

**MIDLAND COUNTIES
ATHLETIC ASSOCIATION**



**TRACK & FIELD LEAGUE
CONSTITUTION
2017**



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MIDLAND COUNTIES TRACK FIELD LEAGUE
CONSTITUTION & COMPETITION RULES

1. NAME

The name of the League shall be "The Midland Counties Track & Field League" hereafter referred to as "The League". The name of a commercial sponsor may be added without need for a formal change.

2. OBJECTS

The objects of The League shall be: -

- a) To provide competition for Club teams of athletes, primarily in the form of a divisional league structure.
- b) To generally foster and encourage the development of Track & Field athletics throughout the Midland Counties and to work in conjunction with other similar organisations.

3. MEMBERSHIP

Membership of The League shall be confined to Open Clubs who are affiliated to England Athletics and which are either: -

- a) In the Area covered by the Midland Counties AA (MCAA)

OR

- b) In the Area covered by another Area Association and considered worthy of membership on grounds of location or other circumstances, subject to such clubs receiving no direct share of any financial benefits arising from membership.

The total size of membership shall be regulated by the League Management Committee, who will decide on applications for admission to the League and may require clubs which do not satisfactorily fulfil League obligations to withdraw.

- c) The bottom two clubs in the bottom division shall be required to reapply to join the League for the following season.

4. MANAGEMENT

Responsibility for the management of The League shall be vested in a Management Committee consisting of: -

- a) Chairperson, Finance Officer, Secretary. These Officers shall be proposed by the current League Management Committee from nominations made by Member Clubs and subsequently approved by the MCAA Management Committee and the Annual General Meeting of League Clubs
- b) Divisional Secretaries, appointed by the Clubs in each division, may also attend League Committee meetings but will not have a vote (AGM 2011).
- c) Such other Officers as may be deemed necessary, appointed at the AGM of League Clubs.
- d) The Management Committee may co-opt members to the Committee when necessary (AGM 2011).

5. MEETINGS

- a) An Annual General Meeting shall be held in the autumn of each year in order to consult Clubs and exchange views on appropriate matters and to facilitate the election of Divisional Secretaries and other Officers. Member Clubs shall receive 28 days notice of the Annual General Meeting. All nominations and proposals must be received in writing, duly proposed 28 days before the date of the Annual General Meeting. They must be seconded at the AGM. At the discretion of the Meeting nominations for officers may be made from the floor which will allow any last minute gaps to be filled at the AGM.

- b) A minimum of ten clubs must be represented at an Annual General Meeting or Extraordinary General Meeting.

- c) A defeated proposal may not be brought to the AGM for a further two years

- d) Extraordinary General Meetings may be held when considered necessary by the League Management Committee or when requisitioned by 10 member Clubs.

The League Management Committee will meet formally on not more than four occasions each year.

6. VOTING

- a) Each team represented at a General Meeting shall be entitled to ONE vote. Each delegate may represent one team only. Matters voted on shall be decided by a simple majority.

- b) All members of the elected League Management Committee shall have equal voting rights, but in the event that the majority of Elected Officers appointed under 4a (above) being opposed to a decision, which is considered significant enough to warrant it, they may refer the matter to the MCAA Management Committee for a decision prior to implementation.

7. FINANCE

a) All funds relating to the operation of the League shall be maintained within the accounts of the MCAA with appropriate records being maintained by the Association's Honorary Treasurer. Such funds will be identifiable within the Association's accounts and include provision for balances to be carried forward.

b) Clubs shall be required to pay an annual entry fee to the League, payable by the 31st March in the year of competition. **The amount (Raised to £450 AGM 2016)**, and any additional fee due for late payment (currently £25), will be determined by the League Management Committee in conjunction with the MCAA Management Committee.

c) It shall be within the aims of the League to obtain sponsorship, either on a regional basis for the whole League or on a local basis for individual matches, but any such local sponsors shall have the approval of the League's Management Committee and any residue funds shall be retained to meet the day to day running costs of the Association (AGM 2013).

8. DUTIES OF OFFICERS

a) Chairperson

The chairperson will chair all League General and Management Committee meetings, and will undertake other appropriate duties as required.

b) Secretary

The secretary will co-ordinate all arrangements for the running of the League, convene all meetings and prepare minutes, prepare a basic fixtures plan each year in consultation with other appropriate bodies, and maintain communications with all member clubs.

c) Divisional Secretaries

Divisional Secretaries will: -

- 1) Be responsible for checking the final results of each match and answering queries or passing the problems to the Secretary
- 2) Check Eligibility of Athletes.

9. RULES OF COMPETITION

All competition shall be held in accordance with U.K.A. rules.

Specific rules governing the Divisional League competition shall be determined at a General Meeting of League Clubs.

Abusive or unacceptable behaviour/responses from Club representatives towards Committee Members, Divisional Secretaries or Officials will not be tolerated and action will be taken as deemed necessary (AGM 2013).

