



Track and Field Rulebook



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Enclosed are the official rules and regulations for the 2017 New Orleans Recreation Development Commission (NORDC) Track and Field season. Any and all Track programming conducted at NORDC playgrounds is required to comply with these rules and regulations.

These rules and regulations are intended to enhance a competitive balance between playgrounds, minimize risks to participants, and promote enjoyable participation and sportsmanship. Any activities conducted outside the scope of these rules and regulations will not be considered to be part of the authorized NORDC sports program that entitles players, coaches, and sponsors to certain rights and privileges.

The rules and regulations adopted herein have taken into consideration various sporting authorities with rule governing power not provided by NORDC. However, the NORDC rules and regulations outlined herein will supersede any others when applicable.

Our Site Facilitators are the NORDC officials most closely connected to our athletic programming and will be most informed on matters regarding the playgrounds and applicable athletic leagues. We strongly suggest that parents, coaches, and players contact their playground Site Facilitator for any assistance needed.

Purpose of the Rules and Eligibility Committee

The purpose of the NORDC Rules and Eligibility Committee is to determine the rules and regulations pertaining to the playing of games and environment as well as regulations pertaining to the eligibility of plyers.

The Committee shall consist of one (1) coach from each district, three (3) NORDC Site Facilitators, one (1) industry expert, one (1) parent and one (1) official.

The NORDC Rules and Eligibility Committee, at the request of the Athletic Director, will provide recommendations or rules and eligibility interpretations.

NORDC Rules and Eligibility Committee members shall serve no more than a two (2) year term.

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Program Focus & Overview

CODE OF CONDUCT

The New Orleans Recreation Development Commission (NORDC) encourages people in the New Orleans community to become volunteers on playgrounds and in all of our recreational programs. The safety and security of our participants is our foremost concern. It is the responsibility of NORDC to ensure that our facilities are safe play areas for children and completely free from any form of abuse or inappropriate behavior. We encourage good sportsmanship, fun, and personal improvement over an atmosphere of fierce competition.

For the above stated reasons, all volunteers must comply with appropriate Codes of Conduct as described below. All volunteers must submit a background check from the New Orleans Police Department. Background checks will be valid for a period of one (1) year and will need to be resubmitted following that period. All applications are subject to screening by the New Orleans Police Department.

ILLEGAL SUBSTANCE USE

Use of Illegal Substances is strictly prohibited on all NORDC facilities and during the management of any NORDC program. Any volunteers who participate in the unlawful manufacturing, use, sale, purchase, transfer or possession of illegal substances while involved with NORDC will be turned in to the police department and prosecuted to the fullest extent of the law. NORDC volunteers are not allowed to drink alcohol at any NORDC facilities while volunteering.

INAPPROPRIATE BEHAVIOR

All volunteers are strictly prohibited from any inappropriate behavior, including but not limited to that which could be construed as physical (paddling), emotional (name calling), verbal (profanity) or sexual abuse/harassment (inappropriate touching).

NOTICE OF CRIMINAL PROCEEDINGS

Any volunteer who is arrested or otherwise charged with committing a criminal offense, other than a minor traffic violation, must notify their NORDC supervisor immediately. Failure to give prompt and proper notice will constitute grounds for dismissal.

GOOD SPORTSMANSHIP

Volunteers will promote good sportsmanship, team play, personal improvement, leadership skills and ongoing involvement in recreational activities. Any volunteer that does not display good sportsmanship will be dismissed from all NORDC programs and relieved of all volunteer coaching duties. Examples of poor sportsmanship include, but are not limited to, ridiculing of officials, opposing teams or coaches, and use of profanity.

COMMUNITY RELATIONS

Volunteers will display a positive image of NORDC at all times. All interactions with NORDC staff, participants, other volunteers, parents, the media, and members of the community should be based on mutual respect.

ORGANIZATIONAL

- All teams and coaches participating in sanctioned NORDC Track and Field Leagues will be under the supervision of NORDC and its staff.
- NORDC uses USA Track & Field Rules to govern meets.
- All NORDC volunteer coaches are required to complete all NORDC designated clinics, which are Track and Field Coaches clinic and SafeSport.
- All participants must present a valid NORDC-issued identification (ID) card. These I.D. cards must be shown at all pre-game warm ups.
- All track and field meets will be responsible for having a first aid kit and AED on the premises.
- Each team is responsible for having water available for their players at all times.
- It is the District Manager and Site Facilitator's responsibility to see that the above rules are **STRICTLY** enforced.

New Orleans Recreation Development Commission

Coaches Code of Conduct

- I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes whom I coach;
- I understand that many children participate in sports for numerous different reasons, and that the number one reason is to have fun;
- I understand that as a youth coach I am obligated to honor the games rules, opponents, officials, teammates and self, and to teach players to do the same.

Therefore, by participating as a youth sports volunteer, I will adhere to the following codes:

A. I will create an appropriate environment for our children that:

- Focuses on safety, fun, skill development and education;
- Has a positive lasting impact on the children of our community;
- Promotes building character and learning life skills;
- De-emphasizes a 'win-at-all-costs' attitude;
- Is fair, consistent and best meets the emotional and physical needs of all children;
- Builds a culture where winning is not defined by outcome of competition, but by the individual needs of all the children.

B. I will act responsibly and do my best to assure that:

- I provide playing time for every child that is consistent with the rules of NORDC;
- I properly educate players on the importance of teamwork, effort, having fun and playing fair while properly instructing age appropriate fundamentals and skills;
- I provide players with the best education, instruction and organization possible by attending required meetings, clinics and certifications;
- I am familiar with the objectives of the youth sports program. I strive to achieve these objectives and communicate them to my players and their parents;
- I cooperate with the administrator of our organization in the enforcement of rules and I will report irregularities that violate sound competitive practices;
- I provide a healthy and safe environment for my players, which are in accordance with my leagues' safety procedures and provide safe instruction and use of equipment.

C. I will display appropriate behavior - I understand that violation of the following will jeopardize my privilege to coach.

- I will treat each player, opposing coach, official, parent or administrator with respect and dignity, and refrain from using profanity, intimidations tactics and inappropriate language;
- I will uphold the authority of officials who are assigned to the contest in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.

D. Terminal behavior - I understand that violation of the following codes will result in immediate termination of my privilege to coach with NORDC.

- I will never coach under the influence of drugs or alcohol.
- I will never initiate or participate in any form of verbal or physical assault on staff, volunteer, official, parent or child.

The New Orleans Recreation Development Commission reserves the right to take appropriate disciplinary action involving any coach in violation of the code of conduct.

With my signature, which I voluntarily affix to this contract, I acknowledge that I have read, understood and will do my best to fulfill the promises made herein.

Coach Name (Print)

Coach Signature

Date

New Orleans Recreation Development Commission

Coaches Code of Conduct

Results of Violations

Violations of the ***Coaches Code of Conduct*** will result in written documentation, advisory consultation and possible disciplinary action. The following data outline the disciplinary procedures of the New Orleans Recreation Development Commission. Failure to fully understand the NORDC Code of Conduct policy does not exempt one from the ramifications if such rules are violated whether intentionally or unintentionally.

