

2020



**TRACK & FIELD
District/Area Director's
Manual**

UNIVERSITY INTERSCHOLASTIC LEAGUE

TRACK & FIELD DISTRICT/AREA MEET

DIRECTORS' HANDBOOK

This directors' manual has been prepared to provide information for administration of UIL sponsored Track & Field Meets. It should serve as a guide to administrators, coaches and meet directors and assist in providing greater consistency in high school Track & Field throughout Texas.

Also, please refer to the UIL *Constitution and Contest Rules* and Coaches Manual for further interpretations and explanations.

Questions concerning UIL Track & Field activities should be addressed to the following staff members at the office Monday-Friday, 7:30am-5pm; (512) 471-5883:

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2020 NFHS Track & Field Rule Changes

4-6-5g, 8-6-1e: Clarifies that a competitor should not be penalized for helping another competitor who is distressed or injured when no advantage is gained by the competitor who is assisting.

Rationale: The committee believes when no advantage is gained by a competitor helping a distressed or injured competitor, the competitor assisting should not be penalized for exhibiting good sportsmanship.

5-3-3 & 4, 5-10-6 thru 11: Clarifies that in the 4x100-meter relay and 4x200-meter relay, and other relays with legs of 200 meters or less, each exchange zone will be 30 meters long. All exchange zones for races in excess of 200 meters will remain at 20 meters.

Rationale: In the 4x100-meter relay and 4x200-meter relay, and other relays with legs of 200 meters or less, each exchange zone will be 30 meters long. All exchange zones for races in excess of 200 meters will remain at 20 meters.

6-2-6: Clarifies that it is illegal to run backward or in the opposite direction (non-legal direction) on a horizontal jump, pole vault or javelin runway.

Rationale: This change promotes a more organized and efficient warm-up period.

6-3-2-b-4-a: This change provides metric measurements for tie-breaking jump-offs for vertical jumps.

Rationale: The committee established appropriate metric increments for tie-breaking jump-offs in the vertical jumps.

6-9-5: The length of long jump and triple jump pits constructed after 2019 shall be at least 23 feet (7 meters).

Rationale: Clarifies the language of the 2019 rule change for long jump and triple jump pits and ensures pit measurements are within industry standards for safety.

2020 Editorial Changes

5-11-1: A relay team shall pass their baton in accordance with the rules. **Rationale:** Clarifies that a team finishes the race with the same baton that it used at the start of the race.

2020 Editorial Changes

5-1-5, 6-8-10d

2020 Points of Emphasis

- Meet Administration
- Exchange Zone
- Assisting Injured Athletes

Modifications and Event Procedures

| NFHS Rule | Subject - Topic | UIL requirements | | |
|-----------|-----------------|---------------------|---------------------|---------------------|
| Level | # of athletes | 800m | 1600m | 3200m |
| District | 8 or less | Individual lanes | Single waterfall | Single waterfall |
| | 9 or more | Two waterfall alley | Two waterfall alley | Two waterfall alley |
| Area | 8 | Individual lanes | Single waterfall | Single waterfall |
| Regional | 16 | Two waterfall alley | Two waterfall alley | Two waterfall alley |
| State | 9 | Individual lanes | Single waterfall | Single waterfall |

