

*Harris Park
Little Athletics Centre*

Place centre logo here

20..-20..

Handbook Template

A Note from the President

Welcome to the 20...-20... Little Athletics season at Harris Park LAC (Little Athletics Centre). On behalf of Harris Park LAC, we wish you all an enjoyable and successful year.

Little Athletics is a family sport and everyone should be involved. Our aim is to encourage children to participate in sport and improve their skills within their own abilities, whilst creating friendships. Children love to run, jump and throw and have a good time with their friends. At Little Athletics the emphasis is on being your best. Please do not ever lose sight of this!

We are a centre of volunteers. We only exist because of the hard work that many people put in. Throughout the year, many of you, both parents and athletes, will have the opportunity to assist in various ways. I ask you to please come forward and offer your help as it is the only way we can continue to build and run our successful Little Athletics centre.

As in previous years, it will therefore remain a requirement that all athletes have a parent or nominated guardian at the grounds at all times.

We have a centre website, harrisparklittleathletics.com.au and a newsletter that will keep you up to date with things 'around the track'. Our website will be the main source of information for our members. It contains all the information you need to know about our centre. We also have a Facebook page—make sure you check this regularly. Remember, these are YOUR social media outlets and anyone can contribute with photos and stories.

Put some key things that happened last season ~ if your centre brought new equipment, obtained sponsors etc.... Positive feedback

Don't forget we have a canteen and BBQ available each week. Please support our centre so we can fundraise to upgrade new equipment for our athletes.

If at any stage during the season you have any questions or queries please don't hesitate to come and see me or anyone from the committee, we will be more than happy to assist you.

Yours in sport,

John Smith
President
Harris Park LAC

Committee Members for 20..-20.. Season

Harris Park LAC committee is made up of parents who volunteer their time to ensure that our centre functions correctly.

The committee members, whose names are below, meet on the first Wednesday of each month throughout the year at Harris Park Community Hall. All members are welcome to contribute items for our committee meetings. Our website will keep up to date with information regarding these meetings - harrisparklittleathletics.com.au

| Position | Name | Email | Phone |
|-----------------------|----------------|-----------------------------|--------------|
| President | John Smith | president@hplac.com.au | |
| Vice President | Richard Discus | vicepresident@hplac.com.au | |
| Secretary | Julie Javelin | secretary@hplac.com.au | |
| Treasurer | Chris Shot | treasurer@hplac.com.au | |
| Registrar | Allison Hurdle | registrar@hplac.com.au | |
| Championships Officer | Jan Long | champs officer@hplac.com.au | |
| Canteen Officer | Mary Food | canteen@hplac.com.au | |
| Uniform Officer | Karen Clothes | uniform@hplac.com.au | |

What happens on a Friday night?

Who: Girls and boys from ages 3 years born before 1 October, through to 16 years of any ability.

Where: Harris Park Oval, Harris Park

Season Starts: Friday, 1 September,

Season Ends: Friday, 19 March,

Christmas Holidays: Break for Christmas Friday, 13 December,
Return from Christmas Friday, 10 January,

| | |
|---------------------|---------------|
| Time: U6-U17 | 6.00pm—8.00pm |
| Tiny Tots | 6.00pm—7.30pm |

U6-U17: Each Friday evening begins with any important announcements. Before the announcements, the athletes are to meet in front of the baskets, at the 50m line. The athletes must wait for their age manager in their appropriate age groups then they will be taken to their various event throughout the evening.

Tiny Tots: Each Friday evening Tiny Tots will meet at the 100m line. Tiny Tots then head out to the western end of the field to complete various activities such as; running, jumping, throwing in a modified form, taking into consideration the developmental stage and requirements of such young children. The program encompasses games and activities that have been designed to prepare Tiny Tots for their introduction to athletics in the U6 age group.

Uniform: All children must wear a centre uniform with registration numbers and age numbers. (See page 7 of the handbook).

Wet Weather : If it has been raining during the week or on Friday afternoon and you are not sure if our weekly competition will be on, we will attempt to have the information on our website and Facebook page close to 4pm. Alternately, you can call Parramatta City Council's wet weather hotline on 1234 5678.

Emails: Emails are sometimes sent to some or all members through our clubs online system. These emails contain important information such as carnival entry dates, re-registration details and LANSW (Little Athletics NSW) championship information. If you select 'NO' to the mailing list option for your child/ren when you complete your online registration you will not receive these important details.

Parent Participation: So that athletics is as enjoyable and well run as possible for your children, WE ENCOURAGE, AND NEED YOUR HELP! Don't worry if you feel you may not know enough to assist. There is always someone who will show you. Parents can help with measuring throws or jumps and timing races. For smooth operation it is essential that parents assist in whatever capacity they feel comfortable. During competition parents and/or guardians must stay at the ground with their child/ren. Do not drop your child/ren off and leave. Unsupervised child/ren can, and will, be excluded from competition. Parents are asked to actively participate in the operation of the centre by assisting in the running of events at our regular weekly competitions. We have a parent roster. Please see page 4.

Where to meet: With the exception of parents on set-up duty (who are required at 5.15pm) all other parents are required to meet at 5.45pm at the canteen, to get a brief run down on the night ahead.