COMPETITION RULES

1. MATCHES / EVENTS

The league will comprise of 4 matches, ideally with 2 on a Saturday & 2 on a Sunday.

1) That the composition of each division shall ideally consist of 6 teams with the exception of the bottom three divisions, where a higher number will be permitted to allow new clubs to join the league.

2) In any match where sufficient lanes are not available, separate races shall be held as 'time trials' and match points allocated accordingly. Competitors attaining equal times shall be accorded the same place for scoring purposes regardless of the finishing order of the trial.

Men 100m 200m 400m 800m 1500m 3000m/5000m 2000/3000 S/Chase Current Midland Men's league has these events alternating 110 Hurdles 400 Hurdles High Jump Long Jump Pole Vault Triple Jump Discus Hammer Shot Javelin 4x100 4x400 Non Scoring 100m

Women 100m 200m 400m 800m 1500m 3000m 100 Hurdles 400 Hurdles High Jump Long Jump Pole Vault Triple Jump Discus Hammer Shot Javelin 4x100 4x400 Non Scoring 100m, Non scoring 2k steeplechase (AGM 2011)

Guests

Men and Women – Guests will be allowed in all track events at the discretion of the track referee. Guests will be allowed in all field events at the discretion of the Field Referee(s) (for guidance 3 trials in throws and horizontal jumps where appropriate) (AGM 2013)

2. ORDER & TIME OF EVENTS

SEE DIVISIONAL BOOKLETS and MCAA website for details.

Variation in the timetabling of events may be allowed to suit local conditions and Health & Safety issues.

3. HOSTING OF MATCHES

All clubs shall host a fixture once every two years if required. Management Committee has the power to impose a penalty when Clubs will not host and, if necessary, recommend to AGM further action.

a) Host Clubs

Host Clubs shall be responsible for the provision of adequate officials to run the meeting. In the event of a meeting being hosted by more than one club, the responsibility for providing officials shall be divided equally. Host Clubs shall ensure all results are forwarded immediately after the match to the team managers, Divisional Secretaries, MCAA OFFICE, Athletics Weekly and the Power of 10 webmaster. The host club shall be responsible for the provision of at least:-

- . All Match Fees
- . Chief Starter
- . Marksman / Starter's Assistant
- . Chief Timekeeper
- . Track Referee
- . Field Referee
- . Match Recorders (Two per match)
- . Announcer
- . First Aid Cover
- . Officials refreshments
- . Preparing the Field Cards

b) Participating Clubs

All participating clubs, including the host club, shall provide AT LEAST the following officials (and where possible graded):-

- . One Track Judge
- . One Timekeeper
- . Four Field Judges (At least one field judge must be graded)
- . Each club should be allocated field event(s) in advance. It shall be the responsibility of the Field Referee, in co-ordination with the divisional secretary, to ensure that competent, graded officials shall be in charge

c) Clubs should provide the requisite number of officials as follows: -

- 1 Track Judge (to include Starter and/or Marksman)
- 1 Time Keeper
- 4 Field Judges (One of whom must be level 2 or above)

6 officials in total.

Clubs will gain 5 points per requisite qualified official level 1 or above to a maximum of 10 points (for track and timekeeping). To gain 5 points for a field team one of the officials must be level 2 or above with Health and Safety qualification. Maximum points 15 overall (AGM 2016). Each missing official will be deducted 5 points each to a maximum of 30 points (6 in total)

Each official must sign in.

Host clubs must write to those officials who have offered their services to ensure availability.

All visitors to the meeting must be made aware of the location of the First Aid facility before the meeting commences.

Host clubs must provide visiting clubs with travel directions 14 days in advance to the venue & a telephone number to make contact with the host club up to 30 minutes before the start of the meeting in case of transport difficulties, etc.

4. ELIGIBILITY OF ATHLETES

a) All competitors must be first claim members or registered for higher competition, and be eligible to compete for the club in Open Team competition on the day of the meeting. The League will accept applications for Higher Club Competition and other discipline applications, where athletes whose first claim club is not registered for track and field, following approval from the appropriate National Eligibility Committee UKA Rule 5 (5) (2015) only up to a maximum of 8 athletes with 4 to compete at any match (AGM 2013).

b) All athletes must be registered with the National Governing Body prior to competition or with the appropriate divisional secretary. **Up to a maximum of 10 additional athletes may be registered with the Divisional Secretary only on the day of the first match of the season and 4 thereafter (combination of male and female)** subject to their eligibility being subsequently confirmed. Both the Divisional Secretary and the Club must notify the MCAA office of any such additions within 7 days (AGM 2013).

c) Athletes cannot compete in a match until their Team Managers or persons nominated by those members of Club at the present time" (AGM 2012) has submitted a Team Declaration Form. Alterations must be made on the Declaration Alteration slip wherever possible before the event starts but no later than 30 minutes after the event finishes (AGM 2013).

d) There shall be no restriction on the use of athletes by clubs with teams in the National League structure. Clubs with more than one team in the Midland Track and Field League may not use the same athlete in more than one team in the same round of league competition.

