



BC ATHLETICS RETURN TO COMPETITION – OFFICIALS GUIDELINES

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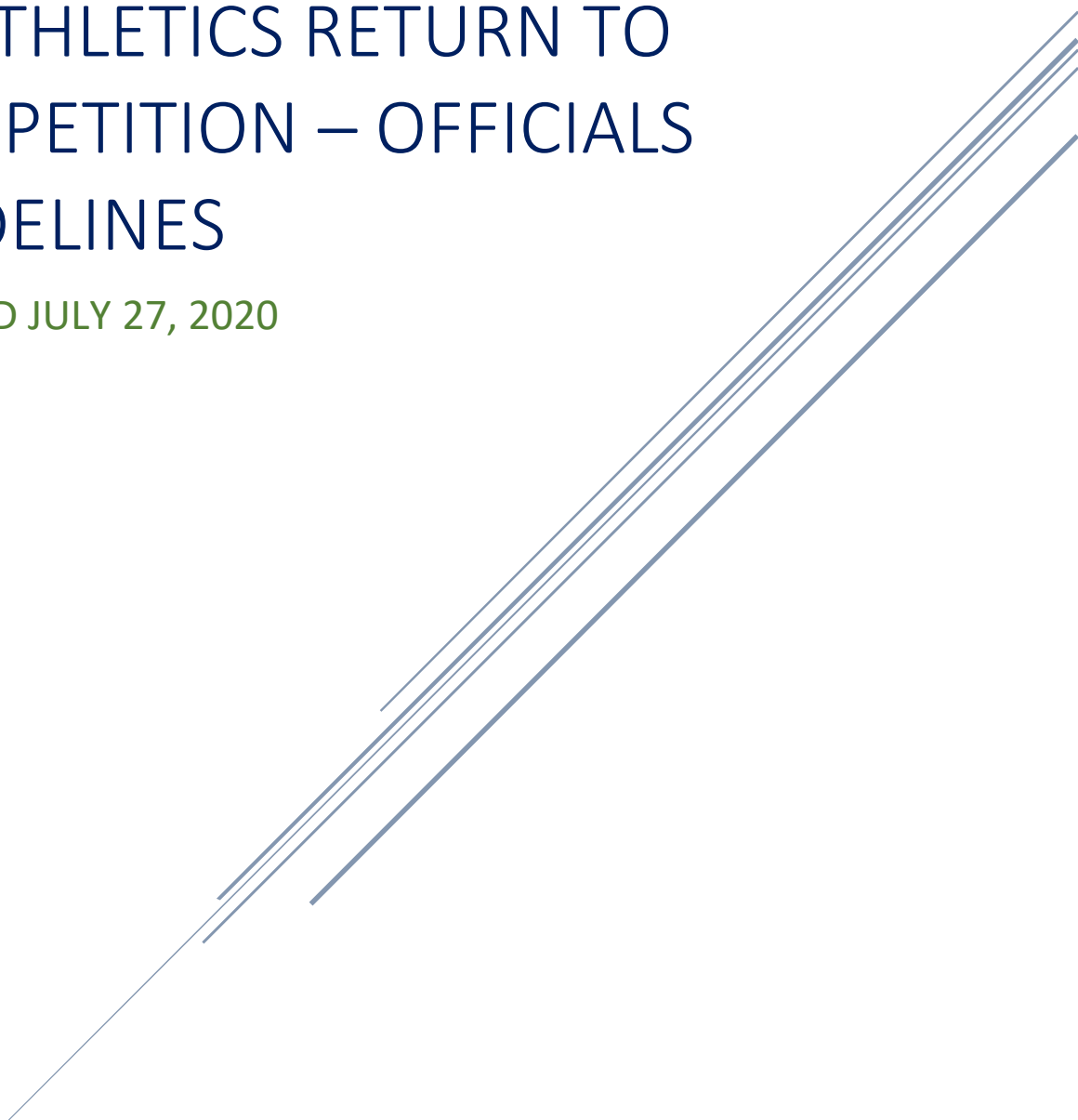


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SECTION 1: OVERVIEW

BC Athletics will be following the return to competition guidelines developed by the Athletics Canada's "Back on Track" Task Force that included BC Athletics Staff representation. BC Athletics' will also produce Return to Competition Addendum that will highlight any additional or differing guidelines that have been set specifically by BC Athletics for the Province of British Columbia.

