SANDRINGHAM LITTLE ATHLETICS CENTRE

FOUNDED 1966

CONSTITUTION – APPENDIX 1

(INTRODUCED – SEPTEMBER 2014)

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Unofficial

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2. CODE OF CONDUCT

2.1 Administrators' Code of Conduct

- Involve children in the planning, leadership, evaluation and decision-making related to the activity.
- Ensure that equal opportunities for participation in sports are made available to all children, regardless of ability, size, shape, sex, disability or ethnic origin.
- Ensure that equipment and facilities are safe and appropriate to the ability level of participating children.
- Ensure that rules, equipment, events and training schedules take inconsideration the age, ability and maturity level of participating children.
- Ensure that adequate supervision is provided by qualified and competent coaches and officials capable of developing appropriate positive behaviour and skill technique.
- Remember that children participate for enjoyment and play down the importance of rewards.
- Avoid allowing programmes to become primarily spectator entertainment. Focus on the needs of the participants rather than the enjoyment of the spectators.
- Provide clinics aimed at improving the standards of coaching and officiating, with an emphasis on appropriate behaviour and skill technique.
- Ensure that parents, coaches, sponsors, administrators, officials, physicians and participants understand their responsibilities regarding fair play.
- Make available the Code of Conduct to spectators, officials, parents, coaches, athletes and the media.
- Hold a current Working with Children Check.
- Avoid use of bad language.
- Alcohol will not be available for sale or allowed to be consumed during junior competition, including at additional and special competitions.
- Alcohol will not be served in the presence of juniors at junior club functions and presentations.
- Alcohol brands and products will not be advertised by the junior club and will not be placed on junior apparel.
- Alcohol will not be used as fundraising prizes by the junior club.
- All junior events will be promoted as smoke-free, regardless of where they are held.
- No-smoking signage and/or signage promoting the event as smoke-free will be displayed around the club (if possible).
- Water will be promoted as the drink of choice.
- Healthy food and drink options will be available and more prominently displayed than unhealthy options in the canteen and at club events (i.e. club BBQ's).
- Healthy food and drink options, including fundraising items, rewards and prizes, will be promoted to club members and visitors.
- At least one person, who regularly volunteers in the canteen or supervisors/manages the canteen, will have undertaken food safety online training.

2.2 Officials' Code of Conduct

- Compliment all participants on their efforts.
- Be consistent, objective and courteous in calling all infractions.
- Condemn unsporting behaviour and promote respect for all opponents.
- Ensure that the "spirit of the game" for children is not lost by using common sense and not over-emphasising errors.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and

ability of the participants.
- Ensure that your behaviour is consistent with the principles of good sporting behaviour. Actions speak louder than words.
- Make a personal commitment to keep yourself informed of sound officiating principles and the principles of growth and development of children.
- Hold a current Working with Children Check as required by LAVic.
- Avoid use of bad language.

2.3 Parents' Code of Conduct

- Encourage children to participate if they are interested. However, if a child is not willing, do not force him or her.
- Focus upon the child's efforts rather than the overall outcome of the event. This assists the children in setting realistic goals related to his/her own ability by reducing the emphasis on winning.
- Teach children that an honest effort is as important as victory, so that the result of each event is accepted without undue disappointment.
- Encourage children to always participate according to the rules.
- Never ridicule or yell at a child for making a mistake or losing an event.
- Remember children are involved in Little Athletics for their enjoyment, not yours.
- If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official's judgement and honesty in public. Remember, most officials give their time and effort for your child's involvement.
- Support all efforts to remove all verbal and physical abuse at Little Athletics activities.
- Recognise the value and importance of being a volunteer official and/or coach. They give their time and resources to provide recreational activities for the children and deserve your support.
- Demonstrate appropriate social behaviour, by not harassing athletes, parents, coaches or officials.
- Avoid use of bad language.
- Alcohol will not be consumed during junior competition, including at additional and special competitions.
- All junior events will be promoted as smoke-free, regardless of where they are held.
- All animals, with the exception of assistance animals, are to be on leash or otherwise restrained during the running of all SLAC meets.
- All animals, with the exception of assistance animals, are not allowed on the track or the in- field during the running of all SLAC meets.
- Do not approach young coaches about team selection. Team selection is the role of the relay sub-committee. Please address all questions to this committee.

2.4 Spectators' Code of Conduct

- Remember that children participate in Little Athletics activities for fun. They are not participating for the entertainment of spectators, nor are they miniature professionals.
- Applaud good performances and efforts from each athlete.
- Congratulate all participants upon their performance regardless of the event outcome.
- Respect the officials' decisions. If there is a disagreement, follow the appropriate procedure in order to question the decision and teach the children to do likewise.
- Never ridicule or scold a child for making a mistake during a competition. Positive comments are motivational.
- Condemn the use of violence in any form, be it by spectators, coaches, officials or athletes.

