

General Field Event Procedures

I. ANNOUNCING the Event.

A. **FIRST Call.** (e.g.: "5th Grade Girls, Long Jump, First Call".)

1. FIRST call can be made half-way through third sequence of official jumps (or throws) for prior competing group, OR 10 minutes before scheduled start.
2. The Judge in charge of each field event should coordinate with the Meet Announcer in making the FIRST Call, as well as the subsequent SECOND and FINAL Calls, so as to adequately inform all participants as to that event's status.

B. **SIGN-UP** the Competitors.

1. Record first & last name, and school,...clearly!
2. Inform competitors that they will compete in the SAME SEQUENCE in which they are signed-up,... for practice AND official attempts. Line up athletes, as that will reduce confusion (& quicken the day)
3. As competitors are signed up, start running the two (2) allowable practice attempts.
4. Clarifications & exceptions:
 - a. Competitor does NOT have to personally sign-in for event; coach or teammate may arrange it.
 - b. Field event participants may NOT be added or changed after FIRST competitor begins event "official" tries.
 - c. Ask whether anyone has a conflicting event: are they competing in another field event that is being run at this same time? If so, explain procedure that allows the athlete to perform any or all official attempts out-of-sequence.
 - Exception: (High Jump crossbar will NOT be lowered for a late-arriving competitor).
 - No athlete is allowed to compete in an event AFTER all other competitors have finished, unless he or she is physically present as the last other competitor finishes.
 - d. To assist in running each event more timely, a volunteer working at each event should begin the sign-up process for the next scheduled group of competitors once the group currently competing has begun their 3rd or final round of jumps/throws.

C. **SECOND Call.** (e.g., "5th Grade Girls, Long Jump, Second Call".)

Make this announcement half-way through sign-ups.

D. **FINAL Call.**

Make this announcement half-way through practice attempts, so that all coaches and athletes at the event site are aware of the event status.

- E. Event sign-ups are **CLOSED**.
Announce this when all practice attempts completed, so that all coaches and athletes at the event site are aware of the event status.

II. OFFICIAL COMPETITION.

- A. Competing sequence, per the sign-up & scoring form.
- B. Announce name of next competitor:(e.g., "Jones is jumping, with Smith on deck".)
- C. Participant is allowed three (3) official attempts. (2 Attempts in COED Relays)
- D. ANNOUNCE scored distance or height, for each try.
 - Scorekeeper to REPEAT (LOUDLY) the score, as it is reported by the measuring official.
- E. Field Event Marshal will be assigned, to resolve disputes & to ensure event is officiated properly.

III. CLOSE the EVENT

- A. Once last competitor has completed all 3 attempts, announce that event has closed. Competitors with event conflicts will NOT get any more tries, unless present when last other competitor is finishing.
- B. Scoring judge moves to area where he or she can tally the results without interference.
 - 1. RE-CHECK the results; get it right the first time!

IV. ANNOUNCE the RESULTS.

Clearly announce the results and distribute the award ribbons, BEFORE beginning the next group's competition.

V. TURN-IN SCORE SHEETS.

Sign score sheet, verify scores legibility, and turn-in score sheets after EACH competing group. This allows Meet Director to tally TEAM points and to announce team standings in timely fashion.

VI. TRAINING of Event Officials.

The SPL strongly encourages each school to train their designated meet-workers BEFORE the day of the meet. Additionally, the SPL prohibits schools from using volunteer workers who have not graduated from the 8th grade.