- [Athletics Canada's Back on Track Guidelines](#)

BC Athletics' Return to Competition – Officials guidelines will highlight specific guidelines for our officials.

The recommendations outlined in this document will be reviewed and updated regularly as we receive guidance from the BC Government, WorkSafeBC, and viaSport. Please note resuming of sport activities may not be linear, increasing restrictions may be required in response to fluctuating numbers of COVID-19 cases in the province. Members of BC Athletics need to be flexible to accommodate and respond to changes in community transmission and the changes in advice from the Provincial Health Officer.

SECTION 2: DISCLAIMER

The guidelines included in this Return to Competition – Officials Guidelines document are intended to be used for the purposes set out in the document. While we aim to provide relevant and timely information, because information known about the COVID-19 coronavirus and recommended health and safety measures can rapidly change, no guarantee can be given as to the accuracy or completeness of any information provided in these Guidelines.

It is important to note that the Guidelines are not legal documents and are to be used as a guide only. They are not a substitute for actual legislation or orders of the PHO. In the event of an ambiguity or conflict between the Guidelines and the Public Health Act, regulations, or orders thereunder, the Act, regulations and orders prevail. All members of BC Athletics should comply with the requirements of the provincial and local government and health officials in terms of public gatherings and sporting events when determining when it is safe to return to activities. Nothing in these documents are intended to provide legal advice. Do not rely on these documents or treat them as legal advice.

SECTION 3: MUST BE COMPLETED BEFORE RETURNING TO OFFICIATING:

1. On June 16th, 2020 all memberships were set to “inactive” in Trackie.reg. To reactivate one’s membership they must read and complete the following:
 - a. Informed Consent and Assumption of Risk Agreement (To be executed by Members under the Age of Majority and the Participant’s Parent of Guardian)
 - b. Release of Liability, Waiver of Claims and Indemnity Agreement (To be executed by Members over the Age of Majority)
 - c. COVID-19 Questionnaire, Attestation and Participant Agreement (To be executed by Members under the Age of Majority and the Member’s Parent of Guardian or by Members over the Age of Majority)

* Documents a,b,c are being conducted online through Trackie. Emails have been sent to the address on file. If you did not yet receive your email, please follow up with your club or coach.
2. To facilitate contact tracing, in the event of an outbreak, each member is asked (as part of the waiver and attestation process), to verify that the contact information stated on their 2020 BC Athletics membership (Trackie.me) is current and up to date including:
 - a. Individual’s PERSONAL Email
 - b. Home address
 - c. Phone Number

SECTION 4: GENERAL GUIDELINES

- As per Government Health regulations, the following individuals should NOT attend a competition venue:
 - Any person experiencing any symptoms of COVID-19 (fever, cough, sore throat, runny nose, headache, or shortness of breath). If symptoms begin while at a competition venue the individual must leave immediately and contact their local public health office for recommendations. The individual must also inform the host organizing committee.
 - Any person who receives a diagnosis of COVID-19. Individuals must comply with the current mandated self-isolation policy.
 - Any person who has been told to self-isolate at home.
 - Any person who lives in a home or has been in close contact with someone with symptoms of COVID-19.

- Any person who lives in a home or has been in close contact with someone who has been told to self-isolate at home.
- Any person who has arrived in Canada from outside of the country within the last 14 days as they are mandated to self-isolate and monitor for symptoms for 14 days upon their arrival.

Officials Registration

- Officials will be required to register for the event. Contact information must be provided to facilitate contact tracing.
- Officials will be required to undergo symptom screening at the venue by having them answer a wellness questionnaire.

Health & Safety

- Officials will be required to maintain physical distancing (2 meters) from athletes, fellow officials, volunteers, coaches, and spectators.
- Officials are strongly encouraged to wear face masks in the stadium and warm-up areas. **Please consult your local municipal, provincial and facility guidelines as some jurisdictions are now mandating masks.**
- Officials are strongly encouraged to wear gloves when handling the bar, pits, and tarps.
- Total number of officials are to be limited in order to maximize the number of athletes able to complete (all public gatherings are limited to no more than 50 people).
- Officials are encouraged to carry their own hand sanitizer and to frequently wash their hands with soap and water.

