



## **KINGSWAY LITTLE ATHLETICS CENTRE TRACK & FIELD RELAYS GUIDELINES POLICY**

### **1 Relays Sub Committee**

- a) This Committee will be undertaken by the Officer for Coaching & Development in consultation with Officer for Records & Ranking, Chairperson and Officer for Championships & Special Events, chaperone input to be considered in selection.
- b) The Committee will be responsible for the appointment of Coaches for all Girls & Boys Track relay squads in each age group from U8 to U16/17.

### **2 Appointment of Coaches**

- a) Coaches from the previous season will be approached first to ascertain if they intend continuing with coaching of that same team/ teams from the previous year.
- b) Coaches must confirm if they will be continuing no later than the second week of Centre competition. (Priority will be given to these coaches).
- c) If coaches do not intend continuing, then these team will be offered to interested parties, any inquiries regarding coaching relay teams are to be directed to the Relays Committee.
- d) After the appointment of coaches under the provision of paragraph 1 (b) a call for expressions of interest for vacant teams will be called for over the PA system at normal Saturday morning competition. In addition the Relays Committee will approach prospective people to undertake the role of coaches for these teams.

### **3 Team Selection for Track Relay Teams**

- a) At the commencement of the season the Officer for Records & Ranking will compile a dossier file for each age group boys & girls. This file will contain a squad list of the top 8 or 10 ranked athletes' names & times from which the coach/coaches will be able to select their teams. The file will also contain parents' details such as phone numbers & email addresses if available.
- b) Events for each age group:  
Track:

U8 to U10	4 X 100m & 4 X 200m
U11 to U16/17	4 X 100m & 4 X 400m
U16/17	4 x 100m mixed
- c) Athletes will only be selected on the current season's times. NO athlete will be considered on last season's times and must have competed in at least 3 competitions this season.

- d) The coach/coaches are responsible for the selection of their teams. Once the team is selected, any changes of that team must go through the Officer for Coaching & Development and the Relays Committee and must show good reason for said changes unless it is because of an athlete being injured or withdrawing from the team. Coach/coaches ***please note you are required to select your team as early as possible*** so that the Officer for Championship & Special Events has reasonable time to select athletes for State Relay Field Teams. This is very important.
- e) Coach/coaches may change their team as long as 3 (d) is followed up until two weeks prior to the relays. After that period, coaches must consult the Officer for Coaching & Development and Relays Committee of any changes. The Relays Committee will decide if the change affects any athlete already selected in the team before making any changes unless it is because of an injury or withdrawal of an athlete.
- f) New athletes joining the Centre must complete at least three full Saturday competition before they become eligible to be selected. This rule also applies to athletes who join the Centre after the first three weeks of normal competition. Coaches must seek permission from the Officer for Coaching & Development and Relays Committee before including said athletes in their relay squad/squads. Any changes to this rule must be discussed between the Relays Committee and Kingsway Executive before any permission will be given.
- g) Athletes who rank well in both track & field events will have the option to compete in either the Track or Field teams, but may only compete in one team.
- h) No Athlete will automatically be selected into any team track or field if he/she has not recorded a time or distance which ranks them well.
- i) The final day that any relays coach can make any changes to their team will be (2) weeks prior to the State relays as long as the changes comply with Rules 3d/3f/3g apart from athlete injuries or withdrawals.
- j) Any queries, disputes or questions by coaches, parents or other interested parties regarding team selections for track or field teams are to be directed to the Relays Committee.
- k) The decision of the Relays Committee will be final or so directed by the Kingsway Centre Executive, who reserves the right to override any decision made by the Relays Committee in respect to disputes relating to team selection.
- l) Changes to a relay team as a result of an injury to an athlete or late withdrawal in the final week or any time up till the day of the State Relay Championships, may be automatic. Consultation with the Relays Committee is not required.
- m) Field athletes to be selected 2 weeks prior to event, later results are not to be taken into account, chaperone input to be considered in selections, notifications in writing to each athlete and Club Presidents.

