BALDIVIS LITTLE ATHLETICS CENTRE INC.

Registration Number: A1025103V

CENTRE RECORDS POLICY AND PROCEDURES

14/06/2024

INTRODUCTION

The Baldivis Little Athletics Centre (Baldivis LAC) Executive Committee has established this policy and procedures to ensure the consistent verification of all new records. This approach seeks to equitably balance the interests of current and prospective record holders.

SCOPE OF PROCEDURE

These procedures apply to performances where an athlete equals or surpasses an existing record. They are exclusively applicable to official Baldivis LAC events, with the exception of Open Day and Inter-Centre competitions.

1. Verification Requirement

Each new record must be verified by two (2) Centre Verification Officials (Officials), either together or independently. The Officials must confirm with the Age Manager that, to the best of their knowledge, the athlete has complied with the rules of the event. No equipment shall be moved or altered until an Official has checked the potential record.

2. Conflict of Interest

An Official must not verify the record of an athlete to whom they are a parent, guardian, sibling, or otherwise related.

3. Footwear and Spikes

The Official shall confirm compliance with the following regulations regarding footwear and spikes:

- Athletes must wear footwear in accordance with Athletics West and/or Little Athletics Australia guidelines.
- Athletes in the U6-U10 age groups are prohibited from wearing spike shoes.
- Athletes in the U11-U12 age groups may wear spike shoes in events run entirely in lanes (i.e. 100m, 200m, 400m & Hurdles), Long Jump, Triple Jump, High Jump, and Javelin.
- Athletes in the U13-U19 age groups may wear spike shoes for all track events (excluding the Walk), Long Jump, Triple Jump, High Jump, and Javelin.
- Spike shoes must have a maximum needle spike length of 12mm for track events and jumps.
- Spikes must be put on at the site immediately before the start and removed promptly after the event, ensuring they are carried safely to minimize injury risks.
- Carelessness with spike shoes may result in penalties under the “Misconduct” rules.

4. Record Verification

Official's shall confirm the existing record by checking the event sheet. Each new record shall be verified by completing the form "BLAC310 - Record Verification Checklist". Once completed, this checklist shall be attached to the event sheet. The event sheet must be signed by both verifying Officials, including their names, the date, and the recorded performance. The Records and Rankings Officer shall enter the new record into the Centre's results database and confirm the update on the age group and event's event sheet. Additionally, the Records and Rankings Officer shall extract the records each season from the official list available from ResultsHQ for publication in the Centre's season booklet.

5. Measuring

Measuring spikes shall be used for all field distance events. If a measurement is not an exact centimeter, it shall be rounded down to the nearest centimeter.

When measuring a distance, the Officials shall ensure that the measuring tape starts at zero (0) at the spike. They shall eliminate any twists, straighten the tape, and count each meter as they move back towards the jumping or throwing line.

In measuring all field events, except the high jump, the zero (0) end of the tape should be placed at the nearest edge of the mark where the implement first lands or where the athlete makes a mark in the pit closest to the take-off.

In High Jump, all measurements shall be made in whole centimeters, perpendicular from the ground with a steel or fiberglass measuring bar to the lowest part of the upper (top) side of the bar.

6. Track Record Procedures

Officials shall confirm with the finish official that the timer is working correctly and that the gates were activated by the athlete concerned. For hurdle events, Officials shall verify that the hurdle height, number of hurdles, and their spacings are correct for the age group and gender. The spacing shall be checked against the coloured marks on the plinth.

7. Field Event Procedures

Officials shall confirm with age group volunteers that the event has been paused immediately when a record is to be determined and call for an Centre Verification Official.

High Jump
Officials shall verify the jump height by measuring the height of the top of the bar at its center. The two ends of the bar shall be measured to verify that the bar is level to the best of their knowledge.

It is preferred that the Officials verify the height before the jump is taken to avoid possible disappointment for the athlete.

Long and Triple Jump

When measuring pit jumps, the Officials shall verify that the spike is positioned at the mark that the athlete has made in the sand that is closest to the take-off board or mat. The Officials shall measure in a straight line to the front of the footmark if a mat was used (U6-U11). The Officials shall measure in a straight line from where the athlete's foot hits the take-off board to the pit-side edge of the take-off board.

Throws

The Officials shall verify that the correct weight discus, shot put, or javelin was used. The measuring tape shall be taken to the center of the discus or shot put ring or to the cross in the case of javelin. The throw shall be measured to the thrower's side of the white line for javelin and discus, and the thrower's side of the stop-board for shot put.

8. Extraordinary Circumstances

Claims for Centre records that were not verified in accordance with these procedures may be considered retrospectively.

The Executive Committee of Baldivis LAC will review all presented evidence and make a final decision on the validity of the record. The Executive Committee may seek advice or evidence from other Officials or members as they deem necessary.

Baldivis Little Athletics Centre Inc.

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FORM BLAC310

RECORD VERIFICATION CHECKLIST

Please complete all sections and attach to the event sheet.

ATHLETE:		**DATE:**	
AGE GROUP:		**GENDER:**	
EVENT:		**EXISTING RECORD:**	
OFFICIAL ONE		**OFFICIAL TWO**	
NAME:		**NAME:**	
Event rules complied with:	YES | NO	Event rules complied with:	YES | NO
Footwear used (spikes):		Footwear used (spikes):	
Tape '0' at spike, untwisted, straight?	YES | NO	Tape '0' at spike, untwisted, straight?	YES | NO
Hurdles: Height, spacing and flight checked?	YES | NO	Hurdles: Height, spacing and flight checked?	YES | NO
Timer Officials: Gates OK, activated by athlete?	YES | NO	Timer Officials: Gates OK, activated by athlete?	YES | NO
Weight Checked?	YES | NO	Weight Checked?	YES | NO
Comments:		**Comments:**	
SIGNATURE:		**SIGNATURE:**	
DATE:		**DATE:**	

VERSION HISTORY

VERSION	DATE	REVISED BY	COMMENTS
Original V1.0	14/06/2024	Jessica Muir	Endorsed at Committee Meeting