

APPROVED PRACTICES: A GUIDELINE FOR COACHES

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Introduction

In an effort to assist coaches, the Games Committee for the HHSAA State Track and Field Competition has summarized good practices and procedures in this “**Approved Practices: A Guideline for Coaches**”. This document supplements the NFHS Rules, Case Book and Officials Manual along with the HHSAA State Track Meet Handbook. This document does not supersede any of the above documents, nor is it intended to be used for decision making or policy. It is intended to be an education tool for Hawaii Track and Field coaches.

The Games Committee for the HHSAA State Track and Field Meet, as presently constituted, is comprised of the following individuals: Jeff Meister, Allan Fernandez, Kimo Weaver, Tommy Chun, Dick Sutton, Mark Zeug, Glen Wakumoto, Doug Kilpatrick and William Hinshaw. This group is charged with making suggestions for consideration on State Track Meet management and officiating practices. An offshoot of that responsibility is this document. It is the Committee’s intent that coaches can learn from this document and help themselves, their staffs and ultimately their athletes to better understand the sport of Track and Field and how it is to be conducted.

Covered in these pages are common definitions and practices along with some discussions about each of the events or event groups of the sport. Each section is intended to stand alone and can be directed to a specific coach or athlete. Redundancy within the sections is intentional for this reason.

The Committee hopes that you will find this document helpful and that you may offer ideas or topics that can help make it more useful in the future.

Definitions and Clarifications

Entrants/Contestants/Competitors

A Contestant is any athlete entered in the meet.

A Contestant becomes an Entry at the time the Games Committee has established as the deadline for accepting entries.

An Entry becomes a Competitor when he/she reports to the Clerk-of-The-Course or Field-Event Judge for an event in which they are entered.

Event Check In

All competitors must report to their event at or before the time of the "Last Call". Competitors who fail to report prior to the closing of the event (Last Call) - by Clerk-of-the Course for Running Events or the Head Event Judge in the case of Field Events - shall not be allowed to compete. A contestant who is seen approaching the "Last Call" check-in group and making a good faith attempt to join the final check-in group shall be allowed to compete. For field events when the athletes are gathered for instructions at the close of the check-in process, the official will double check those who have checked out and to see if any of the missing competitors are present to make sure no one was missed due to official error in which case they would be added to the list of active competitors.

Uniforms

The competitor's uniform shall be school-issued or school-approved, worn as intended by the manufacturer, and meet the following requirements and restrictions:

- Each competitor shall wear shoes on both feet. The shoes shall have an upper and definitely recognizable sole and heel. The (shoe) upper must be designed so that it can be fastened securely to the foot. The use of slippers or socks does not meet the requirements of the rule.
- Each competitor shall wear a school-issued or school-approved full-length track top or one-piece uniform. Bare midriff tops are not allowed. The top or one-piece uniform may have school identification and the top may have the competitor's name. The uniform top shall not be knotted or have a knot-like protrusion. The top must hang below or be tucked into the waistband of the uniform bottom when the competitor is standing upright.
- Each competitor shall wear a school-issued or school-approved track bottom or one-piece uniform which may have the school identification. Loose-fitting, boxer-type bottoms or compression-style bottom are permitted for boys and girls. Closed-leg briefs are acceptable for girls. French or high-cut apparel shall not be worn in lieu of the uniform bottom. The waistband of a competitor's bottom shall be worn above the hips.
- A single manufacturer's logo/trademark/reference, no more than 2¼ square inches with no dimension more than 2¼ inches, is permitted on the top or one-piece uniform, any

undergarment and the bottom. One American flag, not to exceed 2 inches by 3 inches, may be worn or occupy space on each item of uniform apparel.

Rule 4-3 PENALTY - Articles 1, 2: For the wearing of an illegal uniform, when a violation is observed and noted by a meet official, the competitor shall be required to make the uniform legal before becoming eligible for further competition, and shall be issued a warning that a subsequent violation shall result in a disqualification from the event.

Removing any part of the team uniform, excluding shoes, while in the area of competition, as defined by the games committee, is illegal.