#### **4 Relay Training**

- a) Coaches must sign out all Kingsway equipment supplied and on return sign the equipment back in.
- b) When coaches receive their files it is the coaches' responsibility to arrange training times and days to suit both coach and athletes.
- c) Coaches to remember that athletes do have other commitments and may not be able to attend some nights so the coach should look to find the easiest solution to suit all parties. It is also the responsibility of the coach to let both parents and athletes know of any changes that might occur.
- d) All relay training to be done at Kingsway Complex. Training can be done on a Monday & Wednesday night but please remember on these 2 nights Landsdale LAC also trains. Coaches can also train on Tuesday or Thursday but the same applies as

the Kingsway Seniors also train on those two nights. Coaches must talk to both these Clubs so that we don't get in each other's way. Sunday mornings and Friday's from 4.30pm to 6.30pm are also available.

- e) It is the responsibility of the parents of athletes to make sure they attend training sessions at the time and days required by the coach. If an athlete cannot attend a training session it will be the parent's responsibility to contact the coach.
- f) If an athlete continually fails to attend or arrives late on the stated days and times for training, whether it be their fault or not, then at the discretion of the coach and after consultation with the Relays Committee, the athlete may be excluded from the team.
- g) Coaches please take note: Please check the LAWA Rules of Competition regarding the wearing of Spikes during Relay competition.
- h) In accordance with Western Australia Little Athletics (LAWA) guidelines, athletes selected in the track relay teams cannot be selected for field relay teams.

## **5 Track Relay Team Composition**

- a) A track relay squad may consist of a minimum of four (4) athletes to a maximum of ten (10), the final number will be affected by the availability of athletes in an age group, the times recorded by each athlete competing in an age group and the selection strategy of the coach.

The relay team for each event may consist of four (4) or five (5) athletes, i.e. four competitors and one (1) reserve. Coaches are encouraged to select a reserve for each event.

- b) A coach may use all five (5) athletes in heats and finals at their own discretion. All athletes including the reserves will receive a medal if the team is successful.
- c) The format of each team will be at the discretion of the coach.

## **6 Field Relay Team Composition**

- a) Selection of athletes for Field Relays will be done by the Officer for Championships & Special Events. These athletes will be contacted upon selection of athletes for each team.
- b) Any disputes about athletes selected will be dealt with by the Relays Committee & Officer for Championships & Special Events.
- c) A field relay team may consist of a minimum of two (2) athletes to a maximum of four (4) athletes; the final number will be affected by the availability of athletes in an age group and the distances recorded by each athlete competing in an age group.
- d) If four (4) athletes are selected, each athlete will compete in one (1) event.
- e) If three (3) are selected, one (1) athlete will compete in two (2) events while the remaining two (2) athletes will compete in one (1) event.
- f) If two (2) athletes are selected, each will compete in two (2) events.
- g) Athletes will only be selected on this season's field event results.

## **7 Footwear**

- a) Shoes are compulsory in all events at the WA State Relay
- b) In accordance with LAWA guidelines spikes may be used from U/11 upwards in certain events. Check the LAWA Rules of Competition for use of spikes in Relay events either Track or Field.
- c) Spikes for jump events are to be a maximum of 9mm.

## **8 LAWA Guidelines**

- a) A Centre may only enter one (1) Boys team and one (1) Girls team per age group. Athletes must compete in Kingsway uniform. Age tags and numbers are required.
- b) In accordance with LAWA guidelines, athletes selected in the field relay teams cannot be selected for track relay teams. The Kingsway RCC will be responsible for selecting the field teams and contacting the athletes and parents. Field relay teams are not required to train.
- c) Field athletes to be selected 2 weeks prior to event, later results are not to be taken into account, notifications in writing to each athlete and Club President, selections to be done by the Officer for Coaching & Development in consultation with Chairperson and Officer for Championships & Special Events.