THE USE OF INELIGIBLE ATHLETES MAY RESULT IN THE LOSS OF THE RESPECTIVE ATHLETES' POINTS AND 1 LEAGUE POINT UNLESS THE MANAGEMENT COMMITTEE ACCEPTS THAT MITIGATING CIRCUMSTANCES JUSTIFY A LESSER PENALTY.

INELIGIBLE ATHLETE defined as "Any athlete who has not been passed through the correct eligibility process and / or has not been registered by the club with the appropriate authority or with the divisional secretary on the day."

e) Composite teams accepted by the UKA process (AGM 2013) applying to join the League will be considered (after promotion/relegation has been decided) by the Management Team.

f) Only 1 list of athlete registered with EA will be sent out from the Midland office before the start of the season. These will need to be checked and any changes or additions returned to the Midland office 2 weeks before the first match (AGM 2016)

5. DECLARATIONS

Clubs should endeavour to send the host Club a declaration sheet in advance of the meeting by email or post and confirm the team by a paper copy on the morning of the meeting (AGM 2013)

6. PARTICULAR AGE GROUPS

a) An under 20 athlete may only compete in a maximum of 5 events (including guest and non-scoring events).

b) A senior athlete may compete in a maximum of 7 events.

c) An under 17 athlete can only compete in a max of 4 events, and if so one must be a relay (including guest and non-scoring events). They shall not be allowed to compete in the 3000m Steeplechase or the 5000m.

7. NUMBERS

The League will provide numbers for each club in the league. Each club will be allocated their numbers by the league.

Two numbers shall be worn by all athletes in all events, except the High Jump and Pole Vault, when one number may be worn on the front.

8. CLUB COLOURS

Club colours must be worn at all times.

9. TRIALS

In all field events (except High Jump and Pole Vault) all competitors shall be entitled to three trials. The first six placed competitors having achieved a valid distance/height shall be entitled to a further three trials, if they have attained the required standard as listed below. Where less than 3 competitors achieve the standard the first 3 in the competition will get a further 3 attempts.

MIDLAND LEAGUE STANDARDS

MEN

Division	DT	HT	JT	SP	LJ	TJ
1	36m	40m	47m	11.60m	6.20m	12.50m
2	33m	36m	43m	11.20m	6.00m	12.00m
3	28m	28m	38m	10.00m	5.75m	11.50m
4	28m	28m	36m	10.00m	5.60m	11.30m
5	28m	28m	36m	10.00m	5.60m	11.30m
6	25m	28m	36m	9.50m	5.60m	11.30m

WOMEN

Division	DT	HT	JT	SP	LJ	TJ
1	30m	38m	32m	9.80m	5.00m	10.20m
2	25m	30m	25m	8.60m	4.65m	9.30m
3	25m	28m	25m	8.40m	4.65m	9.30m
4	25m	25m	25m	8.20m	4.65m	9.30m
5	23m	25m	25m	8.20m	4.65m	9.30m
6	22m	25m	25m	8.20m	4.25m	8.75m

10. LANE/FIELD DRAW. The draw for all track and field events shall be pre-drawn. In field events all A string compete followed by the B string in each trial. A different draw shall be made for each match.

11. HIGH JUMP, POLE VAULT and TRIPLE JUMP

a) The Women's high jump will start at 1.25m and progress in 5cms up to 1.40m. The Men's High Jump shall start at 1.40m and progress in 5cms up to 1.70m

Subsequent heights shall be at the discretion of the Field Referee.

b) The Women's Pole Vault will start at 1.70m and progress in 10cms up to 2.10m. The Men's Pole Vault will start at 2.10m.

Subsequent heights shall be at the discretion of the Field Referee.

c) If the stadium equipment is not capable of going to these heights, the opening height shall be the lowest that the equipment can reach, including drop bars.

d) In an event of a tie for first place, **NO JUMP OFF SHALL TAKE PLACE** and the points for those competitors tying for first place shall be divided equally between those competitors.

e) The Women's Triple Jump will use a minimum of a 7m board and the Men's Triple Jump will use a minimum of a 9m board.

12. SCORING

a) Each club shall be entitled to an "A" and "B" string competitor in all events except the relays, when each club will be entitled to one team only.

b) Separate "A" and "B" races shall be held for each event other than events of 1500m or more.

Where separate 'A' and 'B' races are held the better athlete must be declared as the 'A' athlete.

In shorter races where there are sufficient lanes for all the athletes the 'A' & 'B' should also compete together. Whenever the 'A' & 'B' athletes compete together the highest placed competitor will be considered the 'A' competitor.

c) When the 'A' competitor is disqualified after the meeting the 'B' competitor becomes the 'A' and is scored in the 'A' event in relation to their performance.