PENALTY: This shall lead to a warning and if repeated, to disqualification from the event. If the incident recurs, the competitor will be disqualified from further competition in the meet.

State Meet Handbook - Section IX - COMPETITORS UNIFORMS

1. All participants are required to wear school-issued or school approved (confirmed by head coach) uniforms, preferably with school identifying insignia and worn as intended by the manufacturer. Athletes competing in the throwing events are allowed to use alternate school-issued or school approved uniform of matching color or design. (NOTE: Schools with athletes competing in alternate uniforms in the throwing events MAY be asked to provide proof of alternate uniform being school issued. or school approved)
2. Appropriate warm-up attire should be worn in the track infield area. This includes the requirement that all competitors must wear covered shoes in the infield area.
3. The top must hang below or be tucked into the waistband of the bottom when the competitor is standing erect.
4. When a violation is observed and noted by a meet official, the penalty for the wearing of an illegal uniform is that the competitor shall be required to make the uniform legal before becoming eligible for further competition. Competition shall not be delayed while a competitor attempts to make the uniform legal. The competitor and Head Coach will be issued a warning that a subsequent violation shall result in a disqualification from the event.
5. The spirit of decisions related to adornments or uniforms is to deny any adornments or garments that draw attention to athletes.
 - Competitors will not be permitted to wear baseball caps, bandanas, or other head covering or adornments. However, a functional hair-tie, scrunchie or headband that is worn to hold the competitor's hair in place will be permitted.
 - Only prescription sunglasses may be worn.
 - Jewelry may be asked to be removed by an official if deemed a safety issue.
 - Garments, head scarfs and/or similar garments worn for religious beliefs must be approved by the Games Committee prior to an athlete's competition. Failure to receive prior approval will be viewed as a uniform violation and the competitor shall be required to make the uniform legal before becoming eligible for further competition. The competitor will be

issued a warning that a subsequent violation shall result in a disqualification from the event.

Spikes

State Meet Handbook - Section X - SPIKES

Spike length is decided by the Games Committee and dictated by host track. For the 2019 meet, all shoe spikes for running and field events shall be pyramid shaped spikes and are not to exceed .25" (English) in length when measured from the sole of the shoes. No "Needle" or "Christmas Tree" spikes of any length will be allowed. It will be the responsibility of the athlete to get his/her spikes inspected and to change his/her spikes should a change be necessary. No spikes will be provided.

1. All spikes must be inspected prior to the start of the day's competition and shoes will be marked after this initial inspection.
2. Spikes will be inspected again at the time of check-in to any event.
3. Failure to comply with appropriate spike length or style:
 - **FIRST OBSERVED VIOLATION:** Warning will be issued to competitor and recorded. Coach will also be advised of first warning. Competitor is required to change his/her spikes to approved length and type before becoming eligible for further competition.
 - **SUBSEQUENT VIOLATION(S):**
 - If a competitor is found to be wearing illegal spikes during competition, he/she will be disqualified from the event.
 - If same competitor is found to be in violation a second time, either at the time of check-in or during competition, he/she will be disqualified from the meet.

Electronic Devices and Wearables

State Track Meet Handbook - Section II - Rules Governing Use of Stadium

6. No electronic devices will be allowed in the competition area or in the infield. (see "Designated Coaches Areas" for exceptions)

State Track Meet Handbook - Section IX - Competitors Uniforms - 5 (third bullet)

- Wearing a simple watch that tells or measures time is permissible. Any electronic device or wearable whose function is other than that of telling and/or measuring time is illegal. GPS type watches or other wearables that give on-going splits, pre-programmed beeps, pulse measurements and/or similar aid may not be worn.

LONG JUMP - TRIPLE JUMP

This information is only meant to be a reminder and does not supercede any rules or guidelines spelled out or addressed in the NFHS Rule Book or Case Book or the HHSAA State Meet Handout or any decisions previously communicated by the HHSAA Games Committee.