Uniform: You will be given a bright orange vest to wear, so you are easily identifiable to athletes.

Parent Roster

There are 4 very important duties involved in this roster. This will help run our night much more quickly and efficiently. It also means that not the same people every week are doing the same jobs. NB: Senior girls and boys are the age groups of U13-U17.

| Date: | Equipment Out | Canteen & BBQ | Timkeeping & Recording | Equipment In |
|--------------|-----------------|---------------|------------------------|--------------|
| September 1 | 12B & 12G | Senior B & G | 10G & 10B | 10B & 10G |
| 7 | Senior B & G | 10B & 10G | 9G & 9B | 11G & 11B |
| 14 | 9B & 9G | 7B & 7G | 10B & 10G | 12B & 12G |
| 21 | 7B & 7G | 8B & 8G | Senior B & G | 9B & 9G |
| 28 | 8B & 8G | 9B & 9G | 6B & 6G | Senior G & B |
| October 4 | 11B & 11G | 7B & 7G | 9B & 9G | 10B & 10G |
| 11 | 10B & 10G | 6B & 6G | 12B & 12G | 11B & 11G |
| 18 | 9B & 9G | 11B & 11G | Senior G & B | 12B & 12G |
| 25 | 11B & 11G | 6B & 6G | 12B & 12G | 9B & 9G |
| November 1 | 7B & 7G | 8B & 8G | 10B & 10G | Senior G & B |
| 8 | 8B & 8G | 12B & 12G | 7B & 7G | 10B & 10G |
| 15 | 12B & 12G | Senior G & B | 9B & 9G | 11B & 11G |
| 22 | 6B & 6G | 7B & 7G | 10B & 10G | 9B & 9G |
| 29 | 6B & 6G | 7B & 7G | 10B & 10G | 9B & 9G |
| December 6 | 6B & 6G | 7B & 7G | 10B & 10G | 9B & 9G |
| December 13— | SCHOOL HOLIDAYS | | | |
| January 10 | | | | |
| January 17 | 10B & 10G | 8B & 8G | 11B & 11G | Senior G & B |
| 24 | 12B & 12G | 9B & 9G | 6B & 6G | 10B & 10G |
| 31 | 9B & 9G | 10B & 10G | 7B & 7G | 11B & 11G |
| February 7 | 10B & 10G | 11B & 11G | 8B & 8G | 12B & 12G |
| 14 | 11G & 11B | 6B & 6G | 12B & 12G | 9B & 9G |
| 21 | 7B & 7G | 8B & 8G | 6B & 6G | 10B & 10G |
| 28 | 8B & 8G | 12B & 12G | 7B & 7G | 11B & 11G |
| March 5 | Senior G & B | 9B & 9G | 8B & 8G | 12B & 12G |
| 12 | 7B & 7G | 10B & 10G | 12B & 12G | 9B & 9G |
| 19 | 6B & 7G | 10B & 10G | 12B & 12G | Senior B & G |

Equipment out requires the assistance of all parents from the age group on duty. This must be done from 5.15pm to be able to start on time at 6pm.

Canteen & BBQ requires the assistance of 2 or 3 parents for each area, and this could be broken into shifts for example 1 hour each.

Timekeeping & Recording requires the assistance of all parents from the age groups on duty and will be required to stay at the event until completion.

Equipment in requires the assistance of all parents from the age groups on duty to remain until the completion of all events.

All parents who are assisting must sign-on at the officials table near the canteen each week.

Safety and Other Rules

Like all organisations, Little Athletics has rules. These rules are there to ensure the safety of all athletes, parents and visitors. We ask children and parents to cooperate and to keep to the rules so that we can all enjoy our Friday nights in safety. All athletes must be registered with LANSW before they participate.

Working with Children

Of utmost importance is the safety and well being of all children and adults. Persons holding certain positions will be required to sign a member protection declaration form. Additionally we ask all parents to be vigilant and report to the committee anything they feel is of concern in regards to the safety of children.

No Smoking & Alcohol

There is a strict no smoking and no alcohol policy at Harris Park LAC. There is a designated area near the carpark, where you are able to smoke. Please see map on page 7. There is no alcohol to be consumed on the grounds.

Insurance

All registered athletes and parent volunteers who sign on at the canteen are covered by insurance taken out by Little Athletics Australia. If a parent fails to sign the attendance register, they are not covered by insurance and not permitted on the field.

Lost Property

Our lost property collection can be found at the canteen. Please check regularly for any missing hats, jumpers, shoes etc. The collection of lost property operates under an honor system. Harris Park LAC will endeavor to return items which are clearly marked to their owners, but the lost property container will periodically be cleaned out and any unmarked or unclaimed items will be donated to charity.

Championships & Carnivals

General Information

All Little Athletics centres in NSW are divided into zones and regions. Harris Park LAC is in the Northern Metropolitan Zone. The other centres in the Northern Metropolitan Zone are Dundas, Rosehill, Lane Cove, Pennant Hills and Rhodes.

The Northern Metropolitan Zone is part of Region 5. There is an 8 region structure. 4 metropolitan and 4 country.