In the races over 800m the highest placed competitor will be considered the "A" runner.

If a club has only one competitor in any event that competitor shall compete in the "A" event.

In all field events "A" and "B" competitors will compete together.

d) Where two otherwise correctly declared athletes compete (ie, pursuant to Rule 4), but do so under the wrong number, ie, the "A" athlete wears the "B" number and vice versa, that in itself shall not be grounds for their disqualification and the organising club or the divisional secretary shall have the authority to make the necessary amendments to the team declaration and results as though the two athletes had competed wearing the correct numbers. NB: For the avoidance of doubt, disqualification shall still apply where separate "A" and "B" races are held pursuant to 12b) and application of this rule 12d) would have the effect of the better athlete becoming the "B" and the slower athlete becoming the "A". (AGM 2014)

e) If an event is cancelled on the day of the competition once declaration forms are in then the points will be shared between the declared athletes.

Scoring in a 6 Club Match A String = 9 / 7 / 6 / 5 / 4 / 3 B String = 7 / 5 / 4 / 3 / 2 / 1

Scoring in a 7 Club Match A String = 10 / 8 / 7 / 6 / 5 / 4 / 3 B String = 8 / 6 / 5 / 4 / 3 / 2 / 1

Scoring in an 8 Club Match A String = 11 / 9 / 8 / 7 / 6 / 5 / 4 / 3 B String = 9 / 7 / 6 / 5 / 4 / 3 / 2 / 1

If a match is abandoned after 24 events (both A & B strings) have been completed, the result stands. In such cases throws & jumps shall be regarded as complete if three rounds have been completed. If less than 24 events have been completed, the match will be declared null and void.

13. PROMOTION / RELEGATION

The winner of each division will be presented with a trophy at the conclusion of the final match. The winner and the second team in each Division shall be promoted to replace the bottom two teams in the Division above.

League Points will be awarded as follows:- 6 / 5 / 4 / 3 / 2 / 1 or 7 / 6 / 5 / 4 / 3 / 2 / 1 or 8 / 7 / 6 / 5 / 4 / 3 / 2 / 1

At the end of the season match positions will be determined by the total number of League Points and, if equal, by the total number of match points. If a tie remains, the number of A string winners will determine the positions, then B string winners, then 2nd places etc.

In the event of a Club resigning from this League to concentrate on the BAL and UKWAL and then, at a later date being relegated from one of them, the Club may return to this League in the division from whence they left. Where necessary, more than 2 teams may be relegated from each division to accommodate teams returning from the National Leagues.

14. FAILURE TO ATTEND MATCHES

If a club is unable to attend a match the divisional secretary and the host club must be informed at least 5 days beforehand.

The failure of a club to attend two or more matches may result in the expulsion of such club from the League for the ensuing season.

15. RESULTS

a) The host club is responsible for the provision of two recorders for each match. It is desirable that the recorders be experienced in the recording and collating of results.

b) The original declaration sheets and recording sheets, along with the track slips and field cards, must be given to the Divisional Secretary immediately after the match, or by the first post following a meeting,

c) A copy of the results sheets must be forwarded to the League Secretary as soon as possible after the meeting. Every attempt should be made to provide visiting clubs with a copy of the results on the day or, in every case within 5 days of the meeting.

d) The Divisional Secretaries shall be empowered to alter an event or a match score if a mistake or infringement of the rules is discovered.

e) The Host Club is responsible for ensuring that the results are forwarded to the official press contact.

16. TEAM MANAGERS

Team Managers are allowed in the competition area for the sole purpose of carrying out their duties as Team Manager. Before speaking to an athlete competing in any event, he/she must obtain the permission of the appropriate official in charge before doing so.

When within the competition area they MUST NOT coach, convey advice or in any way give assistance to athletes.

Team managers should be aware that the rule regarding the wearing of numbers will be strictly applied.

17 APPEALS

Appeals must be sent to the League Secretary within 14 days (AGM 2013) of the competition and must be accompanied by a £10.00 fee, which shall be refunded if the Management Committee considers the appeal reasonable. The Management Committee shall consider such appeals within 28 days. (AGM 2013)