- **EVENT CHECK IN:** All competitors must report to their event at or before the time of the “Last Call”. A competitor who is seen approaching the check-in group at the time of “Last Call” and is making a good faith attempt to join the final check-in group shall be allowed to compete. The Head Event Judge will go through the roll-call twice. An announcement will then be made that the event is closed
- **UNIFORM INSPECTION:**
 - Uniforms and shoes will be inspected
 - Spikes will be check to assure that only pyramid spikes are being used and they do not exceed the allowable length
 - Jewelry is allowed but not recommended. Jewelry will be asked to be removed if deemed unsafe or possible to interfere with another competitor
- **EVENT BRIEFING:** An Event Briefing will be conducted by the Head Event Judge at the end of the Event Check In and all uniforms have been inspected.
- **CONDUCT OF THE EVENT:**
 - Before starting the event, the official will try to ascertain which participants are going to be in concurrent or upcoming events and rearrange the order within the flight to have as many of those participants as possible attempt one or more trials early
 - Competitors will be called as follows “AAA is up, BBB on deck and CCC on hold”
 - Competitors must land in the pit
 - The mark will be measured from the mark that the part of the body, hair or clothes that is closest to the board makes
 - Competitors must exit the pit to the front or side
 - A call or signal (By Flag) will be made on every jump. A jump that is deemed “Fair” will be made after the competitor exits the pit via a call or flag - “fair/mark it” or white flag. A jump that is deemed a foul will be made after the contestant lands in the pit after fouling or exits the pit illegally via a call or flag - “foul/no mark” or red flag.
 - The top 8 qualifiers will advance to the finals. If there is a tie for the eighth place, all competitors will advance into the finals.
 - A competitor does not have to check in or jump in the finals. Marks from the Trials carry forward.
 - A competitor may speak with their coach or look at videos at the Coach’s Box only. A competitor may not look at videos once they have been called up to compete.

- **TRIPLE JUMP CONSIDERATION:**
 - A competitor may choose to jump from whatever board they prefer. He/She may change the board forward or backwards at any time before their jump, but they must give the official sufficient notice.
- **CHECKING OUT:**
 - Multiple-Event athletes may be excused from one event to compete in another by checking out with the Head Event Judge.
 - The check-out time limit is 10 minutes. When an athlete returns, he/she must check back in with the head event judge and
 - Shall complete one or more attempts with the athlete inserted into the lineup as necessary to expedite completion of the event. OR
 - May inform the head event judge to restart the clock and check-out again without taking a passing trial as long as the event for which the athlete is checking out is still in progress.
 - No checkouts are allowed during the final round of competition.

HIGH JUMP

This information is only meant to be a reminder and does not supercede any rules or guidelines spelled out or addressed in the NFHS Rule Book or Case Book or the HHSAA State Meet Handout or any decisions previously communicated by the HHSAA Games Committee.

- **EVENT CHECK IN:** All competitors must report to their event at or before the time of the “Last Call”. A competitor who is seen approaching the check-in group at the time of “Last Call” and is making a good faith attempt to join the final check-in group shall be allowed to compete. The Head Event Judge will go through the roll-call twice. An announcement will then be made that the event is closed
- **UNIFORM INSPECTION:**
 - Uniforms and shoes will be inspected
 - Spikes will be check to assure that only pyramid spikes are being used and they do not exceed the allowable length
 - Jewelry is allowed but not recommended. Jewelry will be asked to be removed if deemed unsafe or possible to interfere with another competitor
- **EVENT BRIEFING:** An Event Briefing will be conducted by the Head Event Judge at the end of the Event Check In and all uniforms have been inspected.
- **CONDUCT OF THE EVENT:**
 - The Games Committee will determine the starting and successive heights, allowable marking materials, the location of coaches’ box, the starting time, the warm up time and any special instructions
 - Before starting the event, the official will:
 - Determine at what height the athletes will be starting and if they will be competing in additional events.
 - Try to ascertain which participants are going to be in concurrent or upcoming events and rearrange the order within the flight to have as many of those participants as possible attempt one or more trials early
 - A competitor may place two marks with no mark within 2m of the standards. These marks shall be flush to the ground and limited in size to 3” x 6” in size. Marks may, not impede any approaching jumper.
 - Competitors will be called as follows “AAA is up, BBB on deck and CCC on hold”
 - Jump attempts will be recorded as: make “0”; miss “X” and pass “ - “
 - When there are more than three or more competitors in a round (including those that have checked out), the competitor has one minute to start the process and carry through to jump completion
 - Two or three remaining competitors in a round get 3 minutes to initiate their jump attempt; also those who are taking consecutive jumps. The next competitor will be called up 2 minutes after the bar is set, allowing time for the competitor to consult with the coach.
 - A sole remaining competitor gets 5 minutes to initiate their jump attempt.