- **Conduct Codes A and B**
 - Any violation under codes A and/or B will result in verbal consultation by the NORDC Recreation Activities Coordinator and/or Athletic Director;
 - A second violation under codes A and/or B will result in a sit-down consultation between the NORDC Recreation Activities Coordinator and/or the Athletic Director and the coach. Suspension of the coach's privilege to manage/coach NORDC youth sports programs for, at minimum, 1 game will accompany;
 - A third violation under codes A and/or B will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.
- **Conduct Code C**
 - Any violation under Code C will result in a sit-down consultation between the NORDC Recreation Activities Coordinator and/or Athletic Director. Suspension of the coach's privilege to manage/coach and attend NORDC youth sports programs for, at minimum, 2 games, will accompany;
 - A second violation under Code C will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.
- **Conduct Code D**
 - Any violation under Code D will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.

Anyone with knowledge of a violation of the rules listed in NORDC Code of Conduct who fails to report them to the NORDC Athletic Department will result in disciplinary action.

2017 Key Dates and Deadlines

2017 KEY DATES AND DEADLINES

February 11, 2017	January 19, 2017 Staff In-Service Training at Joe W. Brown <i>Rule Committee Meets</i>
February 18, 2017	Coaches and Event Specific Clinic – Throws, Jumps and Hurdles January 25, 2017
February 20, 2017	<i>Rule Committee Meets</i> Practice Begins
March 11, 2017	February 1, 2017 Rule Committee Meets / Registration Ends / Rosters Due First Draft of Rulebook
March 15, 2017	Entry due date for NORDC Tune-Up Track and Field Event
March 18, 2017	NORDC Fun Run Track and Field Event @ Behrman Stadium
March 25, 2017	NORDC Tune-Up Track and Field Event @ Joe W. Brown Victory Stadium
March 29, 2017	Entries due for Morris Jeff Relays
March 31, 2017	Last day for roster add-ons
April 1, 2017	NORDC Morris Jeff Relay @ Joe W. Brown Victory Stadium
April 5, 2017	Entries due for NORDC Tune-Up II Track and Field Event
April 8, 2017	NORDC Tune-Up II Track and Field Event @ Joe W. Brown Victory Stadium
April 12, 2017	Entries Due for NORDC Mims Relays
April 15, 2017	NORDC Mims Relay @ Joe W. Brown Victory Stadium
April 20 and 21 2017	NORDC East District Championship at Joe W. Brown Victory Stadium
April 22, 2017	NORDC West District Championship at Joe W. Brown Victory Stadium
April 29, 2017	NORDC Track and Field City-Wide Championship at Joe W. Brown Victory Stadium

Programmatic Philosophy, Objectives and Eligibility

The competitive balance and integrity of the NORDC Track and Field program are maintained by strict adherence to the following eligibility criteria. NORDC staff and volunteer coaches are responsible to assure that players and their parents are aware of and are in compliance with these criteria.

SECTION 1: AGE RESTRICTIONS

Participants must play in their correct age classification as specified within the rules and regulations below. Additionally, **the players cannot reach 7, 9, 11, 13, and 15 years of age by June 1st of the current calendar year.**

The NORDC Track Program shall also be divided into five (5) separate age Divisions. The Divisions are as follows:

- Novice- 5-6 years old.
- Freshman – 7-8 years old.
- Sophomore – 9-10 years old.
- Junior – 11-12 years old.
- Senior – 13-14 years old.

SECTION 2: NORDC TRACK & ATHLETIC DISTRICTS

2.1 NORDC Track Districts

The NORDC track districts shall be divided as follows:

- EAST - NORDC Downtown and Lakeshore Districts
- WEST- NORDC Uptown and Algiers Districts

2.2 NORDC Athletic Districts Boundaries

Lakeshore District

Beginning at Lake Pontchartrain and the Jefferson Parish Line, South on the Jefferson Parish Line to the Southern Railroad tracks north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to Interstate 610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. East along the St. Bernard Parish line to the Rigolets. West through the Rigolets and Lake Pontchartrain to the Jefferson Parish line.

Downtown District

Beginning at the Mississippi River and Pontchartrain Expressway, North along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to I-610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. West along the St. Bernard Parish line to the Mississippi River. West along the Mississippi River to the Pontchartrain Expressway.

Uptown District

Beginning at the Mississippi River and the Jefferson Parish line, north along the Jefferson Parish line to the Southern Railroad tracks, north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to the Mississippi River to the Jefferson Parish line.

Algiers District

All of Orleans Parish on the westbank of the Mississippi River.

SECTION 3: RESIDENCY & DUAL PARTICIPATION

All participating players shall reside within Orleans Parish.

3.1 Residency Exceptions

****NOTE:** All requests for an exception must be submitted in writing and become effective upon signed approval from the District Manager and Athletic Director.

Allowable residency exceptions include the following:

- Temporary Transfer - If a playground does not have a team in a particular age group, participants may apply to the Athletic Director requesting to play at another playground. Upon completion of that particular season, participants must return to their base playground for two (2) consecutive sports unless the playground does not have teams in the desired age group. If this is the case, the participant will have the option to remain at the transferred playground.

3.2 Dual Participation

- Any player that is registered with his/her school as a varsity track and field participant within an LHSAA program is ineligible to play with NORDC. Any player, who is a member of an LHSAA sanctioned track and field team for the school year starting in July 31, 2017 is ineligible to participate in the 2016 NORDC Track Program. This is inclusive of Varsity teams – Freshman, Sophomore, Junior, and Senior.
- NORDC prohibits dual participation in its own programs. Dual participation with other track and field teams, not affiliated with NORDC or LHSAA, is permissible.

SECTION 4: PLAYER ELIGIBILITY, RESIDENCY & DUAL PARTICIPATION VIOLATIONS

Any challenges of the eligibility credentials of a participant will be fully investigated by NORDC prior to assessment of penalties. Participants will be required to produce certified affidavits with backup documentation to support their eligibility status.

- Verified violators, identified by means of protest as outlined in these regulations, or any other means of identification, will result in immediate expulsion from the track and field program.
- Violators are subject to suspension for the remainder of the year plus one (1) additional athletic program calendar year.

When a player is declared ineligible by the NORDC Rules Committee or the NORDC Athletic Director, NORDC reserves the right to follow these actions:

- The disqualified player shall remain ineligible for the next calendar year.
- The disqualified player's team shall forfeit all events in which the disqualified player's name appeared on the team event sign-in sheet.
- The head coach shall also appear before the NORDC Track and Field Rules Committee for a hearing. After the committee determines the coach's involvement, the head coach may be suspended for one (1) year, with no further coaching responsibilities.

Safety Policies

SECTION 5: FLEXIBILITY & STRETCHING

Flexibility exercises are to be incorporated into the conditioning program utilized during preseason and regular season workouts. Increasing the flexibility of an athlete causes players to be less injury prone and more likely to perform with higher ability.

5.1 Static stretching

A stretch that is held in a challenging but comfortable position for a period of time, usually somewhere between 10 to 30 seconds is considered a static stretch. Static stretching is the most common form of stretching found in general fitness and is considered safe and effective for improving overall flexibility.

5.2 Ballistic Stretching

This form of stretching is **STRICTLY PROHIBITED**. Ballistic stretching is a form of passive stretching or dynamic stretching in a bouncing motion. Ballistic stretches force the limb into an extended range of motion when the muscle has not relaxed enough to enter it. A ballistic stretching example would be a hurdler's stretch where the trunk of the body bounces towards the extended leg to stretch the hamstring.

