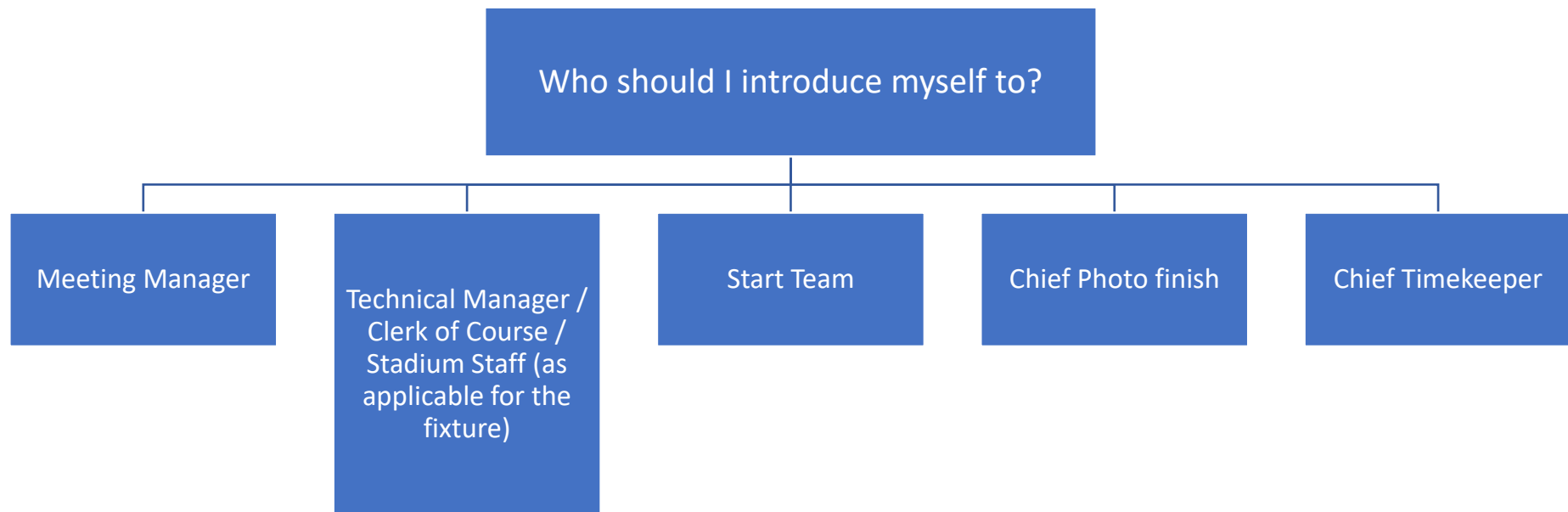
At least an hour before the first event.

Why so early?



The Track Ref has lots to do before the meeting starts.





Why?

We all work as a team to make the track programme flow smoothly. You may need information from them / they may need information from you to make this happen, so you need to know who they are & vice versa.

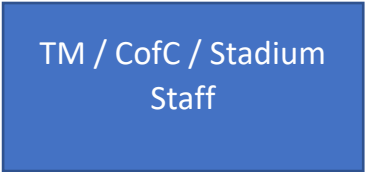
During the meeting you may also need to speak to seeding & the chief walks judge

Meeting Manager



- Sign in!
- Find out how many / which officials you have
- Hand in expenses form
- Collect results pad
- Collect lunch voucher
- Collect radio (if being used)
- Last minute changes to the timetable
- Any athlete queries / issues you need to be aware of

TM / CofC / Stadium Staff



- Will they set all the hurdles / SC barriers?
- Do they have the correct heights / weights / markings (especially for masters races)?
- Do they need any help from your team?
- Who will place the break line cones – a clerk or the BL judge?
- Do they have break line cones? (Do you?)
- Cones for any curbing which has been removed (e.g. by the WJ)
- Ask for the flags (BL / relays)
- Relay batons – do you need to take them now / will someone bring them to you nearer the time / where are they kept?
- WG – is a manual one being used? Where is it kept? Who will put it up?
- Make sure they are aware of any split starts.