Host Organizing Committee (HOC) Responsibilities

- HOC to provide a Health & Safety Officer to lead and monitor procedures for mitigating health and safety risks at the meet. This includes check-in, wellness checks, ensuring use of Personal Protection Equipment (PPE), explaining officiating protocols, and answering any questions and concerns from officiating team.
- HOC to provide and explain information on Health & Safety Plan
 - Rules and guidelines covering personal risks, preventative measures, and self-assessment tools.
 - Instructions on when and how to use PPE
 - How to wear a face mask. [Poster](#).
 - Hand hygiene. [Poster](#).
 - Physical Distancing. [Poster](#).
 - Safety infrastructure at meet—explaining the safety protocols and equipment at the meet and the roles and responsibilities of the individual, H&S Safety Officer, Referees and Chiefs to work together in officiating a COVID-19 safe meet.

- HOC to ensure PPE, safety equipment (e.g., cones, flagging tape) and sanitizing materials are available for the officiating team.

SECTION 5: Officiating All Events - Common Protocols

Officials and Volunteers Recommended across all track and field events

- Competition Secretary- (1) for all track and field events.
- Jury- 3 jury members could be pulled from the officials, and other knowledgeable persons, present to form a jury and handle any appeals. Jury members must not have been involved in the original event or protest. Appendix 20 of the Meet Directors Manual contains more information on appeals and juries including recommended jury members.

SECTION 6: Officiating Track Events - Track Protocols

Officials and Volunteers Recommended—see Appendix 17 of the Meet Director’s Manual for suggested numbers of officials under non-COVID-19 situations

- Starter- (1-2 depending on the number of athletes and sprints vs. distance events)
- Starter Assistance/Recall- (1-2 depending on whether changes are permitted at the start line and if a second starter is available to act as Recall). Starter Assistants strongly encouraged to wear face masks when marshalling and assembling athletes and any other time in close proximity to athletes. NOTE: encouragement to wear face masks is not limited to Starter Assistants
- Umpire – (1-6 depending on complexity of events. Sprint events with only 4 athletes in lanes running 100m vs events with hurdles or relays to be watched). Race Walk events will require an additional 3 race walk judges.
- Referee- (1)
- Photo finish- (1)

Equipment Required

- Start blocks shared by athletes with sanitizing by volunteers from HOC before first event and after each use. Need to sanitize footplates and all metal parts after each race.
- Microphone (megaphone) for starter’s instructions. To be sanitized before and after use (start and end of each shift of starter).
- Starters will start from ground; no starter’s stands used to minimize sanitizing efforts.
- Sanitizing stations at each start area and finish line.

- Hurdles common to several races and heats. Will need sanitizing by volunteers from HOC before first event and after each athlete contact. Volunteers on the hurdle crews should be encouraged to wear gloves when handling hurdles once the competition has started.

Before the Event

- Sign-in as described above
- Review start and finish areas to ensure setup of safety infrastructure
 - Start areas-marshalling areas setup to hold athletes 2 m apart. Mark out areas on track for assembly. Safety cones for setting up holding areas for multiple heats of athletes. Any athlete not competing will be asked to leave the assembly area.
 - Finish line -safety cones and flagging tape to ensure area secure from spectators and quick exit by athletes

During the Event

Marshalling

- Heat sheets with lane assignments should be posted online.
- No call room/tent or common marshaling areas. Athletes required to show up at start line on time.
- Athletes to maintain physical distancing (2 meters apart) by assembling in lanes behind the start line. Every second lane to be used, preferably lanes 2, 4, 6, and 8 to maximize distance from photo finish and other officials in infield. Markings on track to indicate assembly mark.

Starting Sprint Events

- Starting blocks—sanitized after each race by volunteers provided by HOC. Sanitizing to include foot pads and all metal parts that may be touched by athletes.
- To facilitate physical distancing only half of the lanes are to be used, leaving a free lane between each runner.
- Assembly marks indicated on track.

Starting Distance Events

- Assembly marks indicated on track.
- Field sizes limited to protect athletes and capacity of umpire/referee to officiate race.
 - Consider use of 800m and 4x400 start lines to spread athletes out for the first part of the race.

Umpiring

- Enforce rules as best possible with limited umpires (1).

Recording Finish Order and Time

- Photo finish

After the Event

- Competition Secretary time stamps and posts results.
- Athletes responsible for clearing all personal property; no lost and found operated due to hygiene concerns.

SECTION 7: Officiating Field Events - High Jump Protocols

Officials and Volunteers Required—see Appendix 17 of the Meet Director’s Manual for suggested numbers of officials under non-COVID-19 situations

- Chief Judge (1) – calls up athletes, judges faults, uses flags, records results (2nd Recording). Can also double as Bar Judge if required.
- Recorder (1) – verifies jump (observes ‘O’ line), records results (Official Recording), times trials
- Pit Boss (1) – raises and replaces the bar, measures and verifies bar height
- Bar Judge (1) – raises and replaces the bar, operates the height indicator. See note under Chief Judge.