5.3 Stretching Recommendations

- Any and all stretching done by players should NOT involve drastic stretching or stretching to the point of pain.
- All stretches are to be done slowly.
- Neck bridging is NOT recommended. The neck bridge exercise is demanding and requires precise technique and focus. It may be dangerous because it places considerable stress on the cervical spine and may cause neck injury.

SECTION 6: CONDITIONING & PRACTICES

6.1 Preparation

- Each coach is REQUIRED to plan all practices in advance.
- Every practice is required to incorporate proper calisthenics and stretching at the beginning of each practice session.

6.2 Conditioning

- Any conditioning exercises are NOT to be used as punishment. Site Facilitators will monitor practices to ensure this practice is adhered to.
- Conditioning of players is to concentrate on building cardiovascular strength by incorporating jogging, sprint drills and callisthenic exercises.
- It is extremely important that Coaches ensure that ALL players are properly hydrated by drinking adequate amounts of water before, during, and after workouts.
- The administration of salt tablets, vitamins, any form of medication or sports enhancing additives, drugs, and/or supplements to players is STRICTLY PROHIBITED.

6.3 Practice Structure/Scheduling

- No team will be allowed to practice unless their coach is present.
- Practice sessions are to be limited to thirty (30) minute intervals with a ten (10) minute break between each interval. Overall practice sessions must be limited to two (2) hours per day, including break times.
- All practices must end by 9:00pm.
- Practice is to be authorized by at NORDC Site Facilitator/District Manager at times when the playground or gym will be open, with availability to first aid equipment, water and telephone.

First Aid & Emergency Policies

SECTION 7: FIRST AID

- Coaches shall always be prepared to seek immediate medical attention for any and all injuries that occur.
- NORDC supervisory personnel are trained in first aid and CPR procedures. In emergency situations, coaches are to seek assistance from NORDC supervisory personnel, as well as a physician, nurse or any other emergency medical personnel present at the practice and/or game site.
- Any and all injuries, regardless of severity and site of injury, must be reported to the playground Site Facilitator. All details and information about the injury must be accurately documented on a NORDC injury report and submitted in a timely manner.
- Coaches are required to have their players' phone numbers and emergency contacts on file and readily available for use in the event of an emergency situation. Parents must be immediately advised of all injuries.
- Each NORDC playground and gym maintains first aid supplies in a designated area. Coaches are required to know where these supplies are located at their playground for quick accessibility in the event of an emergency situation.
- Each playground and gym is equipped with a first-aid kit.

SECTION 8: EMERGENCIES

8.1 Heat Related Illnesses

Overexposure to heat causes heat related illness. Once the signs and symptoms of a heat related emergency begin to appear, the player's condition can quickly become life threatening. Recognizing heat related signs and symptoms in its early stages increases the chances of reversing symptoms.

Heat Cramps

These are the first signals that the body is having trouble with the heat. Signs and symptoms include painful muscle spasms occurring in the legs and abdomen.

Treatment:

- Have the player rest in a cool place.
- Give cool water to drink.
- Lightly stretch the muscle and gently massage the area.
- When the cramps stop completely, the player can usually start activity again if there are no other signs or symptoms of illness.
- Encourage the player to continue drinking plenty of fluids.
- Carefully monitor the player for further signs or symptoms of heat-related illness.

Heat Exhaustion

Signs and symptoms include cool, moist, pale, ashen or flushed skin, headache, nausea, dizziness, weakness, and severe fatigue.

Treatment:

- Move player to cooler environment with circulating air while applying wet towels.
- Loosen or remove clothing.
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes.
- Discontinue player's participation in practice or competition.
- Carefully monitor the player for any changes in condition and/or additional signs or symptoms of a more serious condition.

Heat Stroke:

Heat stroke is a **SERIOUS LIFE THREATENING MEDICAL EMERGENCY**. Signs and symptoms include refusing water, vomiting, red appearance, hot to touch, dry skin, rapid and weak pulse, and/or shallow breathing.

Treatment:

- Move player to **cooler** environment with circulating air while applying wet towels.
- Keep player lying down---if vomiting, place player on their side.
- Remove/loosen any tight clothing.
- Apply cool, wet cloths. Ice packs should be applied on player's wrists and ankles, on the groin, each armpit, and on the neck to cool the large blood vessels. Be sure to place a cloth barrier between the skin and the ice pack.
- **DO NOT APPLY RUBBING ALCOHOL.**
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes.
- If there is a **change in consciousness, 911 should be called immediately** as this is life threatening.

8.2 Physical Injuries

When a player is injured, be careful and be sure to leave the player lying flat, especially when a head, neck, or spine injury is involved. Do not move the player, get medical treatment right away.

Bruises

The simplest type of closed wound is a bruise. This occurs when an injury causes blood and other fluids to seep into the surrounding tissues, which results in the area swelling and changing color.

Treatment:

- Elevate injured part as long as **IT DOES NOT CAUSE MORE PAIN.**
- Apply direct pressure on the area to decrease bleeding beneath the skin.
- Apply wrap ice with a damp cloth or small bag of ice to the injured area for a period of about 20 minutes. Place a thin cloth barrier between the ice and bare skin. Remove the ice for 20 minutes before reapplying.

****NOTE:** Do not assume that all closed wounds are minor injuries. Coaches and/or trainers should examine the player to determine whether or not more serious injuries could be present. Should the player have any of the following signs/symptoms, 911 should be called immediately:

- Player complains of severe pain or cannot move a body part without pain.
- The force that caused the injury was great enough to cause serious damage.
- The injured extremity is blue or extremely pale.

Fractures

Closed fractures are a complete break, chip or a crack in a bone and the most common type of fracture. Open fractures are more dangerous due to bone breaking the skin, which will cause risk of infection and severe bleeding.

Always suspect a serious injury when any of the following signals are present:

- Significant deformity
- Extreme bruising and swelling
- Inability to normally use the affected part
- Bone fragments sticking out of a wound
- Player complains of feeling bones grating
- Player felt or heard a snap or pop at the time of injury
- Injured area is cold to the touch and/or the affected area feels numb
- Cause of the injury suggests that the injury may be severe

****NOTE:** If the fracture involves a large bone such as the thigh, has severed an artery and/or is affecting breathing, the injury is life threatening and 911 should be called immediately.

8.3 General Muscles, Bone & Joint Care

Remember RICE!

- **Rest.** Rest and protect the injured or sore area. Stop, change, or take a break from any activity that may be causing your pain or soreness.
- **Ice.** Cold will reduce pain and swelling. Apply an ice or cold pack right away to prevent or minimize swelling. Apply the ice or cold pack for 10 to 20 minutes, 3 or more times a day. After 48 to 72 hours, if swelling is gone, apply heat to the area that hurts. Do not apply ice or heat directly to the [skin](#). Place a towel over the cold or heat pack before applying it to the skin.
- **Compression.** Compression, or wrapping the injured or sore area with an elastic bandage (such as an Ace wrap), will help decrease swelling. Don't wrap it too tightly, because this can cause more swelling below the affected area. Loosen the bandage if it gets too tight. Signs that the bandage is too tight include numbness, tingling, increased pain, coolness, or swelling in the area below the bandage. Talk to your doctor if you think you need to use a wrap for longer than 48 to 72 hours; a more serious problem may be present.
- **Elevation.** Elevate the injured or sore area on pillows while applying ice and anytime you are sitting or lying down. Try to keep the area at or above the level of your [heart](#) to help minimize swelling.

