



Corroboree (North Canberra) Little Athletics Age Group Coordinators Guide

Introduction

Being an age group coordinator is a thoroughly enjoyable and rewarding role but is one that requires reasonable organizational skills. It is not necessarily a technical role (the club coaches will provide the leadership in that regard), but if you are keen and willing to learn, you too can play a role in all the children in their development and share in their successes as they achieve personal bests or even club records.

This document will provide you with the majority of the tools you need to become an effective and efficient age-group coordinator, but remember if you need assistance, we have a strong contingent of committee members and coaches that will help you.

Training

Each Saturday morning, while the athletes are warming up, we will provide specific training about each of the events (running, throws and jumps). This will include starts and timekeeping for the running events, the technical aspects pertaining to the throwing and jumping events.

Organization

Each Saturday morning meet will commence with all the athletes gathering for a warm up. We try to encourage the children to go off with the coaches but understand that sometimes it will be necessary for parents to need to go with them especially in the first couple of meets to provide reassurance. While the warm up is being conducted, the President or other member of the committee will make the weekly announcements and conduct the relevant training for age group coordinators and parents.

When the athletes have concluded the warm up they will be asked to return and line up behind their relevant baskets which represent the age groups split up between boys and girls. It is at this time we ask that age group coordinators and parents ask that the athletes be quiet so any final announcements can be made before we conduct the club chant.

Following the chant each of the group go off to their first events. The following will provide detailed information about each of the events and how you as age group coordinators and parents can play their part in making the meets work effectively and efficiently.

Before you start organising the athletes you will need to have someone volunteer or be volunteered to do the recording. Again there is not a lot to this role, but it is a critical role ensuring that all results are recorded for input into our database which will be used for a range of purposes, not the least for noting improvements in performance but also club records etc but also writing out achievement tickets which the athletes will put in their books so they can keep an eye on how they are improving.

Club Records

A list of your age group's records is noted in each age group folder and in the information book. If a record has been run, the President, Vice President, Secretary or Head Coach must be notified immediately for the record to be ratified. This will involve checking that the event has been carried out

correctly, for runs the time has been recorded twice as noted above, and comparing it to the previous record before authorizing the record in the age group folder. For the throws it is also important that the throws are recognised as being legal – that is where having a coach present will be required.

Running events

Starts - the first role of the AGC is to ensure there are sufficient parents who are able to time the races. Once the parents have moved into position you then need to organize the athletes into as close to even numbers for each race. For most events you will have 8 lanes but if you have say 12 athletes you will run two races of six. Line up the athletes about ten meters back from the start line and when the starter is ready have the first group come towards the starting line. The starter will then take control.

Timekeeping. Initially the Club will provide a chief timekeeper to coordinate the timekeepers but over time and following training, we will expect the parents to be able to manage the timekeeping themselves. In some instances we will have a multi timer which allows one person to record each runners time. But it is extremely important that when multi timer is not available or appropriate (especially in the shorter races where it is very hard to accurately record every athlete's time), that there is enough parents who can use the individual stopwatches. The protocol for using individual stopwatches is that the parents take a particular place i.e. First, second etc (not a lane) to time keep.

We also require that for records to be ratified we need to have the first placegetter's time to be recorded at least twice (by either the multi timer and an individual stopwatch or two individual stopwatches) to ensure as much accuracy as possible.

Recording

If the multi timer is used the parents need to organize the athletes in the order they cross the finish line and the times recorded will be printed off and handed to the first place getter. That athlete takes the recording of times to the Recorder who will record the times in the folder but also write out the tickets and hand them to the athletes for them to keep.

If individual stopwatches are used, each timekeeper will need to write up their ticket and hand it to the respective athlete who takes it to the Recorder for noting in the folder.

Throwing events

The first thing you will need to determine is the correct weight of the shot, discus or javelin for your age group. This is recorded in the Information Book and in the age group folder.

We suggest lining up the children in alphabetical order (using a different starting point (letter) each time and ensuring the athletes stay in that order as they will be allocated a number that is used to record where type implement lands. You will need to organize at least two parents one to place the allocated number where the implement lands using a legal throw (we as a club will assist you in determining what is a legal or illegal throw so don't worry about this) and the second to retrieve the implement.

Make sure the athletes enter and leave the circle from the back half and ensure the other athletes are lined up behind the circle to make sure they are not in any danger in of being hit by a stray throw.

For the first round of throws mark the throw with the athlete's allocated number. If an athlete throws a foul, have their number placed to the side and continue on. For the second round make the throw with a spare number and compare their previous throw to that one and only if the second throw is further then move their number accordingly.

You only need to measure once each of the athletes have had their two or usually three throws rather than after each throw. Measuring is done with the tape measure going through the centre of the circle and measuring from the front of the circle to where the numbered spike is in the ground.

Jumps

As with the throws, line up the children in alphabetic order (again changing the starting point each time).

Long jump and Triple Jump

Also as per the throws, make sure you have the right sized mat in place and that the mat is correctly placed. You will need to have just enough sand on the mat to be able to see the athlete's footprints from their takeoff to allow a correct measure to take place.

Unlike the throws you will need to measure and have recorded each jump. For the under 6s to under 11 you measure from the toes of the takeoff foot to the landing point closest to the takeoff area.

Athletes need to go forward after landing and walk out the back of the pit.

At the conclusion of the jumps, the best jump is recorded in the folder and on the athlete's ticket.

High jump

Given the complexity of high jump, there will always be a coach present to assist in the running of this event. The coach will assist in determining which leg the athletes takes off from through to ensuring the high jump is set up correctly and safely.

Miscellaneous

BBQ Duty

When your age group is rostered on to run the BBQ can you please ensure that your athlete's parents take turns to help out.

ACTLAA Carnivals and Championships

As Age Group Coordinator you can assist the Club in having the children register for the events.

Whilst there is a fair bit to take in, you will quickly become familiar and most importantly you will be extremely well supported by our very strong committee and group of coaches. Having age group coordinators is critical to the smooth running of our meets, so if you would like to help or find out more, please don't hesitate to volunteer or ask.