- Show respect for each participant. Without them there would be no events.
- Encourage athletes to follow the rules and the officials' decisions.
- Demonstrate appropriate social behaviour by not harassing athletes, parents, coaches or officials, smoking on the arena or being intoxicated.
- Avoid use of bad language.
- Alcohol will not be consumed during junior competition, including at additional and special competitions.
- All junior events will be promoted as smoke-free, regardless of where they are held.
- All animals, with the exception of assistance animals, are to be on leash or otherwise restrained during the running of all SLAC meets.
- All animals, with the exception of assistance animals, are not allowed on the track or the in- field during the running of all SLAC meets.

2.5 Coaches' & Age Group Manager's Code of Conduct

- Be reasonable in your demands on a young athlete's time, energy and enthusiasm.
- Teach athletes the rules of the sport are mutual agreements, which no one should evade or break.
- Whenever possible, group athletes to give a reasonable chance of success.
- Avoid over-coaching the better performing athletes, the "just average" athletes need and deserve equal time.
- Ensure any physical contact with athletes is appropriate to the situation and necessary for the athlete's skills development.
- Avoid situations with your athletes that could be construed as compromising.
- Remember that children participate for fun and enjoyment and that winning is only part of their enjoyment. Never ridicule or yell at the children for making mistakes or losing an event.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the athletes.
- Take into consideration the maturity level of the children when scheduling and determining the length of training times and competition.
- Coaches should never solicit, whether overtly or covertly, or by actively recruiting athletes who are already being coached to join their squad.
- Develop respect for the ability of opponents as well as for the judgement of officials and coaches.
- Follow the advice of a physician when determining when an injured athlete is ready to recommence training or competition.
- Make a personal commitment to keep yourself informed of sound coaching principles and the principles of growth and development of children.
- Demonstrate appropriate social behaviour, by not harassing athletes, other coaches or officials, smoking on the arena or being intoxicated.
- Not publicly criticise or disagree with the work of other coaches.
- Hold a current Working with Children Check for all coaches and AGMs over the age of 18, and this document must be valid for the entirety of the current summer season. Where a coach has applied for a WWCC, and is awaiting approval the receipt number must be provided before engaging in coaching.
- Teachers currently registered with Victorian Institute of Teaching are required to complete a teacher notification form that will be provided to SLAC to ensure they have been given a positive notice. In the case where a Teacher receives a negative notice, they will no longer be exempt from the WWCC and will be required to apply for a WWCC
- Coaches must have the required Coaching accreditation approved by Little Athletics Victoria.

- Avoid use of bad language.
- All junior events will be promoted as smoke-free, regardless of where they are held.

2.6 Little Athletes' Code of Conduct

- Play by the rules.
- Never argue with an official. If you disagree, ask your Team or Age Manager to deal with the matter.
- Control your temper. Verbal abuse of officials, coaches, parents or other athletes, deliberately distracting or provoking an opponent is not acceptable or permitted in our sport.
- Work equally hard for yourself and/or your Centre/Club. Your Centre/Club's performance will benefit.
- Be a good sport. Applaud all good results whether they are by your Centre/Club, opponent or the other Centre/Club.
- Treat all athletes, as you would like to be treated. Do not interfere with, bully or take unfair advantage of another athlete.
- Co-operate with officials, coaches, club mates and other participants.
- Without them there would be no competition.
- Participate in Little Athletics for the "fun of it" and not just to please parents and coaches.
- Avoid use of bad language.

3. CENTRE AWARDS

3.1 Centre Champion

Points accrue evenly over each nominated week of Regular Centre Competition. These dates are confirmed by the SLAC Committee and published on our Season Program. Athletes must be SLAC Registered and Paid member by COB on the Wednesday prior to accumulate points. Trial athletes will not be eligible for points. Each event scores points according to the overall placing in that Age Group and Gender. Points can only be earned in the specific events in the program for that age group and gender allocated to that event day. Athletes in each of the U7—U12 Age Groups will be awarded a Trophy & Certificate for 1st, 2nd & 3rd. Athletes in U13 – U17 will be grouped together (for each gender) for the purpose of the Awards, Trophies and 1st, 2nd and 3rd placings. To be eligible for a Centre Champion award, the relevant athlete must have attended at least 50% of Regular Centre Competition days (representation at Regional or State event days will count towards the eligibility).

