

Springwood District Athletic Club

Rules & By Laws



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Championships Coordinator Roles & Responsibilities

Championships Team Manager

1. At Little Athletics meets
 - 1.1. Zone
 - 1.2. Region
 - 1.3. State
 - 1.4. State Multi
 - 1.5. State Relays
 - 1.6. Gala Day, Trans Tasman Trials, when in attendance
2. At ANSW Championships meets
 - 2.1. ANSW State Relays
 - 2.2. ANSW Combined Event Championships
 - 2.3. ANSW Country Championships
 - 2.4. ANSW Youth Championships (U/14, U/16, U/18)
 - 2.5. ANSW Club Championships
 - 2.6. ANSW Club Premierships and Allcomers Meets when in attendance

Championships Coordinator Duties

1. Before Competition
 - 1.1. Provide Information and Publicity Officer with details of all championship meets
 - 1.2. Provide LA and Senior Age Group Managers with details of upcoming championship meets and requirements for team selection
 - 1.3. Once selectors have signed off selection process, confirm team selection with each individual athlete and parent, detail venue starting time and events selected
 - 1.4. Provide escalation points for athletes who are unable to attend a meet for which they have been selected
 - 1.5. Submit all championships entry forms before the closing date with entry fees
 - 1.6. Collect all entry fees from entrants and issue receipts
 - 1.7. Confirm with state association that entries have been received
 - 1.8. Liaise with Club Secretary and Equipment Coordinator to ensure team tent facilities are available and arrange for transport of team shelter as appropriate
 - 1.9. Liaise with Club Treasurer to have funds available to lodge any protests which may arise at the meet and for entry fees for team events entered on the day of the meet
 - 1.10. Liaise with Equipment Coordinator for the provision of team equipment, e.g. starting blocks, relay batons
 - 1.11. Liaise with Registrar LAs for provision of Centre Numbers (35) and age patches
2. At Competition
 - 2.1. Coordinate the location and erection of team shelter (preferably one day before competition start)
 - 2.2. Liaise with LOC (Local Organising Committee) and Competition Officials as SDAC representative
 - 2.3. Submit relay entry team members and reserve sheets in accordance with the meet rules
 - 2.4. Prepare teams for relay competition, appoint team captain

- 2.5. Notify Technical Officials of athlete withdrawals and substitutions in accordance with the rules of competition
- 2.6. Accept all protests from club members in accordance with the competition rules
- 2.7. Lodge all protests in accordance with the competition rules
- 2.8. In consultation with the Office Bearers and Executive Committee members present escalate dismissed protests to the Jury of Appeal where relevant
- 2.9. Communicate results of protests to club member
- 2.10. In Conjunction with the SDAC Officials Coordinator provide technical officials to assist with the LOC
- 2.11. Promote athlete achievements within the SDAC team area
- 2.12. Return team shelter to supplier
3. After Competition
 - 3.1. Provide media reports to the Information and Publicity Officer in a timely manner
 - 3.2. Provide Records Officer with details of records achieved
 - 3.3. Provide report to executive committee including team results, protest results and any other issues identified
 - 3.4. Prepare and update Athlete of the Year (LA) and Representative Athlete of the Year (Seniors) point scores
4. Provide to the Treasurer and club committee a budget of expenditure for presentation at the July committee meeting

Club Delegate

Under delegated authority from the SDAC executive committee represent the club as directed and report on outcomes of

1. LAA Blue Mountains Zone Committee
2. ANSW Competition Committee

Selector

In conjunction with other appointed SDAC selectors select teams for

1. LAANSW State Relays
2. LAANSW Zone, Regional and State Championship relay teams
3. ANSW State Relays
4. ANSW Country Championships – Relays
5. ANSW Club Championships
6. AA National Club Championships

Attributes

Familiarity with

- LAANSW NFGO
- ANSW Championships rules of competition
- IAAF rules

It is a decided advantage to have a complete working knowledge of the rules surrounding lodging protests and the escalation procedures for the Jury of Appeal.

Coaching Coordinator Roles and Responsibilities

1. Coordinate the Coaches of SDAC
 - 1.1. Provide to the Club Committee a list of qualified coaches
 - 1.2. Coordinate the training time and squad member allocation of coaches
2. Develop SDAC coaches
 - 2.1. Recruit new coaches to SDAC
 - 2.2. Initiate coaching accreditation training for Level 0 and Level 1 through ATFCA and Little Athletics NSW
 - 2.3. Source mentoring of all Level 0 and Level 1 coaches
 - 2.4. Liaise coaching development with the Western Sydney Academy of Sport
 - 2.5. Liaise coaching development with the NSW Institute of Sport
3. Develop and implement detailed coaching plans
4. In conjunction with the Selectors and Club President identify talented athletes for inclusion in the programs run by
 - 4.1. Little Athletics NSW (e.g. Junior Encouragement and Talent Squad - JETS)
 - 4.2. Athletics NSW (e.g. Crocs Squad and OZ Squad)
 - 4.3. Western Academy of Sport (e.g. Talent Squad, Development Squad, Associate Squad)
5. Promote the development program for Little Athletics as published by Little Athletics NSW
6. Maintain the coaching development library of books and instructional videos for usage by SDAC Club Coaches and Age Managers
7. Provide recommendations on the
 - 7.1. Team selection - Selection of athletes and teams, recognising the Coaching Coordinator is not a selector
 - 7.2. Awards – Nomination of major awards recipients
 - 7.3. Equipment – Purchase of training equipment in conjunction with the Equipment Coordinator
8. Awareness of Child Protection Laws and Duty of Care