Start Team



- Confirm who will be giving the “track ready” signal & to whom.
- Let them know where the relay batons will be.
- (League meetings in particular), confirm the relay lane draw
- Will lane 1 be used in the sprint relays (ie lanes 1-6 or 2-7)?
- Agree with CSA that if a relay team is a no show, the lane will be left empty.
- Long or short stagger for the 4x400.

Chief Photo finish



- Check if the WG is automatic (find out in advance if possible)
- If manual WG, confirm how the wind speed will be relayed (by radio or on the track result sheet)
- Race clear / race hold – agree a method for alerting PF to a possible DQ
- Establish the location of the head-on camera
- Agree whether a full set of results will be produced for you or if you only want to receive result reversal information.
- Find out if there is anything else the CPF thinks you need to know / be aware of.

Chief Timekeeper



- Confirm how many copies of the track result will be coming over to them
- Alert chief to any potential hazards / issues which may affect positioning for calling times (ie location of head on camera)

### Other things to consider:

- Infringement reporting:

You need to know **immediately** not 20 minutes later when the official returns to the stand & says “Oh by the way, in Ht 2 of the U17M 200, the athlete in lane 5 ran 3 paces inside lane 4”. Remember you need to put a hold on the race for PF & get the information to them (or clear the race) asap.

How are your officials going to signal to you?

Showing a brightly coloured card?

Waving a clipboard in your direction?

By radio? (In which case, make sure they know how to use it properly!)

Will you, the Referee, go to the official for a verbal explanation of the infringement or should the official come to you / meet you halfway?

Make sure the details of any reported infringements are noted down by the official who has reported it. Use the correct infringement form for this.

If you do DQ an athlete, note the rule number on the manual track result & speak to the athlete or Team Manager to let him/her know. (If the athlete has vanished before you can speak to him/her, ask the announcer to put a call out for the athlete / Team Manager to come and see you. At the very least it will be known that you tried to make contact to inform them.)

- **Manual WG:**

Do your team members know how that particular WG works & how to adjust the time settings for the 100mH/110mH?

Does this WG do the rounding up / down or will the official need to “do the maths”?

Does the WG show + / - or just an arrow indicating the wind direction?

- **Results:**

Keep a copy of the result you submit

- **Lap charts:**

At championships in particular, issue lap charts to those officials who have been allocated that duty.

Ask for them to be signed & handed back to you at the end of each race.

In the event of a query regarding whether an athlete completed the required number of laps, the lap charts can be produced as evidence.

- **Breaks:**

Give your team members breaks, including the track steward.

Give yourself a break too!

- Track Steward:

Has a steward been appointed?

If no, are you planning on doing this role yourself? Have you shared this duty out amongst your team so that one of them will be filling out the results sheet?

If yes, make sure the steward knows what you want him/her to do:

- collate start lists & pass to the chief judge at the right time
- note the number of heats / SFs on the timetable for judges to see
- inform the ref & team of any races which will not be happening / changes to timings
- file the start list & judges result along with any result received from PF (NB: you will need to provide the folder & explain how you want it filed – Timetable order? By age group? By event type?)
- take track result to the timekeepers / radio it through to PF (as applicable)
- alert the referee to any reversals which have come back from PF

- Chief Judge:

Do you have a sufficient number of judges to be able to appoint a chief / chiefs for the meeting?

If possible, contact the official(s) in advance to see if they are happy to do this role?

At league meetings in particular, you may be working with a minimal number of judges (ie one from each team). In this case you are likely to have to do this role as well.



- Technical Team / Clerks:

Clerks are part of the technical team. While the Technical Manager may ask the trackie on the team to be the lead/responsible for anything track related, that official will be expected to help out with the field event side of the meeting too.

Has a Technical Team / Clerk been appointed?

If a clerk has been appointed, let him/her know when you will be holding your briefing so they can also attend it.

At lower levels the “tech team” may just be stadium staff & club helpers. You will then need to be more pro-active to ensure things are ready.

- Get your team involved in moving / adjusting hurdles. (Put the heights/ weights & track marking colour on the duty sheet)
- The break line judge will need to place & remove the cones. Check they know where to place them.
- Do you & your team know which SC barriers are on the track at the start of the race?
- Be prepared to be asked questions such as “where’s the start line for the 1500m SC?”.