| NFHS Rule | Subject - Topic | UIL requirements |
|------------------|----------------------|---|
| 2.1.2 | Championship scoring | 1st-6th place and points will be given 10-8-6-4-2-1. Relays will be scored 20-16-12-8-4-2. |
| 3.9.8 | FAT – Manual timing | Conversion calculation required |
| 3.17.1-2 | Wind gauge | Required for national records; state records can only be set at state meet with wind gauge reading. |
| 4.2.1 | Event allowance | Contestant is permitted no more than three (3) running events with no distance restrictions (HS only), including relays and may enter up to five (5) field events. |
| 4.3.1 | Uniform | Male contestants must wear shorts over the one-piece suit or compression short. |
| 4.3.1(b-7) | Under garment | Any visible garment(s) worn underneath the uniform top and/or bottom is considered a foundation garment. Foundation garments are not subject to logo/trademark/reference or color restrictions. |
| 4.3.2(a) | Relay Teams | All relay teams must wear uniforms clearly indicating, through prominent color, school logo and color combination of all outer garments worn as uniform, that members are from the same team. NOTE: the official should be able to observe that all members are from the same team. |
| 5.6.4 | Heats | Heat winner advances to finals and next best performances – usually six (6) on an eight (8) lane track. |
| 5.6.3 | Seeding | Choice for district and area meets. Seed by qualifying performance for regional meet. State meet is preferred lanes for regional champion; random for others. |
| 6.3.2-3 | Ties | Distance – events must be broken 1 st -6 th places all meets. |
| 7.3.1-2 | Ties | Vertical jumps – events must be broken 1 st - 6 th place. HJ: 2" increments until 4 jumpers are left then 1" thereafter. PV: 6" increments until 4 jumpers are left then 3" thereafter. |
| 2.1.4 3.8.1-8 | Scoring of ties | Advancement to next meet is based on all places identified 1 st -6 th place. Modification: Ties must be broken and award points accordingly. |

Meet Information

Meet Rules. The current National Federation Track and Field Rules shall govern UIL track & field meets. Requests for track and field rule interpretations or explanations should be directed to the UIL. The National Federations assists in answering rule questions whenever called upon by the UIL Staff.

Championship Meet Format. In all conferences, four contestants shall qualify from district to area; four from area to regional; two from regional to state, with a wild card 9th qualifier based on next best performance (all regions).

District and Area Meets.

District Meet Deadline. April 11, 2020
Area Meet Deadline. April 18, 2020

Area Meets. Area sites will be facilitated by mutual agreement between the two designated districts. Schools should contact the DEC chair for district information.

- With approval of the majority of schools in that area (corresponding districts), the area meet can be cancelled. In this scenario, each district would hold their district meet and advance the top two finishers in each event to the regional meet.
- With approval of the majority of schools in that area (corresponding districts), district meets can be skipped and the corresponding districts could elect to go straight to the Area Meet (with no district meet). In this scenario, the top four finishers in each event would advance to the Regional Meet.

Entries. Qualifiers will be certified to the regional director by the district director. The regional director will certify state entries to UIL office.

- Each qualifying school should follow the entry guidelines set forth by each individual regional site.

Regional Sites and Directors. Regional sites and directors may be found on the UIL website.
<http://www.uiltexas.org/track-field/regional-sites>

Regional Meets.

Dates. April 24-25, 2020

Fees and Schedules. Regional directors shall post a notice of entry fees for all regional activities.

Representation.

- In individual events, a school may enter in the next higher meet only the individuals that qualified and only in that particular event.
- If a qualified contestant cannot enter the next higher meet, then the alternate (next eligible finisher) shall be eligible to participate.
- In relay events, qualification is by school and not by the individual. Individuals who qualify only on a relay team may not enter an individual event in the next higher meet unless they qualify for that individual event. Relay team members may be substituted or changed with an eligible participant.

Scratches. Schools should be permitted to scratch and add according to approved meet committee regulations determined in the meet instructions. Individual or relay events will be subject to changes under the following suggested guidelines:

- Meet director must establish and publish a deadline for all scratch and replacements.
- An athlete may regain academic eligibility at the time of the scheduled regional meet and be listed as a member of a relay team. They must be academically eligible at the time they actually compete.
- An athlete may lose their eligibility because of academic regulations and they should be permitted scratch.
- For an individual event, the meet director may call up the next qualifier to fill that event. The meet director shall determine if time permits and an eligible participant may be added to the vacated places.

Meet Schedule. The director of the meet shall see that events start at the time announced.