Canteen Coordinator Roles and Responsibilities

Roles

To facilitate the running of the canteen and barbeque

Responsibilities

1. To maintain the canteen and barbeque in a hygienic condition
2. To stock the canteen within the budget as set by the Club Committee from time to time. At all times endeavour to obtain the best price for the goods provided from stockists
3. To provide a report on the financial transactions for the canteen at the monthly committee meeting
4. To bank canteen takings on a weekly basis
5. To maintain the canteen float in a secure environment

Benefit

To attract a Canteen Coordinator the Committee of SDAC has approved the payment of the Canteen Coordinator's children's registration fees with LAANSW and ANSW whilst the children are dependants.

Officer for Officials Roles and Responsibilities

Roles

1. Competition Manager for SDAC home track competition
2. Track and Field Referee for home track competition
3. Officials Liaison for higher level meets (e.g. LA Zone Championships, LA State Relays, ANSW Country Championships)
4. Technical liaison with ANSW and LAANSW

Responsibilities

1. Maintain list of qualified officials
2. Organise technical officials' lectures and examinations for all official grades at least twice per competition year
3. In conjunction with the Age Managers Coordinator conduct lectures for Age Managers on all aspects of field competition. Age Managers are encouraged to become 'D' grade officials in Jumps and Throws competitions
4. In conjunction with the Championships Coordinator provide technical officials for higher level meets as determined by the Organising Committee
5. Update rules of competition in accordance with local conditions, LAANSW NFGO and IAAF rules
6. Manage home track competition including ground set up and pack up, provision of technical officials for track and field competitions
7. In conjunction with the Ground Maintenance Coordinator ensure that the survey requirements for the track and field sectors are maintained to IAAF specifications
8. Provide to the Treasurer and Club Committee a budget of expenditure for equipment and training of officials for presentation at the July committee meeting
9. Awareness of Child Protection Laws and Duty of Care

Age Managers Coordinator Roles and Responsibilities

Roles

1. Coordinate Age Managers for Little Athletics and Seniors

Responsibilities

1. Maintain contact list of Age Managers including skills training and official grade qualifications
2. Recruit Age Managers and Age Manager's Assistants
3. Pre competition activity
 - 3.1. Conduct weekly Age Manager meetings prior to home track competitions commencement
4. Post competition activity
 - 4.1. Conduct reviews of home track competition programs with Age Managers and submit recommendations for enhancement/change to the competitions committee
5. To attend club committee meetings in accordance with the constitution and to provide reports as requested by the committee
6. To act as a member of the Jury of Appeal as required
7. Awareness of Child Protection Laws and Duty of Care

Age Managers Roles and Responsibilities

Roles

1. To supervise the age group's morning's activities
2. To distribute information to the age group's athletes and parents as required

Responsibilities

The Age Managers principal contact on the Club Committee is the Age Managers Coordinator.

The Age Manager is encouraged to undertake developmental activities to enhance the athletics experience of those athletes in the age group.

1. In addition the Age Manager role covers the following areas
 - 1.1. Assistance and recommendation to athletes to register for the Zone Championships – refer to selection of athletes for higher levels for additional details
 - 1.2. Preliminary selection of athletes into relay teams to attend LAANSW State relay Championships – refer to selection of athletes for higher level meets for additional details
 - 1.3. Preliminary determination of athlete awards in conjunction with the Registrar
2. During competition days
 - 2.1. Organise time keepers for each track event
 - 2.2. Administration of all Track, Throws and Jumps events on the competition program
 - 2.3. Recording of all results for Track, Throws and Jumps events
3. Provide stop watch training to parents and helpers
4. Completion of weekly media reports which are to be handed to the Media Officer at the conclusion of competition
5. To distribute encouragement awards and pass on information to the athlete and parent
6. To attend Age Managers meetings
7. To give input to the running of the program and other matters that may improve the efficient running of the club.

Grounds Coordinator Roles and Responsibilities

Roles

1. To coordinate the maintenance of the competitions area of Tom Hunter Park to competition standards in accordance with IAAF specifications and Little Athletics specifications
2. To liaise with Blue Mountains City Council on all matters to do with facilities management

Responsibilities

1. Recruit and maintain a list of volunteers willing to assist with mowing and line-marking and manage a roster to ensure that the grounds are maintained for competition
2. Liaise with the Bookings Officer to coordinate the hiring of equipment and for the maintenance of the competitions arena for usage by schools in the local area
3. Monitor usage of line marking paint and petrol and ensure sufficient stock is on hand at all times
4. Ensure all regularly used equipment, such as mowers, brush-cutter and line marking machines, are kept in working order and repaired or serviced as quickly as possible
5. Under delegated authority from the SDAC committee place purchase orders for such items as are required for the maintenance of the competition arena
6. Provide to the Treasurer and Club Committee a budget of expenditure for grounds maintenance for presentation at the July committee meeting