Splinting

- Splint only if the person must be moved or transported by someone other than emergency medical personnel.
- Splint only if you can do so without causing more pain.
- Splint an injury in the position you find it.
- Splint the injured area and the bones or joints above and below the injury.
- Check for circulation (feeling, warmth and color) before and after splinting.

****NOTE:** HEAD, NECK AND BACK INJURIES MAY CAUSE UNINTENTIONAL DEATH OR LIFELONG NEUROLOGICAL DAMAGE---CONTACT 911!!! **Player should not be moved.**

8.4 Safety Precautions

Bodily Fluids/Blood

NORDC employees, league commissioners and volunteer coaches are to be aware of and monitor situations during practice and competitions, when there is an injury that results in blood being present. Good hygiene shall be practiced. Towels, uniforms, cups and water bottles should not be shared. Staff and volunteers must be cognizant that anytime there are blood and body fluids present, there is the possibility that those fluids may transmit infectious disease. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids are considered potentially infectious.

Before competing, all players must cover wounds on their body. Practice or competition must be stopped and any injured player must be immediately attended to.

In the event of injury or sickness involving blood or bodily fluids, the following procedures must be followed:

- If at all possible, the injured person shall render first aid to himself and cover his own wound.
- When rendering first aid, protective gloves must be worn when it is anticipated blood or bodily fluids are involved.
- Clean gloves must be worn for each individual treated.
- Do not wear the same gloves for multiple injured parties.

Concussion Protocol

SECTION 9: SIGNS AND SYMPTOMS

Players who experience any of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY PLAYER
Appears dazed or stunned	Headache or “pressure “ in head
Is confused about assignment or position	Nausea or vomiting
Forgets instructions	Balance problems or dizziness
Is unsure of game score or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to sound
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows, mood, behavior, or personality change	Concentration or memory problems
Can’t recall events prior to hit or fall	Confusion
Can’t recall events after hit or fall	Does not “feel right” or is “feeling down”

SECTION 10: ACTION PLAN

If you suspect that a player has a concussion, the following four (4) steps should be taken:

1. Remove player from competition.
2. Ensure that the player is evaluated by an appropriate health care professional. Non-medical personnel such as the coach should NOT judge the seriousness of the injury.
3. The coach should inform the player’s parents or guardians about the possible concussion and provide the fact sheet on concussion.
4. Keep the player out of play the day of the injury and until an appropriate health care professional has provided written clearance to return to practice and play. (*See Post Concussion Medical Clearance Form in the appendix section*)

WHEN IN DOUBT, SIT THEM OUT...

Meet Policies & Procedures

SECTION 11: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS

11.1 Scheduling

There will be no changes to the regular schedule of track meets, except for extreme emergencies, weather conditions, or if deemed necessary by the Athletic Director.

11.2 Protests

Protests for the current season must be submitted in writing by the Head Coach to the Site Facilitator. After review and verification, the Site Facilitator submits the recommended protest in writing to the respective District Manager. The grounds for protest include the following:

- Eligibility of coaches and players;
- Residence;
- Validity of identification; and,
- Dual participation

****NOTE:** The burden of proof, once team rosters have been accepted, will be on the protesting party. If proven to have ineligible player(s), appropriate penalty will apply.

All validated protests will be reviewed by the NORDC Rules Committee and a decision will be rendered within forty-eight (48) workday hours of receipt of the protest.

11.3 Forfeitures

- All participants must check in at the clerk of course prior to his/her event. If a participant fails to check in by the 3rd and final call they will forfeit their participation.
- Teams that fail to comply with pre-event check in times could be subject to forfeiture of event .
- Forfeiture determinations can only be declared by the official.
- There will be three calls prior to an event: 1st call , 2nd , 3rd and final call 5 minutes prior to the event.

11.4 Suspensions

Track and field events suspended for weather conditions may be resumed at a later date from the point at which it was suspended, if deemed necessary by the Athletic Director. Meets will only be suspended in the event of extreme weather.

SECTION 12: TEAM ROSTERS

The official team roster is a vital document that allows NORDC to verify the credentials of players at game sites. The official team roster is produced by the NORDC office through the RecTrac system.

- Event registrations are due four (4) days before the meet being entered.
- All coaches' names must appear on all rosters. The maximum number of coaches allowed is four (4): one (1) head coach and two (3) event-specific assistants.
- Fully completed rosters, typed or printed in ink on original NORDC issued forms must be submitted to the Site Facilitator. The Site Facilitator is responsible for scanning them to NORDCAthletics@nola.gov.
- The player registration forms and signed Coaches Agreements must be submitted along with the rosters.

After NORDC rosters are submitted, transfer from roster to roster will only be allowed if a team folds before March 2, 2017. After March 2, 2017, transfers from roster to roster is prohibited by rule.

****NOTE:** In cases of personal emergencies and/or where necessary for maintaining a competitive balance, the NORDC Athletic Director reserves the right to consider roster transfers after the March 2,

2017 deadline set forth above. Transfers for players of teams that drop out of the league will be granted for a two (2) week period following the end of the add-on deadline.

SECTION 13: COACHING STAFF ROLES & RESPONSIBILITIES

- Any and all coaching staff is required to give consent for NORDC to conduct a criminal background check. The background check includes but is not limited to sex offender registries maintained by the Louisiana State Police, child abuse and criminal history records. The appointment of a volunteer is conditional upon receiving no inappropriate information on the background check.
- Coaches and Site Facilitators are responsible for knowing and abiding by all the policies, procedures, rules, and regulations outlined in this manual, where applicable.
- Coaches are required to attend the NORDC rules clinic meeting. Any coach failing to attend rules clinic meetings or subsequent make up clinic will not be allowed to coach.
- All coaches are expected to set a positive example, especially in their behavior and sportsmanship, to their team. The use of PROFANITY is **STRICTLY PROHIBITED AT ALL TIMES**.
- Ridicule or harassment of officials by coaches or members of his team, the opposing team, or otherwise, will not be tolerated.
- Coaches are required to keep their respective team on the field or track during a track meet. If any coaches remove their team during the meet, they will be subject to dismissal by NORDC.
- NORDC volunteer coaches are allowed to serve as officials in games within the same class or division as their team.
- Coaches ejected from a track meet are required to immediately leave the facility, are suspended from their team's next track meet, and may not attend the meet from which they are suspended. If a suspended coach returns to the facility after the meet and engages in unsportsmanlike conduct such as confronting a game official, the suspended coach shall be subject to further disciplinary action.
- Coaches are not allowed on the track, infield, or clerk area during a track meet unless otherwise authorized by an NORDC official.

SECTION 14: PLAYING AREA AND EQUIPMENT

The following playing equipment is permissible at the NORDC Track and Field program.

- All parks are required to provide their own batons for their relay teams.
- Starting blocks will be provided at all track sites, but are not required to be used during the meet.
- Track shoes with ¼ inch spikes, or shorter, are permitted in all age groups.

SECTION 15: GENERAL MEET RULES

1. Participants ages 5-12 may only compete in three (3) events per track & field event. **ANY THREE EVENTS.** Participants ages 13-14 may participate in (4) events
 - An athlete may be listed as an alternate on a relay, but it will not count as one of the three events unless he/she runs in the relay.
 - An athlete will be disqualified from the last event in which they participated, based upon the meet schedule provided by NORDC.
2. All relay runners must have on the same color shirts.