3.2 Season Improver

Age Group – Highest number of PB's over the whole season, Top 3 # centre champion winners excluded. Eligible athletes in each of U7 - U12 Age Groups will be recognized by the Centre, receiving either a trophy, certificate, or medal. Athletes in U13 – U17 will be grouped together (for each gender) for the purpose of the Season Improver Awards.

3.3 Dedication Award

Any athlete who attends every Regular Centre Competition, includes any athlete competing at a State event for our centre on a Regular Centre Competition day will be awarded a Certificate.

3.4 U6 "On Track" Participation

All athletes in U6 who participate in the program both before and after Christmas will be recognized by the Centre, receiving a medal for participation.

3.5 U17 Graduation

The centre may award U17 athletes a certificate as part of their graduation from Little Atheltics.

3.6 Event Champion

The best performance in an individual event for the Age Group recorded at the Centre Championships.

3.7 Season Best Performance

The best performance in an individual event for the Age Group recorded at any SLAC Competition, SMR Track and Field Championships, LAVic State Track and Field Championships and LAVic State Multi-Event Championships.

3.8 Most Passionate Athlete

To be awarded to the most passionate boy and girl in each age group (on recommendation from the

relevant Age Group Manager in consultation with the Club President). Recipients will receive either a trophy, certificate or medal.

3.9 Season Sportsmanship Award

To be awarded to a member (or members) who in the opinion of the Club President (in consultation with the Aged Group Managers and Committee) have demonstrated exceptional sportsmanship during the season. Recipients will receive either a trophy, certificate or medal.

3.10 New Centre Records

Any athlete who achieves a verified centre record U8-U16. The carry-forward Centre Records will be published on the Club's website. New Centre Records will only be acknowledged from performances recorded at the Centre in accordance with the appropriate Centre Competition Rules, Regional or State Championship days held by LAVic and athletes competing at the LAVic and Australian Little Athletics Championships.

All track events will, in the normal course of events, be recorded by SLAC electronic timing equipment. If such data indicates the creation of a New Centre Record, the Chief Official Timekeeping will validate that all is in order, and the new record will be acknowledged. Manual timing may only be used as a back-up in the 800m and 1500m events. Manual timing variation for 60m, 80m, 90m, 100m and 200m hurdles, 70m, 100m and 200m is 0.24 seconds, for 300m hurdles and 400m is 0.14 seconds and all other events there is no difference. All existing track records made prior to the 1999/2000 season will assumed to be hand timed. If an athlete runs a time which creates a new record, which is within the standardised thresholds as advised by LAVic, that record shall be awarded. Until such time that the hand timed record is broken that record will remain in the handbook as a hand.

For field events, at SLAC, the Age Group Coordinator in charge of recording will request validation of the new mark by Competition Coordinator, President or Vice President who will sign off the recording as a New Club record. In the case of High Jump; when record attempts are being made by an athlete, the Competition Coordinator, President or Vice President shall check the measurements both before and after the completion of the trial by the athlete. For SLAC records broken at the acknowledged Championship events, performances will be taken from the publicised results by the relevant governing body.

Athletes achieving a Centre Record will be awarded with a Certificate.

4. CONDUCT OF REGULAR CENTRE COMPETITION

4.1 Rules of Regarding Athlete Participation

All athletes must register in the age group and gender per the LAVic guidelines. Proof of "date of birth" for new members is required. Athletes must compete in their age group and gender as defined and scheduled in the program for each event. Events may be combined for reasons such as low numbers, if scheduled at a similar time and agreed to by all athletes.

Any variation to this is at the discretion of the Centre President and may be in consultation with the Competition Coordinator or nominated Event Coordinator. Once a decision has been made this is final and no further discussion will be held and will not create precedence for future events.

Any request for variation to Event Rules made by a family on behalf of an athlete should be submitted in writing to the Centre President at sandringham@lavic.com.au in a reasonable time frame and they will receive a response in a reasonable time frame.

4.2 Rules for Junior Coach Selection & Remuneration

SLAC encourages its loyal little athlete members to continue their involvement beyond their competition years via its coaching program. On any given competition Saturday, SLAC requires a number of coaches to support its program. It is common practice for SLAC to accept and remunerate, at its discretion, student coaches to return to assist on the following guidelines:

- Coaches must have completed their U16 season in the prior season.
- SLAC recognizes there is a shortage of coaches from the start of the season till end November due to school athletics commitments (e.g. APS, GSV, All-Schools, etc). As such, and only for this period, other sources for coaching assistance may be sought. Such sources may come from younger age groups on the following guidelines:
    - I. Applicable only for session one of SLAC's regular program, and only to assist in the U6, U7 and U8 age groups.
    - II. II. Coaches who assist under this category have no claim to be entitled to coach at any other period or session
- SLAC may support certain coaches to undergo LAVic coaching courses by paying for training courses. By agreement on each individual case, the full fee is claimable from SLAC after coaching for 7 meets is completed subsequent to each course, or as deemed appropriate by the SLAC committee.
- Selection and remuneration levels for all coaching assistance is at the sole discretion of SLAC.