Fundraising Officer Roles and Responsibilities

Roles

1. The Committee Officer responsible for the raising of funding revenue to assist the long term athletics development of the Springwood District Athletic Club
2. The Committee Officer responsible for the raising of funding revenue to enhance the profile and financial position of the Springwood District Athletic Club

Responsibilities

1. Continually monitor and identify private and government funding opportunities in the public domain that will benefit the club
2. Complete the appropriate funding paperwork to apply for the said grants or funding
3. Ensure that all applications for funding are signed off by the Committee before any application is submitted
4. Work with the Club Secretary to ensure that all legal issues emanating from the completion of the successful funding are addressed
5. Collect all funding monies and ensure that these are passed to the Treasurer
6. Identify and contact sponsors for the season & organise handbook advertising and banners as promised
7. Organise printing, laminating and distribution of sponsor's certificates for each season.

Uniforms Officer Roles and Responsibilities

Roles

1. The Committee Officer responsible for ensuring uniforms are available for sale at the grounds and other appropriate event locations for both junior and senior athletes to purchase

Responsibilities

1. To sell uniforms on competition and registration days and at other events as required
2. To carry out a stocktake at the end of the season for both juniors and seniors
3. To distribute this stocktake to the committee
4. To collate an itemised order with costings and submit to the committee for approval to purchase
5. Collect a cheque for half the order amount to take to the supplier in order for them to commence work
6. Collect the uniforms when completed and take a cheque for the balance
7. Sort the uniforms in an orderly fashion and have available for sale at the grounds during competition
8. Store safely under lock and key at the grounds
9. Collect and document all uniform income and provide this to the Treasurer
10. Take uniforms onsite as needed for events such as registration
11. To make available to members the current price list for uniforms, both via the internet and at the clubhouse

Information and Publicity Officer Roles and Responsibilities

Roles

1. The Committee Officer responsible for writing and/or submitting written reports to the local newspaper in order to promote the club and the achievement of its athletes

Responsibilities

1. Make yourself known to age managers
2. Ensure all age managers are aware of the correct email address in which to send weekly competition reports
3. Ensure that all age managers are aware that the reports submitted mention all athletes competing. If they are not all able to be mentioned each week, then to rotate their reporting
4. Ensure that all reports submitted are fair and represent all athletes in a positive light, and to make any amendments necessary
5. Make yourself aware of any athletes competing in competitions outside of the club in order to promote their success
6. In the case of zone, regional and state competitions, the report may need to be written from the championship coordinators, the results published on the internet, and from personal experiences
7. In the case of an outstanding personal or team performance submit a photograph if available for possible publication
8. Collate all reports, format according to the local newspaper rules and send prior to the sports report deadline
9. Promote the achievements of club athletes for recognition within the local community
10. Awareness of Child Protection Laws and Duty of Care

Equipment and Technical Officer Roles and Responsibilities

Roles

1. To manage the distribution and collection of all equipment used in competition at THP
2. To ensure all equipment is maintained in good, safe, working order and when obsolete, arrange for its replacement

Responsibilities

1. Maintain all equipment in good, safe, working order and undertake running repairs as necessary during competition (eg; hurdles)
2. Arrange for the replacement of obsolete, irreparable or worn out equipment
3. Seek the Committee's approval for major equipment purchases
4. On competition days at THP, open front access gate, open equipment shed and coordinate the distribution of equipment to each event location by the rostered team helpers
5. Check all equipment back into the shed when competition concludes
6. Update the event equipment list at the commencement of each season when the competition program is finalised and subsequently if the program is amended
7. Authorise and log the borrowing of equipment by club members and ensure its return
8. In the off season, repair broken or worn equipment, including the repainting of hammers and shots, replace hammer wires and clean discuses and javelins
9. Ensure newly painted and cleaned equipment is available for Throws Day
10. Keep the equipment shed in clean and tidy order
11. Maintain the equipment inventory

Bookings Officer Roles and Responsibilities

Roles

1. The Committee Officer responsible for liaising with the council to book Tom Hunter Park for summer competition, summer and winter training, and any other competition such as Throws Day or Gala Days
2. Management of the requirements for school athletics carnivals
3. Coordination of the grounds, facilities and equipment to meet the schools' requirements

Responsibilities

1. Ensure all bookings forms for summer competition, summer and winter training, and any other competition such as Throws Day or Gala Days are sent to the Council in a timely manner and follow up that approval has been given
2. Liaise with the other clubs that use Tom Hunter Park to ensure that clubs do not double-book the grounds or can arrange to work together
3. Act as the SDAC contact point with the council and local schools to manage bookings of Tom Hunter Park for school carnivals
4. For all school carnivals bookings
 - 4.1. Make contact with the school organiser to understand equipment and other requirements and liaise with the Equipment Officer to ensure it is available
 - 4.2. Liaise with the Grounds Coordinator to ensure that the ground is marked for all school carnivals
 - 4.3. Ensure that the Tom Hunter Park grounds and facilities are unlocked for the school on the day of the carnival and locked up at the end of the day