3. One false start will be charged to the field. The second false start will be charged to the competitor and will result in a DQ (disqualification) of the charged runner.
4. Only officials will be allowed in/on the track /track area. All coaches not adhering to said rule will cause a DQ of his/her team member or team. Coaches shall be given one (1) warning before DQ rule can take place.
5. Each city wide championship race/event will contain only eight (8) participants, four (4) each from the two districts (East & West). City wide participant (qualifiers) will be divided equally between the districts.
5. Scoring will be on a 6 place scale:
 - 1st place = 10 points
 - 2nd place = 8 points
 - 3rd place = 6 points
 - 4th place = 4 points
 - 5th place = 2 points
 - 6th place = 1 point
7. If an immediate written protest is made, in order to protect the rights of all concerned: Regarding a decision of a Field Judge that a jump or throw is foul is invalid, the jump or throw should be measured, if possible. The measurement should be announced only if the protest is upheld. The protest must be submitted 30 minutes after the infraction, with the exception of the 4x400 meter relay which has to be filed immediately.
8. All playing rules will be USA Track & Field playing rules for this program except where changed within this handbook.

SECTION 16: Competitor Check-In

All runners shall report to the Clerk of Course immediately upon their arrival at the meet and no later than the check-in time designated in the entry blank or the meet information distributed by NORDC. All field event competitors shall report to the Chief Field Judge of their respective events at the designated time unless instructed to report to the Clerk of Course in the meet information distributed by NORDC.

SECTION 17: Athletic Attire

In all events competitors must wear clothing that is clean, designed and worn so as not to be objectionable. The clothing must be made of a material that is not transparent even if wet. The competitors must not wear clothing that could impede the view of the judges. This rule shall be enforced by the Clerk of Course for track events and the Chief Judge of each field event. The no jewelry rule will be enforced (rings, necklaces, bracelets etc.), with the exception of watches.

SECTION 18: Disqualification

If an athlete is disqualified in an event because of an infringement of the NORDC competition rules, reference to the NORDC Rule infringed shall be made in the official results. Any performance accomplished up to that time in the same session of the event shall not be considered valid. Performances accomplished in any previous event session, such as a qualifying round, or previous events of a combined event, shall stand. The disqualification shall not prevent an athlete from participating in any future event.

Any competitor who shall refuse to obey the directions of the Referee, or any other proper official, or who shall conduct himself/herself in an unsportsmanlike manner, or who is offensive by action or language to the officials, spectators, or competitors at any competition may be disqualified by the Referee from further competition at the meet. If such disqualification occurs, any performance accomplished up to that time in the same event session, such as qualifying round or previous events of a combined event, shall stand. If the Referee thinks the offense worthy of additional action, he/she shall promptly make detailed statement of the offense to the appropriate NORDC official.

If an athlete is cited for a second (or subsequent) time for acting in an unsporting or improper manner, in different rounds of one event, or in different events, the athlete shall be disqualified from such second (or subsequent events).

SECTION 19: THE START

When starting, all competitors must be behind the starting line and they must not touch the starting line or the surface in front of it with any part of the body. Starting positions in events at all distances shall be numbered in order that the lowest number is closest to the inner edge of the track. NOTE: For this Rule, hair is not considered a body part.

All questions concerning the start shall be decided by the Starter.

Prior to each running event, the Starter or designee shall give instructions to competitors concerning the commands to be used. Before any starting commands, the Starter shall ascertain that the applicable Timers and Finish Line Judges are ready.

In races where the competitors are not placed behind the same starting line (i.e., races of 200m to 800m on oval tracks), the Starter should use a microphone transmitting to speakers positioned at or near the starting line in each lane relaying the commands and any start and recall signals to all competitors at the same time. Where such a device is not used, the Starter shall so be placed that the distance between the Starter and each of the competitors is approximately the same.

Except for time handicap races, all running and walking events shall be started by the report of a pistol or approved device fired upward. The starting device should be held to provide a background against which the flash/smoke is clearly discernible.

(a) Where a pistol is used, it should be of not less than .32 calibers, with black powder shells giving a distinct flash/smoke, except in indoor competition, where a .22 caliber pistol may be used.

(b) When an electronic tone is used, it shall be of suitable loudness (>90dB at 15 feet) and shall simultaneously activate a flash/strobe.

(c) In time handicap races, the start command "Go" may be used. 6. The commands of the Starter shall be:
a) In races not exceeding 400 meters, "on your marks" and "set." b) In races exceeding 400 meters, "on your marks." Before the command "on your marks," the Starter may assemble the competitors at an actual

or imaginary line between 1m and 3m behind the starting line. No later than the command “on your marks,” the Starter shall raise the hand with the pistol or flash/starting device. That hand shall remain extended above the head until the start signal has been generated. During that time, the hand without the pistol/starting device shall remain at the Starter’s side.

NOTE 1: The above may be modified to accommodate the hearing impaired.

NOTE 2: To facilitate hand timing, the Starter may signal the Timers just prior to the 'set' command.

In races up to and including the 400 Meters and lead-off relay legs not exceeding 400 meters, a crouch start and starting block must be used, unless prohibited by a permanent physical disability or age. Each competitor must, after the “on your marks” assume a position completely within the assigned lane and behind the start line. Both hands and at least one knee must be in contact with the ground and both feet in contact with the foot plates of the starting block. At the "set" command, the competitor shall immediately rise to a final starting position retaining the contact of the hands with the ground and of the feet with the foot plates of the starting block. After the Starter has ascertained that all competitors are “set,” the pistol/starting device shall be fired.

In races longer than 400 Meters, all starts shall be made from a standing position. Each competitor must, after the “on your marks” command, assume a position behind the start line and if applicable, completely within the assigned lane, without a starting block and shall not touch the ground with his/her hand or hands during the start. After the Starter has ascertained that all competitors are steady and in the correct starting position, the pistol/starting device shall be fired.

On the command “on your marks,” or “set” as the case may be, all competitors shall at once and without delay assume their full and final starting position.

The Starter shall not fire the pistol/starting device, or give the start command, while any competitor is in motion nor before the Starter has ascertained that each competitor is steady and in the correct starting position.

Should the Starter or any Recall Starter not be satisfied that all is ready to proceed after the competitors are on their marks, he/she shall cancel the start and order the competitors to “stand up.” Upon reassembly, a green card shall be shown to all the athletes to indicate that a violation was not committed by any athlete.

A competitor, after assuming a full and final set position, shall not commence his/ her start until first receiving the report of the pistol/starting device. If, in the judgment of the Starter, the athlete does so any earlier, it will be deemed a false start. As soon as the Starter and/or an assigned Recall Starter hears the acoustic signal, and if the gun was fired, there shall be a recall. The Starter shall immediately examine all the available numerical and graphical information generated by the false start control apparatus in order to confirm which athlete(s), if any, is/are responsible for the apparatus emitting a signal. Unless the apparatus was obviously not working properly, appropriate action shall be taken with respect to the athlete(s) with a reaction time faster than 0.100 of a second.