Tarp Volunteers (2) – place, remove, and sanitize the tarps

Equipment Required

- Standards (2)
- Pits
- Clip boards (2)
- Bar (2)
- Measuring Device (1)
- Height indicator (1)
- Cones – for Athlete Assembly areas and to close fan (approx. 10)
- Chairs for Athletes and Officials
- Sanitized tarps for the landing pit
- Products to sanitize tarps or landing pits.

Before the Event

- Sign-in Officials and Volunteers as described above
- Review event venue (fan, pit, designate competition area and athlete assembly areas with flagging, cones etc.)
 - **Athlete Assembly Area**—marked to designate individual area for each athlete, their gear and chair – numbered cones, under shelter as required by weather, 2m apart)

- **Brief Volunteers and Officials**—positions, safety considerations, use of equipment, maintenance of physical distancing throughout all phases of the event.
- Sign-in Athletes at event and indicate individual positions in assembly area (cones)
- Athlete briefing – event protocol, safety considerations
- Warm-up – done individually to ensure physical distancing, placement of markers, warm-up jumps (Officials to provide assistance as required). Athletes must provide their own tape for marks as well as measuring tape or string to make marks.
 - The Warm-up period (usually 30 minutes) for this event may need to be extended in order that Athletes have enough time to get their marks and take practice jumps at the designated heights. Officials and/or Volunteers will need to help the Athlete make their marks. Only one or two Athletes (if their marks are on opposite sides of the fan) will be allowed to make their marks at one time. Once warm-up has begun, Athletes must decide on two heights for practice and their jumps must be consecutive in order to avoid constant replacement and/or sanitization of the tarps.

During the Event

Assembly

- Athletes remain at assigned assembly area until called to jump (only one athlete on fan at a time) ‘Jumping’ – on fan, ‘On Deck’ – alerted, stays in position until previous athlete has left the fan, ‘To Follow’ – alerted, stays in position.

Jumping and Landing

- Mats are a potential risk for indirect contamination and therefore, it is recommended that the host organizing committee apply certain protections and cleaning procedures to prevent cross-contamination between athletes.
- Mats are to be covered by a large tarp that must be fully sanitized before and after each individual athlete. OR;
- Pits are to be covered by a large tarp that is unique to each athlete and put in place and removed before and after each individual athlete/user (therefore multiple tarps needed).
 - [Public Health Agency of Canada: COVID-19 - Cleaning and Disinfecting Public Spaces.](#)
 - [Hard-surface disinfectants and hand sanitizers: List of disinfectants with evidence for use against COVID-19](#)
- After running, jumping, and landing, the Athlete returns to Assembly area.
- If the bar or standards have been touched by the Athlete, they must be sanitized prior to the next athlete jumping.

Officials and Volunteers Protocols

- If there is a change in personnel during the event, then equipment used by the individual involved must be sanitized.

After the Event

- Results verified and brought to Competition Secretary for recording and posting (as needed).
- Athletes remove marks
- Release athletes in a way that physical distancing may be observed.
- All equipment used by Officials, Volunteers and Athletes must be sanitized, venue readied for next competition group.

SECTION 8: Officiating Field Events - Long Jump / Triple Jump Protocols

Officials and Volunteers Required—see Appendix 17 of the Meet Director’s Manual for suggested numbers of officials under non-COVID-19 situations

- Chief Judge (1) – judges faults, flags, reads tape, records results (2nd Recording)
- Recorder (1) – verifies jump (observes legal sequence of movement during Triple Jump), records results, pulls tape through take-off board, places and removes cone on runway (Official Recording). Will also do ‘call up’ if Wind Gauge Operator is not required.
- Pit Boss (1) – observes landing and marks in the pit, helps with raking
- Raker (1) – rakes pit during warm-up and competition
- Wind Gauge Operator (1) – calls up athletes, operates, reads and records wind readings for each trial (this position is not required for athletes in the 9 to 13-year-old age groups).

If multiple boards are to be used (Triple Jump) or plasticine board at take-off board, then consideration will have to be given for physical distancing and also repair of plasticine. Up to two volunteers may be required to help swap in and out boards depending if using new or older style boards.