- A “Made” jump will be called or signaled by a flag after the official has determined that the bar was not displaced from the bar support due to actions by the jumper. NOTE: How fast a competitor exits the pit is not a consideration
 - A “Missed” jump will be called or signaled by a flag after the bar has been displaced, the competitor touches the ground or pit across the line below the bar before jumping, or otherwise disqualified him/herself.
 - When a competitor clears a height, the number of consecutive misses goes back to zero.
 - After three consecutive misses, a competitor is eliminated from the event
 - A competitor may ask to move up in the order as many times as they wish in order to compete in another event
 - A competitor must inform the official that they are passing on their next jump before they are called or “put on the clock”.
 - A competitor may change his/her mind and re-enter the competition later at the same height
 - Any competitor who passes three or more heights is allowed one practice jump immediately after the bar is raised to the height at which the contestant will enter the competition before the regular competition resumes
 - A “pass” does not count for anything when considering whether athletes are tied or not.
 - No passed heights shall be allowed in tie-breaker jump-offs.
 - A competitor may speak with their coach or look at videos at the Coach’s Box only. A competitor may not look at videos once they have been called up to compete.
- **SPECIAL CONSIDERATION:**
 - **Use of 5-Alive:** The Head Field Event official may modify the order of contestants to use the “5-Alive” method of organizing jump attempts. When there are nine or more vaulters attempting a height (not total vaulters left in the competition), the decision may be made to use “5-alive”. At that point, only five vaulters will be active at any one time and the officials will announce the rotation of the jumpers.
- **CHECKING OUT:**
 - Multiple-Event athletes may be excused from one event to compete in another by checking out with the Head Event Judge.
 - There is no check-out time limit for the High Jump. NOTE: When all contestants present at the pit have completed their heights at a particular height, the bar is raised. The bar height is not held for contestants who have checked out.
 - When all competitors present have completed their attempts – not including the last attempt by the leading qualifier or during a jump-off – all missing competitors shall be called in order - as though they were present - as their approved check-out period tolls. Failure of an athlete to initiate an attempt within the allotted time results in a miss. When all attempts have been completed, the leading qualifier may take his/her last attempt and the event proceeds to the tie-breaker or the event ends and places are awarded.

POLE VAULT

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- **EVENT CHECK IN:** All competitors must report to their event at or before the time of the “Last Call”. A competitor who is seen approaching the check-in group at the time of “Last Call” and is making a good faith attempt to join the final check-in group shall be allowed to compete. The Head Event Judge will go through the roll-call twice. An announcement will then be made that the event is closed
- **UNIFORM INSPECTION:**
 - Uniforms and shoes will be inspected
 - Spikes will be check to assure that only pyramid spikes are being used and they do not exceed the allowable length
 - Jewelry is allowed but not recommended. Jewelry will be asked to be removed if deemed unsafe or possible to interfere with another competitor
- **POLE INSPECTION:**
 - Instruct competitors to bring every pole for inspection that they might use during the competition
 - Are the required manufacturer weight and hand hold limitations clearly visible and readable
 - Assure that the tape that has been applied to the pole is legal (no rings of tape rolled up on itself or flags indicating ripped tape pieces)
 - Each competitor must confirm (without revealing their specific weight) that he/she **weighs less** than the smallest weight that is listed on any of their poles.
- **EVENT BRIEFING:** An Event Briefing will be conducted by the Head Event Judge at the end of the Event Check In and all uniforms have been inspected.
- **CONDUCT OF THE EVENT:**
 - The Games Committee will determine the starting and successive heights, allowable marking materials, the location of coaches’ box, the starting time, the warm up time and any special instructions
 - Before starting the event, the official will:
 - Determine that all athlete weight verification forms are on file
 - Determine at what height the athletes will be starting and if they will be competing in additional events.
 - Try to determine if any participants are going to be in concurrent or upcoming events and rearrange the order within the flight to have as many of those participants as possible attempt one or more trials early
 - Taping of any part of the hand or fingers shall not be permitted unless there is an open wound that must be protected by tape. Officials can request the removal of tape to confirm that an open wound exists and direct the athlete to the trainer for subsequent re-taping if necessary. Taping of the wrist is permissible. Gloves are not permitted, however use of a forearm cover to prevent injuries is permitted. A