NOTE 1: Motion by a competitor that does not include or result in one or both hands leaving contact with the ground, or one or both feet losing contact with the foot plates of the starting blocks, shall not be considered commencement of the start. Such instances may, if applicable, be subject to a disciplinary warning or disqualification.

NOTE 2: Athletes starting races in a standing position are more prone to overbalance. If such a movement is considered to be accidental, the start should be regarded as ‘unsteady’. If an athlete is pushed or jostled

over the line before the start, that athlete should not be penalized. Any athlete causing such interference may be subject to a disciplinary warning or disqualification.

Any competitor(s) charged with a false start shall be disqualified and a red card/flag shall be placed on the respective lane marker(s), or raised in front of the respective athlete(s).

NOTE: In practice, when one or more athletes commit a false start, others are inclined to follow and, strictly speaking, any athlete who does so has also committed a false start. The Starter should warn or disqualify only such athlete or athletes who, in the Starter's opinion, was/were responsible for the false start. This may result in more than one athlete being warned or disqualified. If the false start is not due to any athlete, no warnings shall be given and a green card shall be shown to all the athletes.

The Starter or any Recall Starter, after the start signal, who is of the opinion that the start was not fair, or who hears the false start acoustic signal generated by a false start detection apparatus shall recall the competitors by firing a pistol or sounding a distinctive recall tone.

NOTE: A recall, for a fall by a competitor, shall occur only when the opinion of a member of the start team is such that the fall is wholly part of an "unfair start". Any incident recalled for an "unfair start" must have taken place within close proximity to the start line and be clearly associated with the start. A distance beyond 10 meters shall not be considered "close proximity" to the start line.

The Starter or any Recall Starter shall abort the start, and report to the Referee for improper conduct or for acting in an unsporting manner, an athlete who:

(a) after the command "on your marks" or "set" as appropriate, and before the report of the pistol/starting device, signals to abort the start by an action such as raising a hand or standing from a crouched position and does not provide a valid reason for such action; or

(b) in their judgment, fails to comply with the provisions of the command "on your marks" or "set" as appropriate, does not attain a full and final starting position after a reasonable time; or

(c) in their judgment, after the command "on your marks", disturbs other competitors in the race through sound or otherwise; or

(d) in their judgment, performs any other misconduct at the start.

In these cases, the Referee shall act in accordance with Rule 19, warning or disqualifying (in case of a second infringement of the Rule during the same competition) upon validation of the report.

SECTION 20: RUNNING COMPETITION

Competitors shall be placed at the finish in the order in which any part of their bodies (i.e., the "torso," as distinguished from the head, neck, arms, hands, legs, or feet) reaches the finish line.

Each competitor shall run in a direct line after entering the final straightaway in all races of two or more turns unless there is another competitor in his or her path.

Any competitor or participant jostling, running across, or obstructing another competitor or participant so as to impede his or her progress shall be liable to disqualification in that event. The Referee shall have the authority to order the race to be re-held, excluding the disqualified competitor or, in the case of a heat, to

permit any competitor(s) seriously affected by jostling or obstruction (other than the disqualified competitor) to compete in a subsequent round of the race. Normally, such an athlete should have completed the event with bona fide effort. Regardless of whether there has been a disqualification, the Referee, in exceptional circumstances, shall also have the authority to advance a competitor seriously affected by jostling or obstruction or to order the race to be re-held if it is just and reasonable to do so. NOTE: Some factors to be considered when determining a disqualification include safety, equitable competition, severity of the infraction and resulting consequence.

Each competitor must keep in the lanes outside the line or curb marking the inside of the track.. In races run entirely in lanes, each competitor must keep in the allotted lane from start to finish. In races run partially in lanes, each competitor must keep in the allotted lane from the start to the marked cut-in points.

Unless a material advantage has been gained a competitor shall not be disqualified if he or she:

- (a) Is pushed or forced by another competitor to step out of the lane, or
- (b) Steps out of the lane on the straightaway, or
- (c) Steps or runs outside of the outer lane line on the curve.

Excluding the above exceptions, the Referee shall disqualify a competitor if an Umpire reports that the competitor has stepped out of the lane.

NOTE: Material advantage includes improving position by any means, including exiting from a 'boxed' position in the race by having stepped or run inside the inside edge of the track.

Leaving Track, Field, or Course:

- (a) No competitor, after voluntarily leaving the track or course, shall be allowed to rejoin a race either for the purpose of gaining a place or to pace or to assist another competitor. The competitor shall be recorded as not finishing the event. A competitor attempting to re-enter the race shall be disqualified.
- (b) In field events and in the combined events, with the permission of the Chief Judge of the event and accompanied by an official, a competitor may leave the immediate area of the competition during the progress of the competition (other than during a race). Competitors excused to compete in another event need not be accompanied.

To be considered a finisher, a competitor must complete the race.

SECTION 21: Relay Races

The standard distances shall be: 4x100m, 4x200m, and Sprint Medley Relay (200, 200, 400, 800).

In the 4x100m, 4x200m and other relay races where the distance of an incoming leg is 200m or less, the outgoing member of the team may commence running not more than 10m outside the exchange zone. A distinctive mark shall be made in each lane to denote this extended limit. If a runner does not follow this Rule, his/her team shall be disqualified.

In the 4x400m and the last two legs of the outdoor Sprint Medley Relay runners are not permitted to begin running outside their exchange zones, and shall start within the exchange zone. If a runner does not follow this Rule, his/her team shall be disqualified.

In the 4x400m race, the third and fourth leg runners, under the direction of a designated official, place themselves in their waiting position in the same order (inside to out) as the order of their respective team members as they pass the point 200m from the finish of their leg. Once the incoming runners have passed this point, the waiting runners shall maintain their order, and shall not exchange positions at the beginning of the exchange zone. If a runner does not follow this Rule, his/her team shall be disqualified.

The baton shall be carried by hand throughout the race. Competitors are not permitted to wear gloves or to place material or substances on their hands in order to obtain a better grip of the baton. If dropped, it shall be recovered by the runner who dropped it. He/she may leave any assigned lane to retrieve the baton provided that, by doing so, the distance to be covered is not lessened. In addition, where the baton is dropped in such a way that it moves sideways or forward in the direction of running (including beyond the finish line), the runner who dropped it, after retrieving it, must return at least to the point where it was last in hand, before continuing in the race. Provided these procedures are adopted where applicable and no other runner is impeded, dropping the baton shall not result in disqualification. Otherwise, if a runner does not follow this Rule, his/her team shall be disqualified.

The baton shall be passed within the exchange zone. The passing of the baton commences when it is first touched by the receiving runner and is completed the moment it is in the hand of only the receiving runner. In relation to the exchange zone, it is only the position of the baton that is decisive. Passing the baton outside the exchange zone shall result in disqualification.

Runners, before receiving and/or after handing over the baton, should remain in their respective lanes or maintain position until the course is clear to avoid obstruction to other competitors. Should any runner willfully impede a member of another team by running out of position or lane at the finish of the leg, the team of the impeding runner shall be disqualified.

Assistance by pushing or by any other method shall result in disqualification.

In all relay races, not more than six (6) athletes may be entered for each team. Any four athletes from among those entered for the competition, whether for the relay or any other event, may be used in the composition of the relay team for any round. However, once a relay team has started in a competition, only two additional athletes may be used as substitutes in the composition of the team. The composition of the relay team and the order of running shall be officially declared no later than one hour before the published first call time for the first heat of each round of the competition. Further alterations may be made only on medical grounds (verified by a medical officer) and only until the final call for the particular heat in which the team is competing. Each member of a relay team may run one leg only. If a team does not follow this Rule, it shall be disqualified.