4.3 Event Rules – Track Events

No track events will be graded (based upon best performances) except for Centre Championships. Athletes will be randomly chosen from the cohort to run in a heat by the coach for that event.

4.4 Event Rules – Field Events

Field events during Regular Centre Competition will be conducted with shot put, discus and javelin event competitors having 3 consecutive throws.
Long Jump and Triple Jump will be conducted with competitors having 1 jump until all athletes have

completed a round. All competitors will have 3 rounds.

4.5 Points Accumulation

Points accumulate throughout the season for all Regular Centre Competitions. Each event scores points according to the overall placing in that U7-U12 Age Group or the combined U13-U17 group.

Any athletes who have the same points at the end of season will be deemed equal in placing. In this case the next recipient will move down a place (e.g. if two athletes are equal 2nd, then the next person would be in 4th place).

4.6 Individual Points Scoring System

Each child will earn points towards the Centre Championship Award across the whole season. Points accrue over each week of Regular Centre Competition event days that don't conflict with Regional or State event days during the season.

Place Points

1st 14

2nd 12

3rd 11

4th 10

5th 9

6th 8

7th 7

8th 6

9th 5

10th 4

11+ 2

No Result 0

5. CONDUCT OF CENTRE CHAMPIONSHIP AND COMBINED EVENT COMPETITIONS

5.1 Event Rules – Centre Championships

The SLAC Championship Competitions will be held over one or two days of Saturday Competition at the discretion of the Committee.

Each event will be conducted as per LAVic Competition Rules. Athletes must have competed in at least four (4) of the weekly Centre competition meetings since their date of registration or two (2) for athletes registering in January/February, prior to the close of entries.

The number of events that an athlete can compete in is determined by the SLAC committee during planning of the event and is broadcast to all centre families. Athletes must register for their events through the SLAC Competitions online portal.

All athletes must only compete in their own age group. SLAC reserves the right to combine age groups into one event if the number of participants in a particular event is low, or it is determined beneficial to expedite the progress of the program. Final decisions on combining Age Groups will be made by the Centre President in consultation with the Competition Coordinator.

When competing in any field event the following rules apply:

- Any competitor will only have one throw or one jump until all competitors have completed a round. Athletes are not allowed to do three in succession.
- Any competitor who walks outside of the front of the shot put or discus ring will not have their results recorded.
- Any competitor who walks back through a pit will be called for a foul as per Region and State competition rules. If an athlete falls back, the jump will be recorded from the closest mark in the sand to the take-off area.
- Competitors will be allowed 3 jumps or throws only and will not be permitted to have any more under any circumstances even if they have no result registered.

When competing in a track event the following rules apply:

- Where there are more than 8 competitors in an event, timed finals will be run.
- Heat selection will be based upon the event grading sheets and lane draw will be random conducted via the Results HQ lane drawing system.
- Once lane draws have been allocated for an event, lanes cannot not be swapped between athletes.

Any disputes will have an outcome determined by the President of the Centre and may be in consultation with the Competition Coordinator. Once a decision has been made this is final and no further discussion will be held.

Medals will be presented to the first 3 placegetters and ribbons for the next 5.

5.2 Event Rules – Combined Event Competition

The SLAC Combined Event Championship will be held over one day of Saturday Competition.

All Girls Age Groups will participate in the events of 100m, sprints, Long Jump, Shot Put (or Discus) and 800m.

All Boys Age Groups will participate in the events of 100m, sprints or 90m hurdles (depending up

athletes Age Group), Long Jump, Discus (or Shot Put) and 800m.

Each event will be conducted as per LAVic Competition Rules.

Points scoring will be calculated using the Points Scoring system for Multi Events used by LAVic and processed through Result HQ.

Athletes must register for the Multi Event Competition through the SLAC Competitions online portal. All athletes must only compete in their own age group. SLAC reserves the right to combine Age Groups if the number of participants in an Age Group is low, or it is determined beneficial to expedite the progress of the program.

Final decisions on combining Age Groups will be made by the Centre President in consultation with the Competition Coordinator.