Data Controller Roles and Responsibilities

Roles

1. The Committee Officer responsible for entering all club results into the computer system used by the club

Responsibilities

1. Liaise with Little As and Seniors Registrar to facilitate the entry of all club athletes into the centre system
2. Print weekly track and field recording sheets and ensure they are available at the ground for the start of competition
3. Collect all track and field results sheets at the end of each competition
4. Enter all athlete results into the centre system
5. Email competition results and PBs to the Website Manager in order to be uploaded to the website
6. Monitor any new club records and send to the Records Officer as required
7. Print weekly Improvement Point summaries to monitor athletes who have reached award levels
8. Provide Best in Age and Improvement point summaries to the Trophies and Awards Sub Committee at the end of the season
9. Act as the contact point for any enquiries or issues regarding results

Website Manager Roles and Responsibilities

Roles

1. The Committee Officer responsible for maintaining the SDAC website content and information

Responsibilities

1. Upload results, PBs, photos, news items, rosters or other documents as provided by members of the committee in a timely fashion
2. Update weekly information regarding next competition date, program and parents on setup in a timely fashion
3. Act as the SDAC contact point for any issues with functionality of the website
4. Liaise with Clubs Online regarding any issues with functionality of the website

First Aid Officer Roles and Responsibilities

Roles

1. The Committee Officer responsible for coordinating the provision of qualified first aiders on all competition days

Responsibilities

1. Must have current First Aid Qualifications
2. Maintain a list of qualified first aid people within the club, including parents
3. Organise First Aid training courses as required
4. Keep the first aid kit updated with the required items
5. Ensure there is a designated qualified first aid person at each club competition
6. Ensure the Incident register is kept up to date with details of any injuries or incidents

Records

The club acknowledges and maintains records in four categories:

- Home Venue Records (Home Records)
 - Best on Ground Records
 - Best Performance Records Age (Best Records)
 - Open Best Performance Records
1. Home Records are defined as records set at Tom Hunter Park
 - 1.1. In an event which is part of the athlete's scheduled Club Program for the day
 - 1.2. In an event sanctioned by LAANSW
 - 1.3. In an event sanctioned by ANSW
 - 1.4. In a Springwood Gala Day program for which an athlete is eligible under the published rules
 2. Best on Ground Records are Open Records set at Tom Hunter Park using Open IAAF specifications. These records acknowledge the best performance at Tom Hunter Park by a SDAC registered athlete
 - 2.1. In an event which is part of the athlete's scheduled Club Program for the day
 - 2.2. In an event sanctioned by LAANSW
 - 2.3. In an event sanctioned by ANSW
 - 2.4. In a Springwood Gala Day program for which an athlete is eligible under the published rules
 3. Age Best Performance Records are defined as records
 - 3.1. Set whilst representing SDAC in any competition sanctioned by LAANSW, Australian LA, Athletics NSW, Athletics Australia or IAAF
 - 3.2. Set away from Tom Hunter Park, which must be formally recorded and verified through official records of the organising body (e.g. ANSW website)
 - 3.3. Which may be set during Club competition at Tom Hunter Park (as per the events listed in Sections 1.1 to 1.4)
 4. Open Best Performance Records are Open Records
 - 4.1. Set by ANSW registered athletes and Little Athletes
 - 4.2. Set whilst representing SDAC in any competition sanctioned by LAANSW, Australian LA, Athletics NSW, Athletics Australia or IAAF
 - 4.3. Using Open IAAF specifications for the event
 5. Records may only be set under event conditions in accordance with published LAANSW and IAAF specifications
 - 5.1. Whilst representing SDAC
 - 5.2. Whilst representing High School and registered as a SDAC Senior Athlete (U14 to U20) in the following meets from Sept 2004
 - 5.2.1. NSW All Schools Championships
 - 5.2.2. Australian All Schools Championships
 - 5.2.3. Olympic Youth Festival
 - 5.2.4. Pacific Schools Games

6. Little Athletics Conditions
 - 6.1. Records apply to the age group in which the athlete is registered
 - 6.2. Records will not be applied to older age groups where there may be a lower performance standard
 - 6.3. An athlete who may compete in an older age event in a club program is not entitled to claim a record in an older age category
 - 6.4. An athlete may compete in an older age group for the purposes of gaining experience at a higher standard of competition. In such circumstances an age group record can be set for the athletes registered age provided the correct size/weight implement is utilised
 - 6.5. Individual event performances recorded during Multi Event competitions are eligible for records
 - 6.6. Records may only be set in events as specified for competition in that age group by LAANSW or as determined by the Club Committee from time to time

7. ANSW Registered Athlete Conditions
 - 7.1. Age Groups for Senior Records – U14, U16, U18, U20, U23, Open Age (20-29) and Open (Best Performance Records only)
 - 7.2. Age groups for Masters records (Athletes on the day of the meet) – 30-39, 40-49, 50-59, 60+ Men and Women
 - 7.3. Standard IAAF recording conventions apply i.e. hand held times are displayed to one decimal place and electronic times are displayed to 2 decimal places
 - 7.4. IAAF conversion factors apply for all age categories in events 400m and less in order to compare hand-held versus electronic times. e.g. 100m 11.8h/12.04, 200m 24.2h/24.44, 400m 57.6h/57.74. Records apply only to the age group in which the athlete is registered
 - 7.5. Records will be applied to older age group where there may be a lower performance standard provided the correct size/weight implement is utilised as specified by IAAF
 - 7.6. An athlete may compete in an older age group for the purposes of gaining experience at a higher standard of competition
 - 7.7. Records may only be set in events specified for competition in that age group by ANSW, AA, or IAAF or as determined by the Club Committee from time to time