Equipment Required

- Shovel (1)
- Rakes (2)
- Clip boards (3)
- Measuring spike (1)
- Tape Measure (2)—one is used to measure the jump and the other is stretched along the runway to aid athletes in making their mark.
- Wind Gauge (1)
- Cones (10 – approximately)

Before the Event

- Sign-in Officials and Volunteers as described above
- Review event venue (runway, pit, designate competition area and athlete assembly areas with flagging, cones etc.)

- Designate a ‘foul observation’ area – mark with a cone.
 - **Athlete Assembly Area**—marked to designate individual area for each athlete, their gear and chair – numbered cones, under shelter as required by weather, 2m apart)
 - **Brief Volunteers and Officials**—positions, safety considerations, use of equipment, maintenance of physical distancing throughout all phases of the event.
- Sign-in Athletes at event and indicate individual positions in assembly area (cones)
- Athlete briefing – event protocol, safety considerations
- Warm-up – done individually to ensure physical distancing, placement of markers, warm-up jumps (Officials to provide assistance as required)

During the Event

Assembly

- Athletes remain at assigned assembly area until called to jump (only one athlete on runway at a time) ‘Jumping’ – on runway, ‘On Deck’ – alerted, stays in position until previous athlete has left the runway, ‘To Follow’ – alerted, stays in position

Jumping and Landing

- After running, jumping, and landing, the Athlete returns to Assembly area (in the case of a foul the Athlete may observe the take-off board, from a marked position, and indicated foul mark – speak to Chief Judge).
- Raking should be done after each trial and practice jump.

Officials and Volunteers Protocols

- If there is a change in personnel during the event, then equipment used by the individual involved must be sanitized.

Boards

- Boards should be sanitized each time they are touched by different individuals.
- It is recommended that all who must touch the boards are wearing gloves.

After the Event

- Results verified and brought to Competition Secretary for recording and posting (as needed).
- Release athletes in a way that physical distancing may be observed.
- All equipment used by Officials and Volunteers must be sanitized, venue readied for next competition group.

SECTION 9: Officiating Field Events - Pole Vault Protocols

Officials and Volunteers Required—see Appendix 17 of the Meet Director’s Manual for suggested numbers of officials under non-COVID-19 situations

- Chief Judge (1) – observes for legal jump and clearance of bar, uses flags, measures bar height, records results (2nd recording).
- Call-up Judge (1) – indicates standard depth, calls up athletes, records results (Official Recording), records standard depths for each athlete, times trials
- Pit Boss (1) – raises and replaces the bar, adjusts standard depths (responsible for ensuring both standards are at the right depth and measuring height of bar)
- Bar Judge (2) – raises and replaces the bar, adjusts standard depths, operates the height indicator
- Tarp Volunteers (2) – place, remove and sanitize the tarps

Equipment Required

- Standards (2)
- Pits
- Clip boards (2)
- Bar (2)
- Measuring Device (1)
- Height indicator (1)
- Lifters (2)
- Depth indicator (2 preferable)
- Cones – for Athlete Assembly areas and to close runway (approx. 10)
- Chair for each Athlete and for Officials
- Sanitized tarps for the landing pit
- Products to sanitize tarps or landing pits.
- Tape measure placed along runway to aid athletes taking a mark (2)—one showing metric and one showing imperial. This prevents the athletes from touching the tape to read measures on the other side.

Before the Event

- Sign-in Officials and Volunteers as described above
- Review event venue (runway, pit, designate competition area and athlete assembly areas with flagging, cones etc.)
 - **Athlete Assembly Area**—marked to designate individual area for each athlete, their gear and chair – numbered cones, under shelter as required by weather, 2m apart)
 - **Brief Volunteers and Officials**—positions, safety considerations, use of equipment, maintenance of physical distancing throughout all phases of the event.
- Sign-in Athletes at event and indicate individual positions in assembly area (cones)
- Athlete briefing – event protocol, safety considerations.

- Poles may not be shared.
- Warm-up – done individually to ensure physical distancing, placement of markers, warm-up jumps (Officials to provide assistance as required). Athletes must provide their own tape for marks which they will put in place and remove following the end of the competition. Two tapes will be placed alongside the runway as an aid to Athletes measuring their run up. One tape showing metric measurements, the other showing Imperial. Athletes will not use their own measuring tapes.
 - The Warm-up period (usually 45 minutes) for this event will need to be extended in order that Athletes have enough time to get their marks and take practice jumps at the designated heights. Officials and/or Volunteers will need to help the Athlete make their marks. Only one Athlete will be allowed to make their marks at one time. Once warm-up (jumping or ‘run through’) has begun, Athletes must decide on two heights for practice. They will be allowed 2 ‘run throughs’ and 2 practice jumps at each of their two practice heights. Their jumps and ‘run throughs’ must be consecutive in order to minimize the number of tarp sanitizations and replacements.

