

MANAGEMENT OF THE STRAIGHT TRACK – WEEK A PROGRAM V5
[WITHOUT USE OF THE ‘START LINE PROCESS’]

The Program on the **Straight Track in Week A** includes 50 and 100m Races, plus a single 70m Race for the Tiny Tots. Please note the **Tiny Tots have priority**.


The Age Groups scheduled to do these events are identified in the Program. The **Roles** we are filling to manage the races are as follows:

Starter	- Starts Races [see: Race-Starters-Brief.pdf]
Recorder	- Runs the computer at the Finish Line.
Finish Line Marshalls	- Organise runners at the Finish Line
Start Line Marshall	- Organise groups arriving at the Start Line(s)

This team should assemble at the Track by **5:50pm** for introductions and to confirm who is doing what role. Ideally, the starter’s gun should fire for the first race at **6pm**.

The Duties of each role are set out below:

Recorder (Finish Line):

- Ensure the Race computer is in “Sprint” mode, with **8 Lanes** active, and the Start Line Process is disabled. [Untick ‘Enable Startline process’ in the Settings  under the Web tab]. Check the “**initial ignore period**” (on the General Tab) is set to something short eg. **5s**.
- If there is a false start, click “Re-run”.
- Record bib numbers in **lane order** upon completion of each race.

Start Line Marshal:

- As groups arrive at the track, keep a record of their **order of arrival** and based on this create a “batting” order for which group will run next. Make sure the Age Mgrs know you are doing this so they are comfortable they are in the queue and will run (in general) based on their arrival order. There will be a **clip board** (at the Recorder’s table) for you to use to note down the **order** in which each group arrives.
- Try to minimise moving from one Start Line to another and back again – judgement may be needed.
- **Cross off the groups that have run**, so you know who is yet to arrive.

Starter:

- Work with the **Start Line Marshall & Age Manager(s)** to place the next set of kids on the Start Line. Please note the following in placing runners on the track:
 - o *Ideally* - we want to use all 8 Lanes for every race. It’s OK to mix Age Groups.
 - o Fill lanes starting from **Lane 1** (inside lane) and place **Visitors / Trialists** in the outer lanes only. **No gaps** between runners please and no visitors between STGLAC runners. [This is to minimise the chance of recording errors at the Finish Line.]
- Start Races with: **On you marks.....Set.....Bang!**
- Be sure to allow sufficient **time prior to saying “Set”** for athletes to position themselves, particularly if using starting blocks.

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Marshals (Finish Line) – must be at least 2 helpers:

- This role is critically important. Your job is to ensure the athletes, upon finishing a race, **remain in the order of their lanes**. For the youngest children, it is wise to require them, as soon as they finish their race, to sit down in their lane and not move.
- The runners must then be escorted to the recorder’s table slowly, and strictly in **lane order** (single file): Lane 1, then 2, 3 and so on.
- It may help the recorder if one of you **clearly calls out** the Bib numbers of the kids.

Note: This document and other information about supervising all our Little Athletics Events will be found on the [Parent Helper Resources](#) page of the website.

END.