18. LANE DRAWS

Division 1

Event	Match 1	Match 2	Match 3	Match 4
100m	2-3-4-5-6-1	4-5-6-1-2-3	3-4-5-6-1-2	6-1-2-3-4-5
200m	3-4-5-6-1-2	5-6-1-2-3-4	4-5-6-1-2-3	1-2-3-4-5-6
400m	5-6-1-2-3-4	2-3-4-5-6-1	4-5-6-1-2-3	3-4-5-6-1-2
800m	4-5-6-1-2-3	6-1-2-3-4-5	1-2-3-4-5-6	5-6-1-2-3-4
1500m	1-2-3-4-5-6	3-4-5-6-1-2	5-6-1-2-3-4	2-3-4-5-6-1
3000/5000m	6-1-2-3-4-5	2-3-4-5-6-1	4-5-6-1-2-3	1-2-3-4-5-6
2K / 3K S/C	2-3-4-5-6-1	5-6-1-2-3-4	3-4-5-6-1-2	4-5-6-1-2-3
100 / 110m H	3-4-5-6-1-2	6-1-2-3-4-5	1-2-3-4-5-6	5-6-1-2-3-4
400m H	1-2-3-4-5-6	4-5-6-1-2-3	6-1-2-3-4-5	3-4-5-6-1-2
4 x 100m	5-6-1-2-3-4	3-4-5-6-1-2	4-5-6-1-2-3	2-3-4-5-6-1
4 x 400m	4-5-6-1-2-3	1-2-3-4-5-6	2-3-4-5-6-1	6-1-2-3-4-5
Javelin	1-2-3-4-5-6	3-4-5-6-1-2	6-1-2-3-4-5	2-3-4-5-6-1
Hammer	2-3-4-5-6-1	5-6-1-2-3-4	3-4-5-6-1-2	1-2-3-4-5-6
High Jump	3-4-5-6-1-2	1-2-3-4-5-6	5-6-1-2-3-4	4-5-6-1-2-3
Pole Vault	4-5-6-1-2-3	6-1-2-3-4-5	2-3-4-5-6-1	3-4-5-6-1-2
Long Jump	6-1-2-3-4-5	3-4-5-6-1-2	1-2-3-4-5-6	5-6-1-2-3-4
Triple Jump	2-3-4-5-6-1	4-5-6-1-2-3	5-6-1-2-3-4	6-1-2-3-4-5
Shot	5-6-1-2-3-4	2-3-4-5-6-1	4-5-6-1-2-3	1-2-3-4-5-6
Discus	3-4-5-6-1-2	1-2-3-4-5-6	2-3-4-5-6-1	4-5-6-1-2-3

Draw for Non Scoring events to be made by Marksman

DIVISION 2

Event	Match 1	Match 2	Match 3	Match 4
100m	2-3-4-5-6-1	5-6-1-2-3-4	3-4-5-6-1-2	4-5-6-1-2-3
200m	3-4-5-6-1-2	6-1-2-3-4-5	1-2-3-4-5-6	5-6-1-2-3-4
400m	1-2-3-4-5-6	4-5-6-1-2-3	6-1-2-3-4-5	3-4-5-6-1-2
800m	5-6-1-2-3-4	3-4-5-6-1-2	4-5-6-1-2-3	2-3-4-5-6-1
1500m	4-5-6-1-2-3	1-2-3-4-5-6	2-3-4-5-6-1	6-1-2-3-4-5
3000/5000m	2-3-4-5-6-1	4-5-6-1-2-3	3-4-5-6-1-2	6-1-2-3-4-5
2K / 3K S/C	3-4-5-6-1-2	5-6-1-2-3-4	4-5-6-1-2-3	1-2-3-4-5-6
100 / 110m H	5-6-1-2-3-4	2-3-4-5-6-1	4-5-6-1-2-3	3-4-5-6-1-2
400m H	4-5-6-1-2-3	6-1-2-3-4-5	1-2-3-4-5-6	5-6-1-2-3-4
4 x 100m	1-2-3-4-5-6	3-4-5-6-1-2	5-6-1-2-3-4	2-3-4-5-6-1
4 x 400m	6-1-2-3-4-5	2-3-4-5-6-1	4-5-6-1-2-3	1-2-3-4-5-6
Javelin	6-1-2-3-4-5	3-4-5-6-1-2	1-2-3-4-5-6	5-6-1-2-3-4
Hammer	2-3-4-5-6-1	4-5-6-1-2-3	5-6-1-2-3-4	6-1-2-3-4-5
High Jump	5-6-1-2-3-4	2-3-4-5-6-1	4-5-6-1-2-3	1-2-3-4-5-6
Pole Vault	3-4-5-6-1-2	1-2-3-4-5-6	2-3-4-5-6-1	4-5-6-1-2-3
Long Jump	3-6-5-2-4-1	2-3-1-5-6-4	5-4-2-3-1-5	2-5-1-3-4-6
Triple Jump	2-1-6-3-5-4	4-2-3-1-5-6	5-2-4-6-1-3	1-4-6-5-2-3
Shot	5-1-6-4-3-2	6-4-2-3-1-5	2-5-4-6-3-1	3-6-2-1-5-4
Discus	1-6-5-2-4-3	2-3-1-5-6-4	4-2-6-1-3-5	6-5-3-4-1-2