competitor may place two marks with no mark within 2m of the standards. These marks shall be flush to the ground and limited in size to 3" x 6" in size. Marks may, not impede any approaching jumper.

- Competitors will be called as follows "AAA is up, BBB on deck and CCC on hold"
- Jump attempts will be recorded as: make "O"; miss "X" and pass " - "
- When there are more than three or more competitors in a round (including those that have checked out), the competitor has one minute to start the process and carry through to jump completion
- Two or three remaining competitors in a round get 3 minutes to initiate their jump attempt; also those who are taking consecutive jumps. The next competitor will be called up 2 minutes after the bar is set, allowing time for the competitor to consult with the coach.
- A sole remaining competitor gets 5 minutes to initiate their jump attempt.
- A "Made" jump will be called or signaled by a flag after the official has determined that the bar was not displaced from the bar support due to actions by the jumper. NOTE: How fast a competitor exits the pit is not a consideration
- A "Missed" jump will be called or signaled by a flag after the bar has been displaced, the competitor touches the ground or pit across the line below the bar before jumping, or otherwise disqualified him/herself.
- When a competitor clears a height, the number of consecutive misses goes back to zero.
- After three consecutive misses, a competitor is eliminated from the event
- A competitor may ask to move up in the order as many times as they wish in order to compete in another event
- A competitor must inform the official that they are passing on their next jump before they are called or "put on the clock".
- A competitor may change his/her mind and re-enter the competition later at the same height
- Any competitor who passes three or more heights is allowed one practice jump immediately after the bar is raised to the height at which the contestant will enter the competition before the regular competition resumes
- A "pass" does not count for anything when considering whether athletes are tied or not.
- A competitor may speak with their coach or look at videos at the Coach's Box only. A competitor may not look at videos once they have been called up to compete.

● **CHECKING OUT:**

- Multiple-Event athletes may be excused from one event to compete in another by checking out with the Head Event Judge.
- There is no check-out time limit for the Pole Vault. NOTE: When all contestants present at the pit have completed their heights at a particular height, the bar is raised. The bar height is not held for contestants who have checked out.

When all competitors present have completed their attempts – not including the last attempt by the leading qualifier or during a jump – all missing competitors shall be called in order - as though they were present - as their approved check-out period tolls. Failure of an athlete to

initiate an attempt within the allotted time results in a miss. When all attempts have been completed, the leading qualifier may take his/her last attempt and the event proceeds to the tie-breaker or the event ends and places are awarded.

THROWS: SHOT PUT and DISCUS

This information is only meant to be a reminder and does not supercede any rules or guidelines spelled out or addressed in the NFHS Rule Book or Case Book or the HHSAA State Meet Handout or any decisions previously communicated by the HHSAA Games Committee.