When competing in any field event the following rules apply:

- Any competitor will only have one throw or one jump until all competitors have completed a round. Athletes are not allowed do three in succession.
- Any competitor who walks outside of the front of the ring will not have their results recorded.
- Any competitor who walks back through a pit will be called for a foul as per Region and State competition rules. If an athlete falls back, the jump will be recorded from the closest mark in the sand to the take-off area.
- Competitors will be allowed 3 jumps or throws only and will not be permitted to have any more under any circumstances even if they have no result registered.
- Heat selection for track events during Multi Event Championship should be based randomly as it is done at the LAVIC State Championship. The 800m is graded based on accumulated points prior to that event.
- Any disputes will have an outcome determined by the Centre President and may be in consultation with the Competition Coordinator. Once a decision has been made this is final and no further discussion will be held.
- Medals will be presented to the first 3 placegetters and ribbons for the next 5.

6. RELAY POLICY – REGION & STATE EVENTS

6.1 Aim

To provide all U9-U17athletes the opportunity to represent SLAC in a team-based track competition and to enjoy their involvement and achieve competitive results.

6.2 Competitions

There are typically three relay competitions each season comprising Mentone Relay Day, the Regional Relay Championship and the State Relay Championship.

6.3 Eligibility

All U9-U17 SLAC registered athletes are eligible to compete. There is no requirement to have competed a minimum number of competitions at SLAC Centre. However, priority for team selection will be given to athletes who compete on a weekly basis when times are similar in a particular event. It is an LAVic requirement that an athlete can only qualify for the State Relay championship by qualifying in the Regional Relay Championship in the event(s) they competed in and, with the exception of injury, the SLAC relay sub-committee will not change teams from Regions to State Championships.

6.4 Relay Events

The relay events are determined by Little Athletics Victoria and SLAC will provide these to athletes for their consideration.

6.5 Relay Race and Team Rules

Relay competitions are conducted under the rules as set out by Little Athletics Victoria (LAVic), details of which are contained in LAVic Competition Rules located on the LAVic website. Parents should help the athlete to understand LAVic rules including clothing and shoes (Centre Unform Guidelines on LAVic website). Protests must be made by the Team Manager, the race and the regulations about the call room.

6.6 Relay Teams

Athletes can compete in up to a maximum of four teams only (LAVic Rule 603). Athletes can be selected to compete in single sex teams, or mixed sex teams. The mixed sex teams are made up of 2 girls and 2 boys from the same age group. Rules covering athlete substitutions, A, B, C, etc. teams and running above age groups are covered under the LAVic Rule 612.

6.7 Parent Duties and Responsibilities

If athletes enter relay events their parents/guardians will be required to fulfil a duty to assist with the conduct of the relay competition. A Duty Roster will be distributed to parents/guardians once relay teams and entries are finalised.

Parents are expected to encourage their child to participate in any team to which they have been selected. Parent interference with coaches regarding training or team recommendations will not be tolerated by the SLAC Relay Sub Committee and may result in the withdrawal of their child.

If a parent or an athlete has an issue regarding the Coaching of their child's Age Group or the process of team recommendations, they must send an email to the Events Coordinator at sandringham @lavic.com.au and a response will be made within 48 hours of receiving the email. The response may be made in consultation with the President and/or Coaching Coordinator. Please do raise issues with our young coaches.

6.8 Training

Relay training will be held at the Sandringham Athletics Track usually once a week after school in the weeks immediately prior to the relay competitions. Training dates and times will be advised by the SLAC Event Coordinator, but typically this training will be on a Wednesday evening. Athletes should be available for training if you agree to compete in a relay teams, as these are team-based events. If an athlete is unable to attend, the responsible guardian must notify the athlete's Age Group Relay Coach. If an athlete would like to compete but cannot attend training, they can still be involved but will not be prioritised for an A team.

6.9 Relay Entry Process

Athletes who would like to run in relays must be a registered member of SLAC to compete in relay competitions. Additionally, a relay Registration must be completed online by the date advised by the SLAC Event Coordinator. Fees help cover the costs of entering the events.

The SLAC Relay Sub Committee then calculates and pays for the number of teams SLAC can submit, based on registrations received. Constructing SLAC relay teams is a complicated and time-consuming task. If an athlete decides to withdraw, after team estimates have been submitted, this could result in the withdrawal of a whole team and disappointment for other athletes. There are no refunds for individual or teams that are withdrawn.

6.10 Age Group Relay Coaches

The SLAC Event Coordinator will appoint Age Group Relay Coaches for each age group. Coaches will be required to attend a Relay Coaching session prior to the first athlete training evening. Age Group Coaches will be issued with guidelines to assist with their coaching and team recommendation's role.

Relay coaches who are 18 years old or older must obtain a valid Working With Children Card (WWCC) before engaging in any child related relay coaching. This document must be valid for the entirety of the current athletic season. Where a coach has applied for a WWCC, and is awaiting approval the receipt number must be provided, to engage in child related relay coaching. An individual will not be named as a relay coach without a valid WWCC or receipt number

6.11 Relay Team Selection Criteria

The Age Group Relay Coaches will make relay team recommendations (depending on the age of the coach, they may work in consultation with the SLAC Relay Sub Committee) and submit them to the SLAC Relay Sub Committee for approval. The SLAC Relay Sub Committee will then ratify all teams and make any changes they feel necessary before the final teams are published and entered in competitions.