8. Local records
 - 8.1. Little Athletics
 - 8.1.1. Turbo Javelin – U9, U10, U11, U12 (U12 pre-2010/11 season only)
 - 8.1.2. 3000m – U10, U11, U12
 - 8.1.3. 60m – U13, U14, U15
 - 8.2. Seniors

9. Procedure to claim a record
 - 9.1. Club Competition – Home Records and Best Performance Records set at Tom Hunter Park are identified through weekly results as submitted to the Data Controller by Track Recorders and by Age Managers. A committee member must verify the performance and sign the recording sheet at the event, and in the case of track events, before the times

recorded are cleared. Also for a track event, a minimum of two times must be recorded to validate the performance. No action is required on behalf of the athlete

9.2. SDAC Gala Day – Home Records and Best Performance Records set at Tom Hunter Park are to be submitted by the athlete to the Records Officer on the form provided in the handbook or by email (attaching a certified copy of result)

9.3. LAANSW, ANSW, AA, IAAF competitions Best Performance Records set are to be submitted by the athlete to the Records Officer on the form provided in the handbook or by email (attaching a certified copy of result)

9.4. Records claimed not in accordance with the above provisions may be approved by the SDAC committee. The Records Officer will advise the claimant of the committee's decision

10. Record Archiving

10.1. The Records Officer will archive records for events that are no longer approved

10.2. Such records will be maintained in the records database but will no longer be published in the club handbook or website

10.3. Records archiving will occur annually

10.4. Particular attention needs to be taken with the specification changes that occur from time to time

Competition Coordinator Roles & Responsibilities

Roles

1. To ensure club competition program runs smoothly and is improved as required

Responsibilities

1. Develop club competition programs to be run at Tom Hunter Park
 - 1.1. Based on Age Group competitor number tailor existing program structures to maximise the usage of the Tom Hunter Park facilities
 - 1.2. Revise the program to include events as approved for competition by Little Athletics NSW
 - 1.3. Revise the program to include events approved for competition by the IAAF
2. Liaise with Equipment Officer to ensure correct equipment is provided to field locations as per the program
3. Coordinate and communicate parent setup roster for club competition
4. Coordinate track starters to be available at each competition
5. Enhancements that may be required to the programs listed by Athletics NSW and Little Athletics

Trophies and Awards Sub Committee Roles and Responsibilities

Roles

1. The Sub Committee responsible for organising the trophies and awards for the end of season presentation day

Responsibilities

1. Receive Best in Age and Improvement Point trophy recipients from the Data Controller
2. Receive Representative trophy recipients from the Little As and Senior Championships Officers
3. Under delegated authority from the SDAC committee place purchase orders for trophies, awards and engraving
4. Liaise with the venue to book facilities and organise requirements such as tables, chairs and microphones
5. Organise the run sheet for the presentations each season
6. Act as the SDAC contact point for any enquires related to trophies and awards

Selection of Athletes for Higher Level Meets

1. Selectors for Little Athletics meets
 - 1.1. Championships Coordinator
 - 1.2. Age Managers Coordinator
 - 1.3. LA Registrar
 - 1.4. President as Chairperson and casting vote if required
2. Selectors for ANSW, AA meets
 - 2.1. Championships Coordinator
 - 2.2. Age Managers Senior
 - 2.3. Seniors Registrar
 - 2.4. President as Chairperson and casting vote if required
3. Guidelines for selectors
 - 3.1. Times shall be drawn from centre competition or from submitted times from meets conducted by LAANSW (Zone, Region, State, State Multi), ALA National Championships, PSSA (Region and State only), Independent Schools Association (Region and State only), ANSW and AA. Note performances achieved at School meets and Gala Days are not to be considered

Little Athletics

Selection policy for LAANSW State Relay Championships

1. 4x100m teams events
 - 1.1. LAANSW allow centres with a membership of less than 250 in age groups U8 to U13 to compete in mixed team events. SDAC has elected to select teams in these mixed events to provide the maximum opportunity to participate in finals
 - 1.2. Selectors may consider requests for single gender teams provided the team's cumulative time for the event would have been placed in the top 8 for that age in the prior season's LAANSW State Relay Championships
2. 4x200 and 4x400m teams events
 - 2.1. Teams should be entered in these events where a top 16 placing would have been achieved based on the results on the prior year LAANSW State Relay Championships
3. Field relays
 - 3.1. Teams should be entered for field event relays based on the cumulative point score of 4 members of the team where a top 16 placing would have been achieved based on the results of the prior year LAANSW State Relay Championships. Point score is based on the LAANSW Multi Event scorebook
4. Zone, Region & State relays
 - 4.1. Teams for Boys Junior (U9, U10, U11 and U12), Senior (U12, U13, U14 and U15), Girls Junior (U9, U10, U11 and U12), Senior (U12, U13, U14 and U15) will be selected from those attending Zone Championships
 - 4.2. The U12 competitors should be placed in relays depending upon the relative overall ability of the team. Reselection of teams that go through to Regional/State will be chosen from the best available competitors (no preference will be given to previous team members)