- **EVENT CHECK IN:** All competitors must report to their event at or before the time of the “Last Call”. A competitor who is seen approaching the check-in group at the time of “Last Call” and is making a good faith attempt to join the final check-in group shall be allowed to compete. The Head Event Judge will go through the roll-call twice. An announcement will then be made that the event is closed
- **UNIFORM INSPECTION:**
 - Uniforms and shoes will be inspected
 - Spikes will be check to assure that only pyramid spikes are being used and they do not exceed the allowable length
 - Jewelry is allowed but not recommended. Jewelry will be asked to be removed if deemed unsafe or possible to interfere with another competitor
- **IMPLEMENT INSPECTION:**
 - Only certified implements may be used in competition. Certification is available to any competitor up until 30 minutes prior to the start of the event. Once an implement is certified, it is impounded until competition begins and all certified implements are not obligated to be shared.
 - Discus Specifications:
 - Boys: 1.6 Kg (3.527 lb): min. diameter 8.228” and max. diameter 8.307”
 - Girls: 1.0 Kg (2.205 lb): min. diameter 7.087” and max. diameter 7.165”
 - Shot Put Specifications:
 - Boys 12 pounds: min. diameter 12- $\frac{1}{8}$ ” and max. diameter 14- $\frac{1}{2}$ ”
 - Girls 4.0 Kg (8.8 pounds): min. diameter 11- $\frac{3}{4}$ ” and max. diameter 13- $\frac{3}{8}$ ”
 - NOTE: An overweight implement - regardless of dimensions - is never legal and may not be used for practice, warm-up or competition. Penalty for using such implement is disqualification from the event.
- **EVENT BRIEFING:** An Event Briefing will be conducted by the Head Event Judge at the end of the Event Check In and all uniforms have been inspected.
- **CONDUCT OF THE EVENT:**
 - The Games Committee will determine the throwing order, the location of coaches’ box, the starting time, the warm up time and any special instructions
 - Taping of any part of the throwing hand or fingers shall not be permitted unless there is an open wound that must be protected by tape. Taping of the wrist is acceptable. Gloves are not allowed. A support belt is allowed.
 - After entering the throwing circle and prior to the actual throw, the competitor must pause and start the throw from a stationary position.

- In order for the attempt to be fair, the COMPETITOR must:
 - Initiate the trial prior to the expiration of allowed time
 - Remain in the circle until the implement has landed
 - Exit the circle by the back half of the circle
 - Not touch any surface outside of the circle during the trial
 - The implement must land completely within the sector lines
 - In order for the attempt to be fair, the IMPLEMENT must:
 - Land with the sector
 - NOTE: A implement that hits the cage and/or an object outside of the sector before landing within the sector is a foul.
 - For the Shot Put: A legal Put shall be from the shoulder, with one hand only, so that during the attempt, the shot does not drop behind or below the shoulder. No harness or mechanical device attached to the hand or arm shall be used.
 - All throws which land within the sector shall be measured. Fouls are not measured but count as attempts.
 - Discus attempts are measured and rounded down to the nearest inch
 - Shot Put attempts are measured and rounded down to the nearest ¼"
 - Each competitor will throw in the order determined by the Games Committee until three rounds have been completed. At that point the top eight competitors (and ties) will become finalists, and the order of competition shall be the reverse of the best performance in the preliminaries.
 - Competitors will be announced as follows: A is "Up", B is "On Deck", C is "On Hold". Once you are "Up", you will usually have **1 minute to initiate your attempt**. You will be informed if you are allowed a different amount of time
 - Each competitor's best mark (preliminary or final round) shall be used to determine final placement.
- **CHECKING OUT:**
 - Multiple-Event athletes may be excused from one event to compete in another by checking out with the Head Event Judge.
 - There is no check-out time limit for the Pole Vault. NOTE: When all contestants present at the pit have completed their heights at a particular height, the bar is raised. The bar height is not held for contestants who have checked out.

When all competitors present have completed their attempts – not including the last attempt by the leading qualifier – all missing competitors shall be called in order - as though they were present - as their approved check-out period tolls. Failure of an athlete to initiate an attempt within the allotted time results in a Foul. When all attempts have been completed, the leading qualifier may take his/her last attempt and the event proceeds or the event ends and places are awarded.

RUNNING EVENTS:

This information is only meant to be a reminder and does not supercede any rules or guidelines spelled out or addressed in the NFHS Rule Book or Case Book or the HHSAA State Meet Handout or any decisions previously communicated by the HHSAA Games Committee.