During the Event Assembly

- Athletes remain at assigned assembly area until called to jump (only one athlete on runway at a time) ‘Jumping’ – on runway, ‘On Deck’ – alerted, stays in position until previous athlete has left the runway, ‘To Follow’ – alerted, stays in position.

Jumping and Landing

- Mats are a potential risk for indirect contamination and therefore, it is recommended that the host organizing committee apply certain protections and cleaning procedures to prevent cross-contamination between athletes.
- Mats are to be covered by a large tarp that must be fully sanitized before and after each individual athlete. OR;
- Pits are to be covered by a large tarp that is unique to each athlete and put in place and removed before and after each individual athlete/user (therefore multiple tarps needed).
 - [Public Health Agency of Canada: COVID-19 - Cleaning and Disinfecting Public Spaces.](#)
 - [Hard-surface disinfectants and hand sanitizers: List of disinfectants with evidence for use against COVID-19](#)
- After running, jumping, and landing, the Athlete returns to Assembly area.
- If the bar or standards have been touched by the Athlete they must be sanitized prior to the next athlete jumping.

Officials and Volunteers Protocols

- If there is a change in personnel during the event, then equipment used by the individual involved must be sanitized.

After the Event

- Results verified and brought to Competition Secretary for recording and posting (as needed).
- Athletes remove their marks on the runway.
- Release athletes in a way that physical distancing may be observed.
- All equipment used by Officials, Volunteers and Athletes must be sanitized, venue readied for next competition group.
- All Poles used in the competition must be removed and sanitized.

SECTION 10: Officiating Throws Events - SP/HT/JT/DT Protocols

Officials and Volunteers Recommended—see Appendix 17 of the Meet Director’s Manual for suggested numbers of officials under non-COVID-19 situations

- Official Chief – (1)
- Official Marking in the field – (1) (will not touch the implement, athlete will retrieve)
- Official EDM operator – (1) (if there is no EDM the official can pull tape through the circle and the chief can read the tape).
- Technical Manager (or designate)—(1) to weigh throwing implements to confirm consistent with criteria.
- Recorder—(1) if not using EDM equipment and not entering the results directly into the EDM system
- Volunteers – (0) (athletes to retrieve their implement after they made their attempt and Chief to clean circle if needed). A volunteer may be needed to time trials.

Equipment Required

- Each athlete to have their own implement for the event, or one will be provided to the athlete for the event by the HOC. If athletes must share an implement it will be cleaned before the next athlete uses the implement.
- Athletes to hold onto the implement for the entire event.
- Sanitizing station to be established at the throwing site.
- EDM equipment
- Measuring tape
- Steel tape if not using EDM equipment and potential for records to be set.
- Flags
- Clipboards

Before the Event

- Sign-in as described above

- Review event areas to ensure setup of safety infrastructure
 - **Throws areas** - areas setup to facilitate physical distancing (2 m apart) while waiting for their attempt to throw. If an athlete is not competing, they are not allowed to be in the competition area.
 - **Competition areas** - safety cones, fencing or flagging tape to ensure area secure from spectators, coaches, parents, and quick exit by athletes.
 - **Weigh in Station** – Athlete to check in implements before the event to be verified. Athlete will drop implement at the weigh-in area on ground or on a rack. Official will sanitize, pick-up, weigh, re-sanitize before placing back in the weigh area on ground or on the rack for pickup by athlete. Athletes will maintain physical separation while dropping off and picking up implement.
 - **Implements** – from HOC to be weighed in and cleaned.

During the Event

Marshalling

- Athletes responsible to show up to the throws site, maintaining physical distancing (keeping 2m apart) by using the chairs that have been setup.

Starting Throws Events

- Site – to be cleaned after event by Officials
- Warm up to be done by draw order and will be supervised by official to ensure physical distancing measures are observed.

After the Event

- Results verified and sent to Competition Secretary for recording and posting (as needed).
- Release athletes in a way that physical distancing may be observed.
- All equipment used by Officials, Volunteers and Athletes must be sanitized, venue readied for next competition group.