Selection of relay teams is a challenging task. The criteria to select athletes in teams and the order they run includes:

- The number of SLAC athletes who register for relays by age group and gender;
- The times recorded by athletes at SLAC Regular Centre Competition days in the current season.
- Times run and ultimate placing when athletes are competing in the same race will take priority in the relevant distances of 100m, 200m, and 400m;
- In the majority of cases, the fastest four athletes will comprise the A team, the next four fastest the B team and so on.
- It should be noted that an athlete running just once and recording a fast time is NOT in the spirit of SLAC relay team participation, hence priority may be given to athletes who attend competition on a regular basis, and who attend relay training regularly where the times are similar;
- SLAC prioritise gender over mixed sexed relays teams: That is SLAC Relay Sub Committee will not be taking the fastest two boys and fastest two girls in each age group to form a mixed team as its first priority.
- An athlete's participation in relay training and practice competitions;
- Maximum of 4 events per athlete; (It should be noted however, that it is a very long day for the children and in the vast majority of cases three events is plenty)
- The timing of the relay programme.
- The athlete being available to run in the event at both State and Regional Championships
- Ensuring, where possible, that each athlete that wants to compete in the relays is selected in at least one team;
- The Age Group Relay Coaches recommendations;
- The competitive chance of the relay team making the State-level competition, as determined by the SLAC Relay Sub Committee;
- Any team selected for Regional competition that proceeds to the State competition will be unchanged, except in the case of injury, illness or pre-planned unavailability (and agreed to by the SLAC Relay Sub Committee). Individual results post-Regional competition will not have a bearing on the composition of a team that proceeds to the State competition; and
- Any other selection criteria as determined by the SLAC Relay Sub Committee from time to time.

All athletes will be ranked on their times recorded on SLAC Regular Centre Competition days at the SLAC Track for 100m, 200m and 400m, up to 1 week prior (please refer to the SLAC relay flyer with cut off times for relay qualification) prior to the Regional Relay Championships, as the main basis to help select teams. Times or performances in other competitions will not be considered as they are not comparable given different track, weather/wind conditions and recording equipment etc.

Please note, the fastest runner in a team doesn't necessarily run last, but rather second in the 4 x 100m and 4 x 200m. However, running order will be set by the coach and SLAC Relay Sub Committee.

These times will be reviewed weekly and are used when Age Group Relay Coaches make their relay team recommendations and the SLAC Relay Sub Committee makes final selections. Please note, the SLAC Relay Sub Committee has the right to change the scheduled SLAC Regular Centre Competition program for a particular week at any stage during the season and especially if the Age Group Relay Coaches require further times to help finalise team recommendations. Selection in any practice relay team or competition does not mean that the same team combination/order will be selected for the Regional Relay Championship.

Given the integration of SLAC U13-17 athletes into Sandringham Athletics Club (SAC) via Athletics Victoria (AV), the coaches of these age groups and the SLAC Relay Sub Committee understand that

these athletes will not always compete at Sandringham on Saturdays. Hence times obtained for the 100m, 200m and 400m at formally organized athletics meets where the results are publicly available will count as valid times used for team selection at SLAC (e.g. AV, SSV, APS, AGS finals), up to 4 weeks prior to the Regional Relay Championships. All affected athletes are still expected to attend scheduled relay training and meets that are entered by their respective SLAC relay teams.

7. TRACK & FIELD POLICY – REGION AND STATE EVENTS

7.1 Aim

To provide all U9-U16 athletes the opportunity to represent SLAC in individual events against competitors from other Little Athletics Centres and to enjoy their involvement whilst achieving their best.

7.2 Competitions

There are two competitions which are the Region and State Track and Field Events.

7.3 Eligibility

All U9-U16 SLAC registered athletes are eligible to compete. There is normally a requirement to have competed a minimum number of competitions at SLAC Centre as defined by LA Vic. This currently stands at four (4) competition days.

7.4 Parent Duties and Responsibilities

If athletes enter events at a Region or State Track and Field, the parents/guardians will be required to fulfil a duty to assist with the conduct of the competition. A Duty Roster will be distributed to parents/guardians at least five days prior to competition. If your child will not be attending, you will need to advise the Sandringham LAC Events coordinator at sandringham@lavic.com.au at least three days prior to the event.