- No excuses shall be accepted for late arrival to an event.
- Any contestant who fails for any reason to report at the time an event is announced shall forfeit her/he right to compete.

Order of Events. Finals only with the 3200m held as the first event or running prelims and the 800m and 1600m in the appropriate order of the finals schedule.

| Running Events | Girls | Boys |
|-----------------------|--------------|-------------|
| 3200-meter run * | X | X |
| 400-meter run | X | X |
| 800-meter run* | X | X |
| 100/110-meter hurdles | 33" | 39" |
| 100-meter dash | X | X |
| 800-meter relay | X | X |
| 400-meter dash | X | X |
| 300-meter hurdles | 30" | 36" |
| 200-meter dash | X | X |
| 1600-meter run * | X | X |
| 1600-meter relay | X | X |
| Field Events | | |
| Discus | 1-kg | 1.6kg |
| High Jump | X | X |
| Long Jump | X | X |
| Pole Vault | X | X |
| Shot Put | 4-kilo | 12-lb |
| Triple Jump | X | X |

Races of 800m and Longer.

The primary objective is to conduct an event **safely and fairly**. To help accomplish these objectives, it is very important that events be conducted **within the rules** and as **consistent** as possible throughout the season.

To achieve safer and more consistent competitions in track and field, the recommendations shall be utilized at all events hosted by UIL schools and are within NFHS rules, thus do not represent a change. Best practices should be adopted throughout the season; subsequently, athletes and coaches will know what to expect when planning their competitions and be prepared for the championship meet situations.

With elimination rounds for all running events of 400 meters or less, these standards apply only to events starting at 800 meters and longer, specifically the 800 meter, 1600 meter, and 3200 meter races.

The following table includes the description of the running events where **there are more competitors than available lanes** on the track.

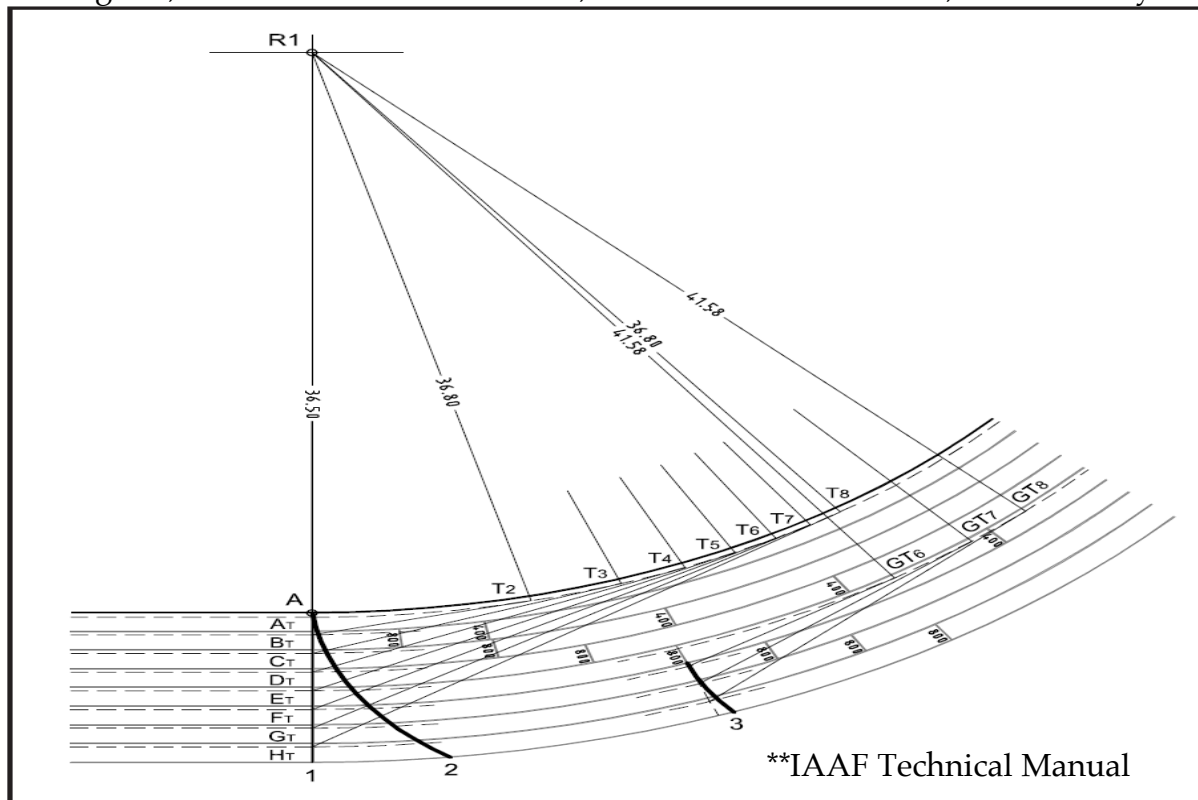
| Meet Level | # of athletes | 800m | 1600m | 3200m |
|------------|---------------|---------------------|---------------------|---------------------|
| District | 8 or less | Individual lanes | Single waterfall | Single waterfall |
| | 9 or more | Two waterfall alley | Two waterfall alley | Two waterfall alley |
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| State | 9 | Individual lanes | Single waterfall | Single waterfall |