Draw for Non Scoring events to be made by Marksman

DIVISION 3

Event	Match 1	Match 2	Match 3	Match 4
100m	5-6-1-2-3-4	1-2-3-4-5-6	5-3-4-2-1-6	3-4-5-6-1-2
200m	3-4-5-6-1-2	6-1-2-3-4-5	1-3-6-5-2-4	1-2-3-4-5-6
400m	2-3-4-5-6-1	4-5-6-1-2-3	6-4-5-3-2-1	5-6-1-2-3-4
800m	6-1-2-3-4-5	2-3-4-5-6-1	5-6-4-2-3-1	4-5-6-1-2-3
1500m	6-1-2-3-4-5	3-4-5-6-1-2	2-6-1-3-5-4	2-3-4-5-6-1
3000/5000m	1-2-3-4-5-6	4-5-6-1-2-3	4-5-6-3-2-1	3-4-5-6-1-2
2K / 3K S/C	3-4-5-6-1-2	4-5-6-1-2-3	6-5-2-4-1-3	5-6-1-2-3-4
100 / 110m H	5-6-1-2-3-4	1-2-3-4-5-6	4-5-6-3-1-2	4-5-6-1-2-3
400m H	2-3-4-5-6-1	5-6-1-2-3-4	1-6-2-5-3-4	1-2-3-4-5-6
4 x 100m	1-2-3-4-5-6	4-5-6-1-2-3	2-3-5-2-6-1	6-1-2-3-4-5
4 x 400m	4-5-6-1-2-3	3-4-5-6-1-2	3-2-1-6-5-4	2-3-4-5-6-1
Javelin	4-5-6-1-2-3	1-2-3-4-5-6	6-1-2-3-4-5	2-3-4-5-6-1
Hammer	2-3-4-5-6-1	5-6-1-2-3-4	1-2-3-4-5-6	5-6-1-2-3-4
High Jump	1-2-3-4-5-6	4-5-6-1-2-3	4-5-6-1-2-3	3-4-5-6-1-2
Pole Vault	2-3-1-5-6-4	2-3-4-5-6-1	2-5-1-3-4-6	3-6-5-2-4-1
Long Jump	4-2-3-1-5-6	5-4-2-3-1-5	1-4-6-5-2-3	2-1-6-3-5-4
Triple Jump	6-4-2-3-1-5	5-2-4-6-1-3	3-6-2-1-5-4	5-1-6-4-3-2
Shot	2-3-1-5-6-4	2-5-4-6-3-1	6-5-3-4-1-2	1-6-5-2-4-3
Discus	3-4-5-6-1-2	4-2-6-1-3-5	5-6-1-2-3-4	6-1-2-3-4-5

Draw for Non Scoring events to be made by Marksman

DIVISION 4 7 Teams

Event	Match 1	Match 2	Match 3	Match 4
100m	7-1-2-3-4-5-6	1-2-3-4-5-6-7	4-5-6-7-1-2-3	6-7-1-2-3-4-5
200m	5-6-7-1-2-3-4	6-7-1-2-3-4-5	2-3-4-5-6-7-1	4-5-6-7-1-2-3
400m	2-3-4-5-6-7-1	4-5-6-7-1-2-3	3-4-5-6-7-1-2	1-2-3-4-5-6-7
800m	4-5-6-7-1-2-3	3-4-5-6-7-1-2	5-6-7-1-2-3-4	2-3-4-5-6-7-1
1500m	3-4-5-6-7-1-2	7-1-2-3-4-5-6	1-2-3-4-5-6-7	2-3-4-5-6-7-1
3000/5000m	1-2-3-4-5-6-7	5-6-7-1-2-3-4	6-7-1-2-3-4-5	7-1-2-3-4-5-6
2K / 3K S/C	6-7-1-2-3-4-5	4-5-6-7-1-2-3	1-2-3-4-5-6-7	5-6-7-1-2-3-4
100 / 110m H	7-1-2-3-4-5-6	3-4-5-6-7-1-2	5-6-7-1-2-3-4	4-5-6-7-1-2-3
400m H	5-6-7-1-2-3-4	2-3-4-5-6-7-1	3-4-5-6-7-1-2	1-2-3-4-5-6-7
4 x 100m	2-3-4-5-6-7-1	6-7-1-2-3-4-5	4-5-6-7-1-2-3	3-4-5-6-7-1-2
4 x 400m	3-4-5-6-7-1-2	2-3-4-5-6-7-1	7-1-2-3-4-5-6	5-6-7-1-2-3-4
Javelin	1-2-3-4-5-6-7	4-5-6-7-1-2-3	5-6-7-1-2-3-4	7-1-2-3-4-5-6
Hammer	7-1-2-3-4-5-6	5-6-7-1-2-3-4	3-4-5-6-7-1-2	4-5-6-7-1-2-3
High Jump	3-4-5-6-7-1-2	6-7-1-2-3-4-5	2-3-4-5-6-7-1	5-6-7-1-2-3-4
Pole Vault	6-7-1-2-3-4-5	1-2-3-4-5-6-7	7-1-2-3-4-5-6	3-4-5-6-7-1-2
Long Jump	2-3-4-5-6-7-1	7-1-2-3-4-5-6	3-4-5-6-7-1-2	6-7-1-2-3-4-5
Triple Jump	1-2-3-4-5-6-7	3-4-5-6-7-1-2	4-5-6-7-1-2-3	2-3-4-5-6-7-1
Shot	4-5-6-7-1-2-3	2-3-4-5-6-7-1	1-2-3-4-5-6-7	5-6-7-1-2-3-4
Discus	5-6-7-1-2-3-4	2-3-4-5-6-7-1	6-7-1-2-3-4-5	1-2-3-4-5-6-7