Senior Athletics

1. ANSW State Relays
 - 1.1. Selection for this meet will be based upon team availability and best team combination taking into account such factors as previous results
 - 1.2. SDAC and other Blue Mountains AC can combine to enter Blue Mountains Zone or Region teams
2. ANSW Country Relays
 - 2.1. Selection for this meet will be based upon team availability and best team combination taking into account such factors as previous results
 - 2.2. SDAC and other Blue Mountains AC can combine to enter Blue Mountains Zone or Region teams
3. ANSW Club Championships
 - 3.1. Selection for this meet will be based upon team availability and best team combination taking into account such factors as previous results

Funding Policy

Athlete Support review committee

1. Treasurer
2. Championships Coordinator
3. Vice President (Chairperson)

Senior Athletes (U14 to Masters)

To be eligible for Athlete Support Payments an athlete must represent SDAC at a minimum of three (3) meets listed below in the current season

1. ANSW State Open and U/20 Championships
2. ANSW State Combined Event Championships
3. ANSW State Youth Championships
4. ANSW State Masters Championships
5. ANSW Country Championships
6. ANSW Club Championships
7. ANSW State Relay Championships
8. ANSW State Distance and Walks Championships (5K, 10K and Walks)
9. ANSW Club Premiership Meets (minimum 3 meets)
10. ANSW Allcomers Meets (minimum 4)

Athlete Support Payments may be provided for the following meets (where full payment is not met by AA or Institute programs)

1. Australian Youth Championships
2. Australian Open and U20 Championships
3. Australian Master Championships
4. Telstra A Series meets where travel exceeds 500km round trip (IAAF Permit events only)
5. Australian Club Championships
6. IAAF World Youth Championships
7. IAAF World Junior Championships
8. IAAF World Championships

Little Athletes

To be eligible for Athlete Support Payments an athlete must represent SDAC at a minimum of three (3) meets listed below in the current season

1. LAANSW Zone Championships
2. LAANSW Regional Championships
3. LAANSW State Championships
4. LAANSW State Relays
5. LAANSW State Multi Event Championships
6. LAANSW State Cross Country Championships (previous season)

Athlete support payments may be provided for the following meets:

1. Trans Tasman Challenge – Home Series (U11 and U12)

2. Trans Tasman Challenge – Away Series (U11 and U12)
3. ALA national Championships (U13 and U15)

Payment to Athletes

Upon recommendation from the Athlete Funding Committee, the club committee, given due consideration to the financial position of the club and budgeted expenditure, may elect to pay the support payment prior to the athlete's participation in the meet. In the event that the athlete does not compete then the amount of the support payment is to be returned to the club Treasurer within 7 days of the competition. Failure to comply will result in the member being declared non financial

Little Athletics Awards

The club conducts an annual Presentation Ceremony which it formally recognises the achievements of its junior athletes (ie the Little Athletics Club). This includes presentation of:

1. Club Perpetual trophies – Male and Female Athletes of the Year
2. Gosbee Perpetual trophy – Outstanding Achievement in Sprints
3. SDAC Perpetual trophy – Outstanding Achievement in Jumps
4. Sowerby Perpetual trophy – Outstanding Achievement in Throws
5. Richardson Perpetual Trophy – Endurance Athlete of the Year
6. Rickaby Trophy – All Round Athlete
7. Most Improved Athlete
8. Cullen Encouragement Trophy
9. Best in Age Group Championship Awards (1st, 2nd, 3rd)
10. Most Improved in Age Group Award
11. Multi Age Group Champion
12. Achievement Awards
13. Encouragement Awards
14. Record Banners

In addition the club awards state representative jackets, continuous membership jackets and improvement points awards throughout the little athletics season

1. Encouragement Awards

- 1.1. Awarded to all athletes who registered for the season but did not qualify for any other award. There is no minimum attendance required to receive this award

2. Achievement Awards

- 2.1. Achievement Awards are awarded to athletes who did not qualify for Best in Age Group Championship Awards (1st, 2nd, 3rd) but who had more than 50% attendance throughout the season
- 2.2. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at Zone, Region, State, State Multi and ANSW (Dual Registered Athletes with SDAC) competitions are counted as attendance in lieu of normal club attendance

3. Best in Age Group Championship Awards (1st, 2nd, 3rd)

Each week Best in Age points are earned by participating athletes in each event based on their participation and results.

- 3.1. An athlete's best performance is taken for the individual event. Each event is then placed from 1st to 10th place in the age group. Points are awarded from 1st 10 points, 2nd 9 points, 3rd 8 points down to 10th 1 point. Total points are then divided by the number of weeks attended. Provided there are sufficient numbers in the team, the athletes with the highest 3 weekly average Best in Age points receive the First, Second and Third Placegetter Trophies

- 3.2. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at Zone, Region, State, State Multi and ANSW (Dual Registered Athletes with SDAC) competitions are counted as attendance in lieu of normal club attendance

4. Most Improved in Age Group Award

Each week Improvement points are earned by participating athletes in each event based on their results.