Starting positions for district, area and regional can be determined either

- By random draw or
 - By the seeding process used in the selection meet leading to this competition.
- ** State meet will be random draw with preferred lanes for the regional champions.

To establish an alley on a standard 8 lane track:

- From the 800M start line on lane 5, extend a straight line to the outside edge of lane 8.
- At the right side edge of lane 3, measure the distance from the start line to the back edge of the waterfall line.
- Then from the extended straight line on the outside edge of lane 8, measure forward the distance taken from lane 3 and mark that point.
- Using 2" tape from the outside edge of lane 5's 800M start, extend the tape to the marked spot on lane 8, causing it to curve between the two points.
- On diagram, Line 1 = common finish line, Line 2 = 1600M waterfall, Line 3 = alley



Events and Scoring. A participant may be allowed to compete in a total of three running events (including relays) and no more than five events total. A participant could compete in five field events provided they are not in a running event.

- Scoring shall be 1st-6th place and points will be awarded 10-8-6-4-2-1. Relays will be 20-16-12-8-4-2.
- Fully automatic timing is recommended and all manual times must be converted by NFHS calculation requirements.
- State records can only be set at the State Meet.

Equipment and Implements. All track and field markings and equipment must comply with the National Federation Track and Field specifications. Implements and vaulting poles must be verified by the meet referee. Procedures must be in place to weigh implements, check specifications and verify the vaulting pole is legal for the weight of the contestant.

Uniforms. Each competitor shall wear a school issued track top and bottom or one-piece uniform per the NFHS specifications.

- Male participants must wear a loose-fitting track bottom, and they must wear shorts over the one-piece suit of compression style bottoms.
- Closed leg briefs are acceptable for girls, however high-cut apparel shall not be worn.
- Bare midriffs are not allowed for participants.
- Visible undergarments must meet the NFHS specifications including the relay members.
- Jewelry and wristwatches are allowed by NFHS rules.

Meet Duties and Responsibilities of Officials. The district, area and regional meet directors will have charge of the meets. The University Interscholastic League Athletic Director shall have general charge of the State Meet.

- *Meet Director-* Each meet will be under the direction of a meet director. The meet director will supervise the conduct of the meet and perform such duties to guarantee the competition will run smoothly. Directors are responsible for providing officials, securing entries, heating and seeding, arranging for programs and other such matters as may be required for the proper conduct of the meet.

One referee, two or more inspectors, three or more field judges, four or more judges at the finish, three or more timekeepers, one starter, one clerk of the course, one scorer, one clerk on the field, one marshal, one announcer, and one such assistant to these officials shall be provided.