SECTION 21: Field Events

In all NORDC field events:

- (a) No competitor shall have more than one trial recorded in any one round of the competition.
- (b) Each competitor shall be allowed three trials.

Attempts shall be recorded as follows: a valid attempt shall be indicated by the measurement taken.

LONG JUMP

COMPETITION

The length of the run is unlimited. Each competitor shall be credited with the best of all his/her jumps.

When leaving the landing area, an athlete's first contact by foot with its border or the ground outside shall be further from the take-off line than the nearest break in the sand.

NOTE: This first contact is considered leaving.

It shall be counted as a failure or foul if any competitor:

- (a) While taking off, touches the ground beyond the take-off line with any part of his or her body, whether running up without jumping or in the act of jumping; or
- (b) Takes off from outside either end of the board, whether beyond or before the extension of the take-off line; or
- (c) Employs any form of somersaulting whilst running up or in the act of jumping; or
- (d) After taking off, but before first contact with the landing area, touches the runway or the ground outside the runway or outside the landing area; or
- (e) In the course of landing, touches the border of or the ground outside the landing area closer to the take-off line than the nearest break made in the sand; or
- (f) Leaves the landing area in any manner other than that described in the above rules; or
- (g) If no plasticine or other marker material is being used, breaks the plane of the take-off line with the shoe/foot.

A competitor shall not be regarded to have failed if:

- (a) He or she runs outside the white lines marking the runway at any point; or
- (b) A part of his or her shoe / foot is touching the ground outside either end of the take-off board, before the take-off line; or
- (c) If in the course of landing, he or she touches, with any part of his body, or anything attached to it at that moment, the ground outside the landing area, unless such contact contravenes Rule 185.5(d) or (e); or
- (d) He or she walks back through the landing area after having left the landing area
- (e) He takes off before reaching the board

THROWING EVENTS - GENERAL RULES

In all throwing events from a circle, the throw must commence from a stationary position within the circle. A competitor is allowed to touch the inside of the iron band or stopboard, excluding the top inside edge. However, it shall be a foul throw if, after commencing the throw and prior to its completion, the competitor:

- (a) Does not start from a stationary position within the circle,
- (b) Touches the top of the iron band or stopboard or painted circle, including the top inside edge of each,
- (c) Touches with any part of the body the surface outside the circle,
- (d) Releases the shot or the javelin other than as permitted under NORDC rules.
- (e) Leaves the circle improperly or before the implement has landed.

In all throwing events, a competitor who has not otherwise committed a foul may interrupt a trial once started, may lay the implement down, inside or outside the runway or circle, may leave the runway or circle before returning to the runway or to a stationary position in the circle, and begin a fresh trial. When leaving a circle, the competitor must do so from the rear half.

The competitor must not leave the circle until the implement has touched the landing surface. When leaving the circle, the competitor's first point of contact with the top of the iron band and/or the surface outside the circle must be completely behind the white line that is drawn outside the circle running theoretically through the center of the circle. The first contact with the top of the iron band or the ground outside the circle is considered leaving.

For a throw to be valid in the Shot Put, the implement must, in contacting the ground when it first lands, be completely within the inner edges of the lines of the sector.

NOTE: A throw may be valid even if any part of the implement has touched the cage provided no other rule is infringed.

The measurement of each throw shall be made immediately after the throw. The measurement mark in the landing area, for all attempts, shall be preserved until removal is authorized by the official responsible for the event.

(a) In the Shot Put, the measurement of each throw shall be made from the nearest mark made by the fall of the discus, shot to the inside of the circumference of the circle along a line from the mark to the center of the circle. In the Javelin Throw, the measurement of each throw shall be made from where the metal head first struck the ground to the inside edge of the arc along a line from the point of the fall to the center of the circle of which the arc is a part.

NOTE: The same rules shall apply for softball throw as apply for the shot put.

Hurdles General Rules

All races shall be run in lanes. Each athlete shall jump each hurdle and shall keep to his or her own lane throughout. In addition to the applicable provisions of Rule 163, a competitor shall be disqualified if:

- (a) His/her leg or foot is, at the instant of clearance, beside the hurdle (on either side) below the horizontal plane of the top of any hurdle; or,
- (b) In the opinion of the Referee, he/she deliberately knocks down any hurdle.

NOTE: The knocking down of one or more hurdles does not disqualify the athlete nor prevent a record provided standard 3.6kg pull-over weight hurdles have been used.

SECTION 22: DESCRIPTION OF NORDC TRACK & FIELD EVENTS

22.1 Field Events

EVENT	AGE GROUP	COACHO/ HY-TEK CODE
Standing Long Jump	5-6	LJ
Running Long Jump	7-8 through 13-14	LJ
Softball Throw	5-6	SP
Shot Put	7-8 9-10, 11-12, 13-14	SP
Turbo Javelin	7-8 9-10, 11-12, 13-14	JT
Discus	11-12, 13-14	DT

22.2 Track Events

EVENT	AGE GROUP	COACHO/HY-TEK CODES
100 Meter	5-6 through 13-14 Age Groups	100
200 Meter	5-6 through 13-14 Age Groups	200
400 Meter	7-8,9-10 11-12, and 13-14 Age Groups	400
800 Meter	9-10, 11-12 and 13-14 Age Groups	800
1500m	9-10, 11-12, 13-14	1500
4x400 Relay	9-10, 11-12, 13-14 Age Groups	1600
4x100 Relay	5-6 through 13-14 Age Groups	400
4x200 Relay	7-8 through 13-14 Age Groups	800
80 Meter Hurdles	11- 12	80H
100 Meter Hurdles	13-14	100H

22.3 Implement Weights

IMPLEMENT	WEIGHT BY AGE
Shot Put	6lbs. (9-12 girls & boys); 13-14 girls; 4k (13-14 boys)
Discus	1k (11-14 boys & girls)
Turbo/ Aero Javelin	300g 7-10 boys & girls 300gr; (11-12 boys & girls); 600gr (13-14 boys & girls)

22.4 Hurdle Placement and Height

Girls

Age	Distance	Number	Height	To 1 st	Between	Last to Fin.
11-12	80	8	30"	12m	7.5	15.5
13-14	100	10	30"	13m	8m	15m

Boys

Age	Distance	Number	Height	To 1 st	Between	Last to Fin.
11-12	80	8	30"	12m	7.5	15.5
13-14	100	10	33"	13m	8.5m	10m

Appendices

APPENDIX 1: Louisiana Battery of a School or Recreation Athletic Contest Official Law

LSA-R.S. 14:34.4

A.(1) Battery of a school or recreation athletic contest official is a battery committed without the consent of the victim when the offender has reasonable grounds to believe the victim is a school athletic or recreation contest official.

(2) For purposes of this Section, “school athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or school or school board employee of any public or private elementary and secondary school while actively engaged in the conducting, supervising, refereeing, or officiating of a school sanctioned interscholastic athletic contest.

(3) For purposes of this Section, “recreation athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or recreation employee of any public or quasi-public recreation program while actively engaged in the conducting, supervising, refereeing, or officiating of a sanctioned recreation athletic contest.

