

# SDHSAA CROSS COUNTRY MEET GUIDE

## Updated February 2022

### IMPORTANT NOTES

- This guide is intended for all Officials, Athletic Directors, Meet Directors, and Coaches.
- All SDHSAA Cross Country Meets must be officiated by a minimum of one licensed SDHSAA Cross Country Official
  - If only one registered official is present, they will serve as both Starter & Meet Referee and are responsible for the following listed within this guide.
  - The use of an Assistant Starter at the 100-meter mark is recommended. This person does not need to be a licensed SDHSAA official.

### MEET DIRECTORS

1. Send out meet particulars to participating schools and officials well in advance of the meet.
  - a. Include schedule of events with times, distances, number of runners, awards, etc.
  - b. Establish Jury of Appeals.
  - c. Establish how, when, and where individual and team awards will be presented.
  - d. Provide an Assistant Starter and provide a box of .32 caliber blank starter cartridges.
  - e. Establish golf cart use – recommended for use by officials and workers ONLY (secure a golf cart for the official for the entire meet).
  - f. Ensure having enough workers at the start line, finish line, corral, along with enough marshals to cover your course to ensure that all athletes complete the course as marked.
  - g. Make sure your course is safe and marked properly.

### PRE-MEET DUTIES FOR OFFICIALS

1. Arrive at least one hour prior to the first posted race time.
  - a. Officials shall be properly-attired in a SDHSAA Cross Country/Track & Field official uniform.
2. Do a review and personally travel the complete course ensuring it is safe and marked properly. Pay special attention to obstacles that might be hazardous or otherwise potentially dangerous.
  - a. Starting area
    - i. Boxes = 6' for each team or combine incomplete teams into one box.
    - ii. Recall Mark = 100m from start line, where assistant starter shall be positioned.
    - iii. Observe that immediate surroundings are adequate for a fair start.
  - b. Finish area
    - i. Ensure there is a properly marked finish line and ample workers.
    - ii. Ensure a corral (recommended to be 12' x 100') has been developed and will be utilized.
3. Identify how and where proper hydration facilities and opportunities exist for runners.
4. Ensure the time schedule with Meet Referee for calls, reports, and starts is established and correct.
  - a. Rolling schedule or stick with time schedule?
5. Review scoring procedures for each race/event with Meet Director.
6. Coordinate start and finish line procedures with on-site timers.
7. Define the 100m mark from the starting line used in determining if a recall is necessary due to a fall or unfair start.
8. Conduct a coaches' meeting 45 minutes prior to the first race to address special circumstances surrounding the course, emphasizing good sportsmanship, proper uniforms, coach/athlete etiquette, and regulations concerning spectators on the course.

### COACHES MEETING 45 MINUTES PRIOR TO FIRST RACE

1. Review Rule 4-6 in NFHS Rules Book pertaining to sportsmanship and behavior.
2. Review Rule 4-3 in NFHS Rules Book pertaining to uniforms.
3. Are stocking hats/earmuffs legal or illegal for the meet? This is a Starter/Meet Referee decision and should be communicate to coaches prior to the start of the meet.
4. Collect or take photos of Physician's Statements for athletes' use of atomizer/inhalers during competition.
5. Go over meet schedule and awards (how many score/place/medals, team awards, when and where awards will be presented/distributed).
6. Go over hydration procedures for the day. Remind coaches that giving water to an athlete during the race must be understood that interference may occur, and if so, it is subject to disqualification.
7. Ask for any questions or concerns for the event.

### DURING THE MEET

1. As teams arrive at the starting area, check for uniform violations. Refer to Rule 4-3 in NFHS Rules Book.
2. Collect and retain atomizer/inhaler physician's statements from coaches. Physician's statement must be specific to allow the use of the atomizer during athletic participation in order to be legally used during a race.
3. Conduct a proper start, monitoring for false starts by competitors.
4. Recruit an Assistant Starter to help monitor the first 100m in case of a fall or unfair start.
5. Be on the course during the race and utilize a vehicle to observe athletes completing the course as marked. Towards the end of the race, be present near the finish line as most infractions happen within the final 25 meters of a race.

### FOLLOWING THE MEET

1. Review results with Meet Director and scoring personnel to ensure accuracy.
2. Review events with Meet Director to ensure no rules questions or challenges from coaches exist.
3. Document the time of day the meet ended.