



TERMS & CONDITIONS

ES Marks Equipment

1. Application for hire of Athletics NSW equipment must be received in writing 28 days prior to the date required. Also note that Athletics NSW may not provide equipment if less than 14 days written notice is given. Please note that the hire of the ES Marks ground should be organised directly with the Centennial Park Trust Ph (02) 9339 6699.
2. Equipment hire charge is payable at the time of booking. **Please note there is a minimum charge of \$200 (plus GST) for ES Marks equipment.**
3. You are responsible for the movement of equipment from the storage shed and return. The ANSW equipment officer is responsible only for the issue of equipment and checking the condition of equipment on return.
4. Please note that staff of the Centennial Park Trust do not have access to the ANSW equipment rooms.

Indemnity

We agree to indemnify Athletics New South Wales with regard to any liability occasioned by or through the use of the Association's equipment. In particular, we agree to indemnify the Association with regard to:

1. Breakage or damage to Athletics NSW equipment.
2. Loss of Athletics NSW equipment, through theft or otherwise.
3. Damage to property or person occasioned through the use of Athletics NSW equipment at ES Marks Field.

Athletics NSW Officials

1. The school has a duty of care to ensure the safety of Athletics NSW officials during the athletics carnival. If at any stage an Athletics NSW official deems to be in an unsafe or potentially unsafe environment they are to discontinue officiating and notify the applicable school contact person. The Athletics NSW official may resume officiating once the safety concern has been resolved.
2. The school must ensure the appropriate resources are provided for the safe conduct of the athletics carnival. For every field event at which an Athletics NSW official is appointed, the official must be supported by the following:
 - 3A) at least one other qualified official, school teacher or adult volunteer **and**
 - 3B) at least one other qualified official, school teacher, adult volunteer or student assistant.
4. Officials appointed to school carnivals by Athletics NSW have signed a Volunteer/Student Working with Children Declaration form as a condition of registration with Athletics NSW.
5. All officials appointed by Athletics NSW are covered by insurance held by Athletics Australia.
6. All officials appointed through Athletics NSW adhere to the Athletics NSW Officials' Code of Conduct.
7. Athletics NSW officials should be wearing their Athletics NSW officials shirt.
8. Athletics NSW will pay appointed officials; schools are not to pay officials directly.
9. ANSW will provide technical officials to work with the school to conduct the event. The school organisation is responsible for supervising and managing students.
10. If an appointed official becomes unavailable, Athletics NSW will endeavor to find a replacement, however on occasion this may not be possible.
11. For carnivals held at Sydney Olympic Park, schools should provide each official with a parking and entry pass.
12. Schools are to provide Athletics NSW officials sufficient breaks though out the carnival however schools are not obliged to provide Athletics NSW officials' lunch.
13. Schools are to supply their own starting caps if requesting a Starter. If caps cannot be supplied by the school, a \$10 charge will be included on the invoice to cover the cost.

Other

Equipment, technology hire and technical officials are subject to availability and operators available.

It is very important that you provide a clear indication on when the first event is to commence as this will impact on the officials' arrival time.

Application for the use of Athletics NSW officials must be received in writing 28 days prior to the date required. Athletics NSW may not provide officials if less than 28 days written notice is given. There may be a \$170 late fee involved if we do not receive your request at least 28 days prior to the carnival date. If a carnival is cancelled a cancellation fee of \$220 may apply. If the carnival is cancelled on the scheduled day an additional fee of \$20 per official may be charged.



SAFETY GUIDELINES

General

- Be aware of safety at all times and always ensure the safety of athletes, officials, and spectators.
- Allow only competitors, officials and other accredited personnel onto the Field of Play.
- Always have qualified medical personnel in attendance. Always look in both directions before crossing the track.
- Do not cross the grassed area at any time; instead, go around the track. If conditions are unsafe do not conduct or continue the event.
- Always take care when lifting objects, especially heavy ones.
- Warning signs should be in place when throwing events are in progress.
- Implements must be carried back – never thrown, even for a short distance – if available, a chute should be used to return shots.
- Always ensure that safety cages are used for hammer and discus throws.
- The appropriate hammer cage gate must be closed and locked in position during competition and when athletes are warming up.
- Warm ups for all Field Events must be supervised.
- ANSW recommends avoiding conducting two long throw events concurrently. However, if unavoidable, a Safety Officer must be in place if two long throws are occurring at the same time or if circular events are being conducted in conjunction with hammer throw events.
- Athletes should not be called to the discus/hammer circle when a track event is about to start near the cage. A brief delay is advisable in such instances and may also be advisable when groups of athletes pass on the track during circular events. Discretion needs to be used when conducting Javelin, High Jump, and Pole Vault events where the athletes' run ups intrude onto or across the track.
- Officials should ensure that a cone or similar device is placed on the runway for the Long Jump, Triple Jump, and Javelin events to close the runway until the next trial is called.
- Provide water as required by the competition rules (or by common sense) in running and walking events and provide shade and water for field events.
- Athletes are to be instructed to use adequate sun protection, such as SPF 30+, broad spectrum, water resistant sunscreen reapplied regularly and a hat when appropriate.

Supervision

Supervision will need to be provided considering:

- Age, experience and capability of the athletes;
- The combined experience or expertise of the officials; and
- The activities or events to be conducted. Equipment awaiting use must be supervised. Equipment not in use must be stored to prevent unauthorised use.

Equipment

Equipment must be appropriately sized, modified or weighted to match the ability and strength levels of the athletes.



SAFETY GUIDELINES

Injury

Any complaint of pain, tenderness, limitation of movement or disability should be promptly referred to a qualified sports medicine professional for management. Particular note should be taken of the areas of adolescent growth which are vulnerable in training and include the spine, knees and wrists.

IAAF rules recognise our right to request hands on examination to ascertain fitness to compete.

Jumping Events

- Landing and take-off areas must be maintained to avoid risk of injury to athletes.
- Equipment awaiting use must be supervised.
- Jumping events are not to be undertaken by athletes with a history of ankle or knee injuries.
- Sand pits must be raked and checked for foreign materials prior to the commencement of the activity.
- The outer edges of the pit should be level with the ground.

High Jump

For high jump activities, the following safety strategies must be employed:

- Ensure that where the landing area consists of several mats, they are held firmly together with straps or ties and the whole area is covered with a one-piece overlay;
- Ensure mats are carried by handles at the side and not carried aloft on backs, shoulders or head; Ensure run-up and take-off areas are level, dry and free from slippery material;
- Triangular bars must not be used at all. Circular fibreglass bars are recommended for competition;
- The high jump bar must be removed from the competition area when not in actual use for supervised pre-competition warm-ups and actual competition the high jump uprights must be sufficiently stable to avoid falling on to the mats during the course of a jump; and
- Inexperience athletes are advised to take off near the centre of the bar to avoid missing the landing mats.

Track

Athletes running relay changes through the finish need to be held at the change and directed off the track (to the outside) when the event is finished.

Acknowledgements:

NSW Department of Education

Athletics NSW Officials Advisory Panel

Laurence Keaton – IAAF TOECS Level II