Draw for Non Scoring events to be made by Marksman

DIVISION 5 7 Teams

Event	Match 1	Match 2	Match 3	Match 4
100m	4-5-6-7-1-2-3	6-7-1-2-3-4-5	7-1-2-3-4-5-6	1-2-3-4-5-6-7
200m	2-3-4-5-6-7-1	4-5-6-7-1-2-3	5-6-7-1-2-3-4	6-7-1-2-3-4-5
400m	3-4-5-6-7-1-2	1-2-3-4-5-6-7	2-3-4-5-6-7-1	4-5-6-7-1-2-3
800m	5-6-7-1-2-3-4	2-3-4-5-6-7-1	4-5-6-7-1-2-3	3-4-5-6-7-1-2
1500m	1-2-3-4-5-6-7	2-3-4-5-6-7-1	3-4-5-6-7-1-2	7-1-2-3-4-5-6
3000/5000m	6-7-1-2-3-4-5	7-1-2-3-4-5-6	1-2-3-4-5-6-7	5-6-7-1-2-3-4
2K / 3K S/C	1-2-3-4-5-6-7	5-6-7-1-2-3-4	6-7-1-2-3-4-5	4-5-6-7-1-2-3
100 / 110m H	5-6-7-1-2-3-4	4-5-6-7-1-2-3	7-1-2-3-4-5-6	3-4-5-6-7-1-2
400m H	3-4-5-6-7-1-2	1-2-3-4-5-6-7	5-6-7-1-2-3-4	2-3-4-5-6-7-1
4 x 100m	4-5-6-7-1-2-3	3-4-5-6-7-1-2	2-3-4-5-6-7-1	6-7-1-2-3-4-5
4 x 400m	7-1-2-3-4-5-6	5-6-7-1-2-3-4	3-4-5-6-7-1-2	2-3-4-5-6-7-1
Javelin	5-6-7-1-2-3-4	7-1-2-3-4-5-6	1-2-3-4-5-6-7	4-5-6-7-1-2-3
Hammer	3-4-5-6-7-1-2	4-5-6-7-1-2-3	7-1-2-3-4-5-6	5-6-7-1-2-3-4
High Jump	2-3-4-5-6-7-1	5-6-7-1-2-3-4	3-4-5-6-7-1-2	6-7-1-2-3-4-5
Pole Vault	7-1-2-3-4-5-6	3-4-5-6-7-1-2	6-7-1-2-3-4-5	1-2-3-4-5-6-7
Long Jump	3-4-5-6-7-1-2	6-7-1-2-3-4-5	2-3-4-5-6-7-1	7-1-2-3-4-5-6
Triple Jump	4-5-6-7-1-2-3	2-3-4-5-6-7-1	1-2-3-4-5-6-7	3-4-5-6-7-1-2
Shot	1-2-3-4-5-6-7	5-6-7-1-2-3-4	4-5-6-7-1-2-3	2-3-4-5-6-7-1
Discus	6-7-1-2-3-4-5	1-2-3-4-5-6-7	5-6-7-1-2-3-4	2-3-4-5-6-7-1