B.(1) Whoever commits the crime of battery of a school or recreation athletic contest official shall be fined not more than five hundred dollars and imprisoned not less than forty-eight hours nor more than six months without benefit of suspension of sentence, except as provided in Paragraph (2).

(2) The court, in its discretion, may suspend the imposition of the sentence and place the offender on probation with the condition that he shall perform five days of community service work. Failure to successfully complete the community service work, as determined by the supervisor of the program to which he is assigned, may result in revocation of probation

APPENDIX 2: 2015 NORDC Track & Field Definition of Terms

Meet Director

The meet director shall serve as the official representative of host meet management. He/she shall supervise the conduct of the meet and perform such duties to guarantee the competition will run smoothly.

Track Referee

The referee is directly in charge of activities during the meet. The referee shall answer questions which are not specifically placed under the jurisdiction of other officials. The referee has the sole authority to determine if a race shall be rerun, and if so, who is eligible to participate in the rerun and when it should be scheduled. When a competitor is disqualified, the referee shall notify or cause to be notified, the competitor or the competitor's coach, of the disqualification.

Starter

The starter shall have full responsibility for the competitors on the starting line and during the start. The starter and assistant starter(s) shall decide, without protest, whether a start is fair and legal, or which competitor(s) shall be charged with a false start. The starter is also responsible for avoiding unnecessary delay in the continuance of events, and shall start the track events promptly after the competitors have been assigned their positions and given appropriate information/instruction by the clerk of the course. The starter, or any other official designated by the starter, shall give a signal at the beginning of the last lap in each individual race of three laps or more.

The starter shall receive a whistle or white-flag signal from the head finish judge that the judges and timers are ready. When the judges and timers are not ready, the finish judge shall use an overhead wigwag motion or a red-flag signal and withhold the use of the whistle.

Clerk of Course

The clerk of the course shall be responsible for recording the name and number of each competitor and shall assign each runner to the proper heat and starting position, as approved by the games committee or meet director. Also, the clerk of the course should check and enforce uniform, visible apparel and shoe regulations. Adjustments to heat or lane assignments or in the number of heat qualifiers may be made by the clerk of the course with the approval of the referee. The clerk of the course shall provide the head finish judge with a listing of changes in writing.

Finish Judges and Timers/Manual Timing

The head timer shall have general jurisdiction over the assistant timers. Each track event shall be timed by the head timer, assistant timers and substitute timer. The time recorded by the substitute timer shall be used only when one of the regular timers fails to record the time of the event. The head finish judge shall designate the places to be picked by the finish judges. The judges shall pick one or more finish places than the number to score. Immediately after the finish of the race, timers shall present their times to the head timer who will record the official time. At the conclusion of a race, the head finish judge shall certify the order in which the competitors finish.

FIELD JUDGES

Field Referee

The referee is directly in charge of activities during the meet. The referee shall answer questions which are not specifically placed under the jurisdiction of other officials. The referee has the sole authority to determine if a race shall be rerun, and if so, who is eligible to participate in the rerun and when it should be scheduled. When a competitor is disqualified, the referee shall notify or cause to be notified, the competitor or the competitor's coach, of the disqualification.

Umpires

The head umpire shall have general supervision over the umpires and be responsible for assigning the umpires to positions from which they shall carry out their responsibilities. The umpire shall be equipped with both a yellow and white flag. When an infraction or irregularity is detected during a race, the umpire shall immediately signal by waving a yellow flag overhead. When the race is completed, the umpire shall report the infraction to the head umpire, who shall report to the referee. The referee shall make the final decision. When no infraction is observed, the umpire shall signal by waving the white flag.

Marshals

The marshals shall keep the competition areas free from all persons except officials, contestants and other individuals authorized by the games committee.

Scorer

The scorer shall keep a record of the competitors, the point winners in each event and complete team scores, and shall deliver these records to the meet director and referee at the end of the meet.

Meet Announcer

The announcer shall be responsible for giving proper announcements to assist competitors in reporting to the clerk of the course or to the field event judges on time. It is recommended the first call be given 30 minutes before the event, the second call 15 minutes before the event and the final call five minutes before the event.

Recorders

The finish-line recorder shall record the official order of finish of all qualifiers or place winners from results submitted by the head finish judge and head timer, or the chief finish evaluator if fully automatic timing is used. Wind gauge readings also should be recorded when applicable. These results should be delivered directly to the official scorer.

Custodian of Awards

The custodian of awards shall carefully inventory and arrange all awards before the meet starts and pass them out to competitors.

APPENDIX 3: Post Concussion Medical Clearance Form



POST-CONCUSSION MEDICAL CLEARANCE FORM

NORDC rules require a written statement from a physician that authorizes and clears a player to return to competition after being diagnosed with a concussion.

“If a competitor is determined to have a concussion, he/she shall not be permitted to continue practice or competition the same day. Written approval of a physician shall be required for the player to return to competition. If a physician recommends a player not continue, he/she shall not be overruled”.

The undersigned physician has examined the student player identified below and authorizes/provides clearance for the student player to return to competition on the date and in the event specified below.

PLAYER: _____
PLAYGROUND: _____
SPORT: _____ RETURN DATE: _____

PHYSICIAN SIGNATURE (MUST BE M.D. or D.O.)

DATE SIGNED

New Orleans Recreation Development Commission
5420 Franklin Avenue New Orleans, Louisiana 70122 (phone) 504-658-3052 (fax) 504-658-3050
www.nola.gov/nordc • NORDCCommission

APPENDIX 4: Playground Transfer Form



PLAYGROUND TRANSFER FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

SECTION I

I _____ and Parent _____ on _____
(Participant) (Name of participant's Parent) (Date)

Street, City, State & Zip Code / Telephone / Email address

Petition to NORDC to transfer

[] Temporary [] Permanent

from _____ to _____ for the reason(s) outlined below.

SECTION II: REASON FOR TRANSFER REQUEST

Multiple horizontal lines for text entry.

TO BE COMPLETED BY NORDC STAFF ONLY

Parent Signature (Date) Site Facilitator Signature (Date)

District Manager Signature (Date) [] Approve [] Disapprove

Athletic Director Signature (Date) [] Approve [] Disapprove

Instructions: Complete all sections where applicable. Submit form and attachments, if any, to the Site Facilitator for signature and submission to the Athletic Director. Maintain the last copy with the Site Facilitator's signature for your records. Once reviewed, a decision will be made and a written response will be forwarded accordingly.

APPENDIX 5: Athletic Protest Form



ATHLETIC PROTEST FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

SECTION I

_____ vs _____
(HOME TEAM) (VISITOR TEAM) (DATE OF GAME)

Head Coach Contact Information: Name, Street Address, City, State & Zip Code / Contact Number

SECTION II: Complaint Details

Head Coach's Signature (Date)

TO BE COMPLETED BY NORDC STAFF ONLY

Site Facilitator's Signature (Date) (Time received)

District Manager Signature (Date) (Time received)

Athletic Director Signature (Date) (Time received)

Decision: _____

Instructions Complete all required information with specificity, citing rules where applicable. Submit form to the Site Facilitator for review by the District Manager and maintain last copy for your records. Once reviewed by the NORDC Track and Field Rules Committee a decision will be made and a response will be forwarded accordingly.

New Orleans Recreation Development Commission
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