- *Meet Referee-* The referee is directly in charge of activities during the meet. The referee has the sole authority for ruling on infractions or irregularities not covered within the NFHS rules.
- *Games Committee-* The games committee will have general supervision of the meet and will determine the administrative procedures, terms and conditions that will govern the competition. A games committee should be appointed and its jurisdiction should be determined and announce prior to the start of the meet.
- *Jury of Appeals-* a jury of appeals, if appointed, will serve as the final board of appeals. The UIL office will not overturn any decision by a meet referee or jury of appeals. A coach first appeals to the referee. If the coach feels that the terms and conditions of competition or the application of the rules have been misapplied or misinterpreted, a written appeal must be made to the jury.

Situations which are subject to appeal include, but are not limited to:

1. Misapplication of the rules which must be filed within 30 minutes after the announcement of event results.
2. Correction of clerical or team scoring errors which may be corrected up to 48 hours after the end of the meet, unless another time period is specified in advance by the games committee or meet director.
3. Correction of meet results involving an ineligible participant which may be made at any time.
4. Failure to follow a procedure contained in the terms and conditions of competition announced in advance by the games committee or meet director. This would include such items as the time schedule, the number of qualifiers to advance, number of trails, etc.

Non-appealable situations:

1. Any judgement decision pertaining to violations or alleged violations of the rules.
2. A decision made by the finish judges or timers that does not involved misapplication of a rule or the terms and conditions of competition.
3. Whether a start is fair and legal
*NOTE: Section 4-6: The referee has the sole authority for ruling on infractions or irregularities not covered within the rules.

Checklist for Meet Directors

| Meet Responsibilities (120 days out) | Completed |
|---|------------------|
| Facility and Arrangements | |
| Conflicts with other school events | |
| Check facilities as to rule specifications | |
| Course Map | |
| Restrooms | |

| Information to Participating Schools (60 days out) | Completed |
|---|------------------|
| Entry Forms | |
| Entry Instructions and Fees | |
| Scratch Process | |
| Bibs and Chip Devices | |
| Care of Course/Course Use | |
| Public Access | |
| Entrances | |
| Officials | |
| Timing and Results | |
| Concessions | |
| Ticket Prices | |
| Warm-ups | |
| Restrooms | |

| Staffing- Assign | Completed |
|--|------------------|
| Officials | |
| <i>Meet Committee (Referee, Jury of Appeals, Finish Judges, Other knowledgeable persons to comprise an additional number of committee members (3-5 recommended))</i> | |
| <i>Clerk of Course</i> | |
| Workers | |
| <i>Results</i> | |
| <i>Athletic Trainers</i> | |
| <i>Program and Concession Sellers</i> | |

| Equipment (14 days out) | Completed |
|---|------------------|
| Public Address System/Secure Announcer | |
| Timing and Results System (Timing Mechanism and Start Gun/Horn) | |
| Check/Organize Awards | |

| Meet Management Responsibilities (days before meet and during meet) | Completed |
|---|------------------|
| Heat or seed meet if box seeding is used for start – UIL has a format if needed | |
| Heat sheets prepared and packets stuffed | |
| Double check all timing equipment | |
| Supplies | |
| <i>Gun, shells (if starter not providing own)</i> | |
| <i>Clip boards (for start clerk)</i> | |
| <i>Staple gun (for posting results)</i> | |
| Hospitality | |
| Officials Meeting- conducted by Meet Referee | |
| Coaches Meeting | |
| <i>Last minute scratches</i> | |
| <i>Meet start, finish results and state meet entry report</i> | |
| Restrooms | |
| Awards | |
| Scoreboard | |
| Post final results after each race – 30 minutes (wait for official results) | |

| Post Meet Responsibilities (immediately following meet) | Completed |
|--|------------------|
| Results Distributed | |
| <i>Teams</i> | |
| <i>Media</i> | |
| <i>Regional Director!!</i> | |
| File records and results | |