- 4.1. Improvement Points are calculated by the system from the results that are entered each week. Each athlete receives 6 to 15 points for a PB, depending on how "big" their PB is, 5 points for an equal PB and at least 1 point if the result was not a PB. The most points that can be awarded for one event is 15 while every athlete achieves at least 1 point for entering an event
- 4.2. The award is presented to the athlete with the highest number of Improvement Points in their age group over the full season
- 4.3. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at Zone, Region, State, State Multi and ANSW (Dual Registered Athletes with SDAC) competitions are counted as attendance in lieu of normal club attendance

5. Club Multi Champion in Age Group Award

The club holds Twilight Multi competitions throughout the season and awards the athlete with the highest number of multi points accumulated at any one twilight multi competition from their age group with this award.

- 5.1. The LAANSW scoring tables are used to convert the results of the 5 designated multi events into points

6. Record Recognition

Record Recognitions are awarded to all athletes who establish new records, or break existing records during the season. (Athletes may receive these awards during the course of the season, in which case records established in the current season are to be acknowledged in the Presentation program)

7. Male and Female Athletes of the Year

These awards are calculated from results in the following events:

- 7.1. State Track and Field Championships
- 7.2. State Multi-Event Championships
- 7.3. Where a recipient is not clear-cut, Zone and Regional Carnival results may be considered
- 7.4. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at Zone, Region, State, State Multi and ANSW (Dual Registered Athletes with SDAC) competitions are counted as attendance in lieu of normal club attendance

A Perpetual Trophy is awarded to the recipient together with an award of a trophy or plaque.

The points calculated are also used to allocate the next season bib numbers to the state representatives with the most points getting number 1, the athlete with second most points getting number 2, continuing down to the state representative with the lowest number of points.

8. Other Perpetual Trophies for Outstanding Achievement

These Perpetual Trophies have been kindly donated by people who have each made an outstanding contribution to the club over many years. As indicated by the names on each trophy, they have a special interest in each of those specific areas:

- 8.1. Outstanding Achievement in Sprints (Gosbee Trophy)
- 8.2. SDAC Outstanding Achievement in Jumps Trophy
- 8.3. Outstanding Achievement in Throws (Sowerby Trophy)
- 8.4. Endurance Athlete of the Year (Richardson Trophy)
- 8.5. Outstanding All Round Athlete (Rickaby Trophy)

The Club Committee provides a recommendation to the donor based on analysis of the season's results. The donor approves the recipient and presents the recipient with the trophy at the Presentation Ceremony.

9. Most Improved Athlete

The club uses a computer-based pointscoring system that allocates points for each athlete's improvement in each event over their previous Personal Best (PB).

Improvement Points are calculated by the system from the results that are entered each week. Each athlete receives 6 to 15 points for a PB, depending on how "big" their PB is, 5 points for an equal PB and at least 1 point if the result was not a PB. The most points that can be awarded for one event is 15 while every athlete achieves at least 1 point for entering an event.

This award is presented to the athlete who gains the most Improvement Points from all age groups over the full season.

10. Cullen Encouragement Trophy

The club awards this trophy to an athlete from the U6 to U9 age groups who has not won a Best in Age or Most Improved Trophy, but has made an outstanding effort during the season. The Age Managers of these age groups are asked to nominate athletes they believe are eligible and the committee decides upon the final recipient.

The decision is based on input from club coaches and criteria such as Improvement Points and attendance.

All athletes who are nominated for this award are mentioned at the Presentation Ceremony.

11. State Representative Jackets

The club awards State Representative jackets to athletes who qualify and compete at the LAANSW State Track and Field Championships in individual events.

State representation is:

- 11.1. By achieving a top-4 place at LAANSW Zone which qualifies athletes to compete at the LAANSW Regional Championships, and by achieving a top-3 place at Regional to qualify to compete at LAANSW State (although every 5th year the 4th place-getter also goes through to State)

- 11.2. Top 10 Placing at LAANSW Cross Country or State Multi Event Championships
- 11.3. The athlete receives a jacket the first year they are eligible for this award and can opt to receive other "State Representative" embroidered items such as a rugby top, track pants, towel, bag or hat in subsequent years
- 11.4. The athlete can also have their State Representative jacket embroidered with the subsequent years they have qualified for the LAANSW State Carnival if they desire

12. LAANSW Service Certificate

- 12.1. Where an athlete has 9 years continuous membership from U7 to U15 or U9 to U17 with Little Athletics the athlete can receive a Service certificate from Little Athletics.
- 12.2. The athlete can belong to any Little Athletics Club over the period, so it is up to the athlete to advise the committee if they are eligible for this award.

13. Improvement Point Awards

The club awards Improvement Point certificates based on the following improvement points scoring system.

The certificates are awarded by Age Managers throughout the season.

Age Groups	BLUE	BRONZE	SILVER	GOLD
U6-U8	75	175	250	350
U9-U12	100	200	300	400
U13-U17	125	225	350	450

Senior Awards

The Club conducts an Annual Presentation Ceremony at which it formally recognises the achievements of its Senior Athletes. To qualify for the Championship trophies & Most Improved Athletes a minimum 50% attendance for the season (only Saturday competition dates) is required. ANSW competitions are counted as attendance in lieu of normal club attendance.