- **EVENT CHECK IN:** All competitors must report to their event at or before the time of the “Last Call”. A competitor who is seen approaching the check-in group at the time of “Last Call” and is making a good faith attempt to join the final check-in group shall be allowed to compete. The Head Event Judge will go through the roll-call twice. An announcement will then be made that the event is closed
- **UNIFORM INSPECTION:**
 - Uniforms and shoes will be inspected
 - Spikes will be check to assure that only pyramid spikes are being used and they do not exceed the allowable length
 - Jewelry is allowed but not recommended. Jewelry will be asked to be removed if deemed unsafe or possible to interfere with another competitor
- **OFFICIALS:**
 - **Clerk of Course:**
 - Generally the official with whom the runner will have first contact
 - Responsible for checking competitors in and assigning them to the proper heat and starting position.
 - Responsible for giving all necessary instructions concerning the rules governing the race
 - Responsible for checking and enforcing uniform, visible apparel and shoe/spike regulations
 - **Starter:**
 - The starter shall have full responsibility for the competitors on the starting line and during the start. The starter and assistant starter(s) shall decide, *without protest*, whether a start is fair and legal, or which competitor(s) shall be charged with a false start. The starter, charging a competitor with a false start, is disqualifying the competitor from the event.
- **THE START:**
 - All races shall be started with the firing of a closed-barrel pistol (starter’s pistol) or gun less device which provides smoke or a flash visible to the timers. A misfire does not indicate a start.
 - Commands for races shall be:
 - “On your marks.” At this signal, the competitors will immediately take their proper positions behind their starting lines. After they have taken their positions and are steady on their marks,.
 - “Set.” At this command, all competitors shall at once, and without delay, assume their full and final set position in such a manner that no part of their person touches the ground in front of the starting line or the starting line itself. When all competitors are set and motionless, the starter shall

fire the starting device. The interval between the set command and the firing of the starting device is usually one to two seconds.

- Recall: A race shall be recalled if:
 - In the first 100 meters a competitor falls due to contact with another competitor.
 - The starter or assistant starter deems that there was an unfair start
 - If a competitor's starting block slips due to a condition of the track or a malfunction of the starting block

- **RACES:**

- Sprints:
 - 100m Dash, 200m Dash and 400m Dash
- Runs:
 - 800m Run, 1500m Run and 3000m Run
- Hurdles:
 - 100m Hurdle for Girls, 110m High Hurdle for Boys, 300m Hurdle
 - Hurdling is a technique in which the competitor attempts to clear each hurdle by jumping or striding over the hurdle.
 - It is an infraction if a competitor in a hurdle event:
 - Does not attempt to clear the hurdle
 - Deliberately knocks down a hurdle by hand
 - Advances or trails a leg or foot alongside or below the height of the hurdle gate
 - Runs over a hurdle not in the assigned lane
 - Runs around a hurdle
 - Impedes or interferes with another hurdler.
- Relays:
 - 4 x 100m Relay and 4 x 400m Relay
 - All members of any relay team are to check in at the same time whereby the Clerk of Course will check the relay cards. In relay events, no more than six individuals may be listed on the relay entry card/sheet, but only those who actually run will be considered official participants. Any substitutions must come from those names on the relay entry card/sheet. It is not necessary to use the same four competitors in the finals who competed in the preliminary rounds of trials.
 - Relay batons should be inspected by the Clerk of the Course before the start of the race. The baton shall not exceed 11.81 inches (30 centimeters) in length. Its circumference shall be at least 4 inches and no more than 5 inches (102-127 millimeters). It shall be a smooth, hollow tube, made in one piece of wood, metal or other rigid material. It shall weigh at least 1.766 ounces (50 grams). Tape shall not be used to wrap the baton.

- Each competitor shall carry the baton by hand throughout the race and shall pass it to the succeeding teammate. After passing the baton, the relieved competitor should stand still, jog ahead in his/her lane or jog straight ahead, and then step off the track when clear or when so instructed by an official.
- The baton shall be handed from the incoming runner to the outgoing runner within the 20 meter exchange zone. Touching of the baton outside of the 20 meter passing zone by both runners is a DQ. The baton must be passed and not thrown and the incoming runner cannot push the outgoing runner.
- If the baton is dropped in the exchange zone, in a legitimate attempt to hand it, either competitor may retrieve it, even from another lane, provided the competitor does not interfere with an opponent and the baton is retrieved within the limits of the original exchange zone extended across the track. If the baton is dropped outside the exchange zone, it must be retrieved by the competitor who dropped it.