If a parent/guardian is unable to undertake a duty, it is the parent's responsibility to find/swap/replace their duty with another parent(s) and inform the Team Manager of the relevant event.

If a parent is running late for a duty it is the parent's responsibility to notify the Team Manager of the relevant event to ensure the continuity of the event.

Understand that the failure to undertake a duty, as mentioned in the previous point, will not be tolerated by the SLAC Committee, and may lead to a refusal of registration for the following season.

7.5 Events

The events specific to each age group and qualifying are published on the Little Athletics Victoria website.

8. JUNIOR LIFE MEMBERSHIP

The SLAC committee may, at its sole discretion, award Junior Life Membership to an Athlete. The conditions and qualifications herein serve as a guide to the criteria that will be considered by the SLAC Committee.

8.1 Award Criteria for Junior Life Membership

To qualify, an athlete must have competed in all possible age groups within the Centre. A list of all athletes that meet this requirement will be provided by LAVic at the completion of the season, and this requirement will automatically take into account the realignment of age groups that occurred before 2018/19 season.

To qualify, an athlete must also have competed at local SLAC meets for four (4) weeks of competition each year of their registration. Exceptions to this rule include illness or incapacitation.

All athletes that meet the above criteria are automatically nominated for Junior Life Membership. Selection of nominated athletes for Junior Life Membership requires approval of 50% of SLAC committee.

In extra-ordinary circumstances, the Committee may award Junior Life Membership to an Athlete or former Athlete with approval of 100% of SLAC committee.

Presentation of the Junior Life Membership shall be made at the SLAC AGM.

8.2 Rights of a Junior Life Member

Junior Life Membership is a titular award only, and does not carry any special benefits. Junior Life Members shall not have voting rights at the annual general meeting or special meetings.

Junior Life Members shall receive evidentiary proof of their award (by means of a Badge, Certificate, etc.) as determined by the SLAC Committee.

Junior Life Members shall be entitled to include their Life Membership award on their personal or professional curricula vitae.

Junior Life Memberships shall be recognised on the SLAC website of the Sandringham Centre.

8.3 Responsibilities of a Junior Life Member

Junior Life Members shall behave in a manner that will not adversely impact upon the credibility or reputation of the Sandringham Centre.

Junior Life Members shall be aware of the leadership role implied by the award, and shall at all times endeavour to act in a manner that will provide inspiration to younger athletes.

8.4 Cancellation of Junior Life Membership

If any Junior Life Member is found to have acted in a manner that would bring disrepute to the Centre, the Committee reserves the right to cancel the Junior Life Membership with approval of 100% of SLAC committee.

In the event of cancellation of Junior Life Membership, the athlete's name shall be deleted from all honour boards, handbooks, websites, etc. and the evidentiary proof shall be returned to the Centre.

9. LIFE MEMBERSHIP

The Committee shall, if deemed appropriate, award honorary life membership to persons having given outstanding service to SLAC as an adult volunteer. The conditions and qualifications herein serve as a guide to the criteria that will be considered by the SLAC Committee.

9.1 Award Criteria for Life Membership

To qualify, an adult volunteer must have served as a volunteer for a minimum of eight (8) years, and been on the SLAC committee for a minimum of four (4) years.

In extra-ordinary circumstances, the Committee may award Life Membership to a volunteer that does meet the 8/4 requirement with approval of 100% of SLAC committee.

Nominations maybe made by either the Committee, or by a SLAC general member and seconded by a member of the SLAC committee. Nominations shall be made to the President in writing, email, or at a SLAC committee meeting, not less than 28 days prior to the SLAC Annual General Meeting (AGM).

No more than two (2) Life Memberships are to be awarded each year.

The presentation of Life Membership shall be made at the ALAC AGM.

9.2 Rights of a Life Member

Life Membership is a titular award only, and does not carry any special benefits. Life Members shall not have voting rights at the annual general meeting or special meetings, but should be made aware of such events by way of letter or email.

Life Members shall receive evidentiary proof of their award (by means of a Badge, Certificate, etc.) as determined by the SLAC Committee.

Life Members shall be entitled to include their Life Membership award on their personal or professional curricula vitae.

Life Memberships shall be recognised on the SLAC website and on an honour board of the Sandringham Centre.

9.3 Responsibilities of a Life Member

Life Members shall behave in a manner that will not adversely impact upon the credibility or reputation of the Sandringham Centre.

Life Members shall be aware of the leadership role implied by the award, and shall at all times endeavour to act in a manner that will provide inspiration to SLAC athletes and volunteers.

9.4 Cancellation of Life Membership

If any Life Member is found to have acted in a manner that would bring disrepute to the Centre, the Committee reserves the right to cancel the Life Membership with approval of 100% of SLAC committee.