Draw for Non Scoring events to be made by Marksman

DIVISION 6

8 Teams

Event	Match 1	Match 2	Match 3	Match 4
100m	3-4-5-6-7-8-1-2	8-1-2-3-4-5-6-7	5-6-7-8-1-2-3-4	7-8-1-2-3-4-5-6
200m	5-6-7-8-1-2-3-4	7-8-1-2-3-4-5-6	3-4-5-6-7-8-1-2	1-2-3-4-5-6-7-8
400m	4-5-6-7-8-1-2-3	6-7-8-1-2-3-4-5	8-1-2-3-4-5-6-7	2-3-4-5-6-7-8-1
800m	1-2-3-4-5-6-7-8	4-5-6-7-8-1-2-3	6-7-8-1-2-3-4-5	8-1-2-3-4-5-6-7
1500m	3-4-5-6-7-8-1-2	8-1-2-3-4-5-6-7	1-2-3-4-5-6-7-8	5-6-7-8-1-2-3-4
3000/5000m	6-7-8-1-2-3-4-5	3-4-5-6-7-8-1-2	2-3-4-5-6-7-8-1	7-8-1-2-3-4-5-6
2K / 3K S/C	8-1-2-3-4-5-6-7	6-7-8-1-2-3-4-5	4-5-6-7-8-1-2-3	2-3-4-5-6-7-8-1
100 / 110m H	1-2-3-4-5-6-7-8	5-6-7-8-1-2-3-4	3-4-5-6-7-8-1-2	6-7-8-1-2-3-4-5
400m H	7-8-1-2-3-4-5-6	2-3-4-5-6-7-8-1	1-2-3-4-5-6-7-8	8-1-2-3-4-5-6-7
4 x 100m	6-7-8-1-2-3-4-5	4-5-6-7-8-1-2-3	7-8-1-2-3-4-5-6	3-4-5-6-7-8-1-2
4 x 400m	2-3-4-5-6-7-8-1	1-2-3-4-5-6-7-8	6-7-8-1-2-3-4-5	4-5-6-7-8-1-2-3
Javelin	3-4-5-6-7-8-1-2	4-5-6-7-8-1-2-3	5-6-7-8-1-2-3-4	6-7-8-1-2-3-4-5
Hammer	7-8-1-2-3-4-5-6	8-1-2-3-4-5-6-7	1-2-3-4-5-6-7-8	2-3-4-5-6-7-8-1
High Jump	1-2-3-4-5-6-7-8	2-3-4-5-6-7-8-1	3-4-5-6-7-8-1-2	4-5-6-7-8-1-2-3
Pole Vault	4-5-6-7-8-1-2-3	5-6-7-8-1-2-3-4	6-7-8-1-2-3-4-5	7-8-1-2-3-4-5-6
Long Jump	8-1-2-3-4-5-6-7	1-2-3-4-5-6-7-8	2-3-4-5-6-7-8-1	3-4-5-6-7-8-1-2
Triple Jump	6-7-8-1-2-3-4-5	7-8-1-2-3-4-5-6	8-1-2-3-4-5-6-7	1-2-3-4-5-6-7-8
Shot	5-6-7-8-1-2-3-4	6-7-8-1-2-3-4-5	7-8-1-2-3-4-5-6	8-1-2-3-4-5-6-7
Discus	2-3-4-5-6-7-8-1	3-4-5-6-7-8-1-2	4-5-6-7-8-1-2-3	5-6-7-8-1-2-3-4

Draw for Non Scoring events to be made by Marksman



STRUCTURE

Guide to Organising a League Meeting

Action to be taken when asked to promote – October – December.

- Check the availability of track and whether it has a current and valid certificate – note the final date of current certification. (AGM 2013)
- Confirm track booking in writing– keep copy of correspondence copy to League Secretary
- Appoint your chief officials for the meeting (Starter, Marksman, Field Referee, Track Referee & Chief Timekeeper)
- If you are having difficulty in finding suitable officials contact your County Officials' Secretary.

Action to be taken – January – February.

- Recruit helpers from all areas of the Club, qualified officials, committee members, coaches, parents and maybe senior athletes. All help should be gratefully accepted.
- Jobs should include:
 - Result recorders (a minimum of two) or Computer Operators for the results program.
 - Announcer
 - Someone to welcome officials and check everyone in
 - Confirm your track booking is intact – you may need to complete a form.
 - Give the stadium manager or ground staff a copy of the programme or timetable.
 - If there are any problems at this stage contact the Div Sec and/or League Administrator.
 - Contact your local First Aid groups and ask if they are able to provide First Aid cover.
 - Confirm any arrangements in writing.
 - If unable to provide such cover, then find out if some other group such as paramedics can help or maybe a nurse or doctor who is a member of your Club.

Final preparations – about three weeks before the meeting.

- Send a letter to all competing Clubs detailing:
 - a. Travel Directions
 - b. Advise on any changes to the Field Event timetable due to local conditions.
 - c. Name and contact number of the match organiser & the stadium telephone number.

Last minute preparations.

- Contact your helpers and replace where necessary.
- Assign all duties and make sure that everyone is aware of the reporting time.
- Check the following are ready and available:
 - a. Rules and Constitution
 - b. Scoring sheets (or computer programme and computer)
 - c. Track pads and Field cards
 - d. Officials' signing-in sheets and Signing-in sheet for camera users

On the Day.

- If your role is to be Meeting Organiser then keep yourself free to deal with issues that may arise and ensure that every duty is being carried out
- Check that all declaration sheets are handed in as soon as possible before the first event.
- Together with the Chief Officials check the Officials' signing-in sheets.
- If possible, have a full copy of the results for teams to take away.
- Ensure the divisional secretary takes away all the paperwork.

Final duties.

- a) Advise AW/Pof10 of results on match day – do not delay as final checking of the results will be done later by the Divisional Secretary (AGM 2013)
- b) Send a copy to MCAA office within 2 days of the meeting:
- b) Send a copy of the results to the secretary. If the results have been computerised these can be emailed to the secretary. Send a copy of the complete results to all competing Clubs if they were not available on the day.



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