The Awards are:

1. Championship Trophies (1st, 2nd and 3rd in each Age Group)

Each week Best in Age points are earned by athletes in each event based on their participation and results.

- 1.1. An athlete's best performance is taken for the individual event. Each event is then placed from 1st to 10th place in the age group. Points are awarded from 1st 10 points, 2nd 9 points, 3rd 8 points down to 10th 1 point. Total points are then divided by the number of weeks attended. Provided there are sufficient numbers in the team, the athletes with the highest 3 weekly average Best in Age points receive the First, Second and Third Placegetter Trophies
- 1.2. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at ANSW competitions are counted as attendance in lieu of normal club attendance

2. Participation Trophies

- 2.1. Participation Trophies are awarded to all senior athletes who did not qualify for a Championship Trophy (1st, 2nd, 3rd) but who had more than 50% attendance throughout the season
- 2.2. Conditions: minimum 50% attendance for the season (only Saturday competition dates), attendance at ANSW competitions are counted as attendance in lieu of normal club attendance

3. Most Improved Senior Athlete including the McGown Perpetual Trophy

- 3.1. The club uses a computer-based pointscore system that allocates points for each athlete's improvement in each event over their previous Personal best (PB).
- 3.2. Improvement Points are calculated by the system from the results that are entered each week. Each athlete receives 6 to 15 points for a PB, depending on how "big" their PB is, 5 points for an equal PB and at least 1 point if the result was not a PB. The most points that can be awarded for one event is 15 while every athlete achieves at least 1 point for entering an event
- 3.3. Trophies are presented to the following athletes:
 - 3.3.1. The Senior Male athlete with the highest improvement points over the season (from the age groups U14, U16, U18, U20 and Open Men)
 - 3.3.2. The Senior Female athlete with the highest improvement points over the season (from the age groups U14, U16, U18, U20 and Open Women)
 - 3.3.3. The Male Masters athlete with the highest improvement points over the season (from the age groups 30-39, 40-49, 50-59, 60-69, 70+)

3.3.4. The Female Masters athlete with the highest improvement points over the season (from the age groups 30-39, 40-49, 50+)

3.3.5. The athlete from all age groups with the highest improvement points over the season receives the McGown Perpetual Trophy for Most Improved Senior Athlete

4. Senior Representative Athlete of the Year Awards

Recipients are determined by the following Pointscore System which applies to all athletes throughout NSW Championship Year (commences 1st April ends 31 March unless otherwise advised by NSW with age group is at 1 January)

Pointscoring Category	Points
Participation at Allcomers Meet	1
Participation at Club Premiership Meet	1
Participation at NSW Club Championships	2
Participation at Country Championships	1
1 st at Country Championships	5
2 nd at Country Championships	4
3 rd at Country Championships	3
4 th -8 th at Country Championships	2
Participation at NSW State Relays	2
Participation at NSW State Championships	2
1 st at State Championships	10
2 nd at State Championships	8
3 rd at State Championships	6
4 th -8 th at State Championships	4
Participation at Athletics Australia/Australian Masters National Championships	4
1 st at Athletics Australia/Australian Masters National Championships	20
2 nd at Athletics Australia/Australian Masters National Championships	16
3 rd at Athletics Australia/Australian Masters National Championships	12
4 th -8 th at Athletics Australia/Australian Masters National Championships	8
Australian Representative Selection	60
IAAF World, Youth, Junior, Open Championship Top 16 Placing	100

5. Best Representative Male and Female Athlete Perpetual Trophies

These trophies are awarded to the athletes with the highest overall representative points score

5.1.1. O'Donnell Trophy - Best Representative Senior Male Athlete (from the age groups U14, U16, U18, U20 and Open Men)

5.1.2. Cooper Trophy - Best Representative Senior Female Athlete (from the age groups U14, U16, U18, U20 and Open Women)

5.1.3. Thew-Edwards Trophy - Best Representative Male Masters Athlete (from the age groups 30-39, 40-49, 50-59, 60-69, 70+)

5.1.4. Sowerby Trophy - Best Representative Female Masters Athlete (from the age groups 30-39, 40-49, 50-59, 60-69, 70+)

6. Representative Athlete of the Year Awards

These awards are presented to the male and female athletes with the highest overall representative points score in each age group

- 6.1. Under 14
- 6.2. Under 16
- 6.3. Under 18
- 6.4. Under 20
- 6.5. Open (20-29)
- 6.6. Masters 30-39
- 6.7. Masters 40-49
- 6.8. Masters 50-59
- 6.9. Master s 60-69
- 6.10. Master s 70+

7. Representative Jackets

The club may award National Representative jackets to athletes who qualify and compete at the Athletics Australia Track and Field Championships (Masters, Open and U20 and/or Youth Championships) in individual events or the National Club Championships Team event.

Other Awards

The club also presents other awards to recognise achievements of non-athletes and their assistance to the club.

1. Coogan Trophy

This award is given to the most outstanding volunteer of the year. It is decided by a silent vote of the committee and can only be given to a person once