In the event of cancellation of Life Membership, the recipient’s name shall be deleted from all honour boards, handbooks, websites, etc. and the evidentiary proof shall be returned to the Centre.

10. EXCEPTIONAL ACHIEVEMENT AWARD

10.1 Achievement Criteria

An award for Exceptional Athletic Achievement by a SLAC is only to be given to an athlete who has achieved either individually or as part of a Relay Team the following as per the Rules of either Little Athletics Australia or Little Athletics Victoria:

10.2 Awards

Australian Best Performance - The Committee see this as the highest performance achievement possible of a Little Athlete. SLAC committee will determine, once the achievement has been ratified by governing body, an appropriate award in line with that awarded to past achievers.

Victorian Best Performance – A trophy nominating the athlete, achievement and details of the performance.

State Representative Team Selection – A trophy nominating the athlete, year of selection and events for which they are nominated.

11. FINANCIAL REGULATIONS

The Treasurer is the honorary official charged with the responsibility of the on-going reporting function of the financial transactions of the Centre.

The Treasurer will present financials at General Committee meetings which will inform all members of the Current financial position, existing liabilities and Trading performance for the current season.

The Centre has an end of financial period of 31 January each year. This allows for the Audited Financial Statements to be presented at the Annual General Meeting of Ordinary Members of the Centre at the end of March.

The primary objective of the Centre is to run an athletic competition from October to March each season. The Committee will make the necessary decisions to ensure that this objective is met through the prudent use of operating funds and reserves (if applicable).

Current and Due liabilities of the Centre will be presented at the General Committee Meetings for Approval and Payment.

It is acknowledged that Operating Expenses during season will be processed as a matter of course regarding payment of coaches and canteen services.

The Treasurer has delegated authority to the value of $500 to pay such operating expenses without presenting such material to the General Committee.

The Treasurer and President have joint delegated authority to the value of $1,000 to pay such operating expenses without presenting such material to the General Committee.

The Centre will operate a transactional bank account with two (2) authorized signatories required for each payment. This will consist of the Treasurer, and one of the following - the President or either of two nominated members of the General Committee.

Where possible the Centre will be financially operated with an objective of Break-even trading performance, following appropriate allocation of funding toward equipment renewal.

The Treasurer will be responsible for Banking of cash receipts surplus from Canteen. This data will be presented to the President for review and information purposes.

12. DEFINITIONS and DESCRIPTIONS

Age Group

Age groups are based on how old the athlete is as of the 31st December after the start of that season.

From the 1st January 2021, an athlete must have turned 5 before being able to register.

Age Group Co-ordinator

The Age Group Coordinator is the designated person(s) assigned by the SLAC Committee to oversee a particular Age Group. Parents should seek out this person(s) when needing clarification about any part of a SLAC event. Their role is to accompany athletes to each programmed event, allocated track event heats according to the grading sheets and the SLAC rules governing track events and record performances for all field events.

Centre Championships Competitions

Refers to special competitions held at the SLAC track throughout the season, which could include a Centre Multi Event Competition and Centre Track and Field Championships.

Centre President

The person elected by the members at the AGM and appointed to the role of Centre President or the person nominated by the Centre President to stand in his/her place in their absence.

Chief Official Timekeeping

Person appointed by the Centre Committee to oversee the operation of the electronic timing equipment for all Centre based Competitions.

Competition Co-ordinator

The Competition Coordinator is a person that has been appointed by the committee to oversee all SLAC competition days. This person is the point of call on rules, record ratification, disputes, any issues regarding athlete safety and should be sought by the Age Group Coordinator when there are questions. This person will make calls on the best way to continue to ensure the safe and efficient operations of the SLAC in conjunction with the President.

Events Co-ordinator

The Events Coordinator is a person that has been appointed by the committee to oversee all SLAC event organisation including Relays, Track and Field, Multi Events and Cross-Country events. This person is the point of call on anything to do with events, duties and teams in relation to these areas.

Grading Sheet

Sheets produced for Regular Centre Competition, Centre Championships and Multi Event Day that dictate the order in which runners are selected for track event heats.

SLAC Relay Sub Committee

The SLAC Relay Sub Committee will comprise of the Events Coordinator, Coaching Coordinator, Centre President or Centre Secretary and any other committee member agreed to by the committee. Any consideration that involves a sub committee's child, that committee member must abstain from

any decision.

On Track

Game based events held for the U6 Age Group each week to encourage participation and develop skills required in later years.

Regular Centre Competition

Refers to Centre Competitions held throughout the season that accumulate points towards the Centre Champion Awards. These are competitions that follow weekly Programs 1, 2 and 3.

SLAC

Sandringham Little Athletics Centre