Zone Championships

Zone Championships are the qualifying stage process to regional and state championships. Selected athletes from U7-U17 age groups from all centres within our Zone are eligible to compete at the Northern Metropolitan Zone. The venue will change from year to year.

Regional Championships

Regional Championships are the next qualifying stage to the State Championships. Regional Championships are held over one full weekend in late January or February. Our Region Championships are made up of qualifiers from 2 Zones. This is much like the Zone Championships, excluding the U7 age group and athletes must have qualified through Zone. The location of the Regional Championships varies each season within our Region. Each season a different Zone is asked to host these championships.

State Championships

The State Championships are usually held towards the end of March, at Sydney Olympic Park Athletic Centre. This is a 3 day carnival. You must have progressed from the Regional Championships to be able to participate at this championship.

Little Athletics NSW hold other championships throughout the season. Some details are below:-

State Relay Championships

The State Relay Championships, held in November of each year at Sydney Olympic Park Athletic Centre, is a team event where centres can enter both track and field relays. U8-U11 teams compete on the 'Junior Day', Saturday, and U12-17 teams compete on the 'Senior Day' Sunday. The Harris Park LAC will select teams to compete at this event.

State Multi-Event Championships

The State Multi-Event Championships is open to all registered athletes in the U7-U17 age groups, and is held the first full weekend in March in various locations throughout NSW. Athletes take part in several events over 2 days. No finals are run and points are awarded to the athlete based on their performance on the day.

Cross Country & Road Walk Championships

Cross Country Championships & Road Walk Championships are held in June and July each year, as a joint event with Athletics NSW. These championships are open to all registered athletes in the U7-U17 age groups who compete over appropriate distances depending on their age group.

Gala Days

Throughout the season other centres often host Gala Days and other special events, to which registered Little Athletes from other centres are invited.

Map of our Ground

Centre Uniform & Placement of Patches

Events For Each Age Group

| Event | U6 | U7 | U8 | U9 | U10 | U11 | U12 | U13 | U14 | U15 | U17 |
|-------------------|------|------|-------|------|------|------|------|----------------------|----------------------|----------------------|----------------------|
| 50m | X | X | | | | | | | | | |
| 70m | X | X | X | X | X | | | | | | |
| 100m | X | X | X | X | X | X | X | X | X | X | X |
| 200m | X | X | X | X | X | X | X | X | X | X | X |
| 400m | | | X | X | X | X | X | X | X | X | X |
| 500m (pack start) | | X | | | | | | | | | |
| 700m (pack start) | | | X | | | | | | | | |
| 800m (pack start) | | | X | x | X | X | X | X | X | X | X |
| 1500m | | | | | X | X | X | X | X | X | X |
| 3000m | | | | | | | | X | X | X | X |
| 700m Walk | | | | X | | | | | | | |
| 1100m Walk | | | | | X | X | | | | | |
| 1500m Walk | | | | | | | X | X | X | X | X |
| 60m Hurdle | | | X | X | X | X | X | | | | |
| 80m Hurdle | | | | | | | | X | Girls | | |
| 90m Hurdle | | | | | | | | | Boys | Girls | |
| 100m Hurdle | | | | | | | | | | Boys | Girls |
| 110m Hurdle | | | | | | | | | | | Boys |
| 200m Hurdle | | | | | | | | X | X | | |
| 300m Hurdle | | | | | | | | | | X | X |
| Long Jump | X | X | X | X | X | X | X | X | X | X | X |
| High Jump | | | | | X | X | X | X | X | X | X |
| Triple Jump | | | | | | X | X | X | X | X | X |
| Shot Put | 1kg | 1kg | 1.5kg | 2kg | 2kg | 2kg | 2kg | 3kg | 3kg | 3kg (G) 4kg (B) | 3kg (G) 5kg (B) |
| Discus | 350g | 350g | 500g | 500g | 500g | 750g | 750g | 750g (G) 1kg (B) | 1kg | 1kg | 1kg (G) 1.5kg (B) |
| Javelin | | | | | | 400g | 400g | 400g (G) 600g (B) | 400g (G) 600g (B) | 500g (G) 700g (B) | 500g (G) 700g (B) |

Tiny Tots - Play training activities and modified games.

Award Structure

Orientation Days

At the beginning of the season two (2) orientation days are run. No times or distances are recorded in the centre system. Athletes are simply awarded 1 point for each event in which they participate. Attendance at these orientation days is included in the attendance calculations for the season.

Tiny Tots

Tiny Tots receive the same number of points for each activity they participate in. Remember that Tiny Tots participate in playtraining activities only. This is achieved in the centre system by giving each Tiny Tot a result of "1.0" and a place of "1" for every activity/game.

Measured And Timed Events

The aim of our centre's point score is to encourage all athletes to improve their own personal best efforts. It does not award points for winning but for improving. The number of points awarded is dependent upon the level of improvement attained. Points are awarded on the following basis:

| | |
|---|-----------|
| The first time an event is completed | 5 points |
| Subsequent completion of an event without attaining a Personal Best | 2 Points |
| For equaling Personal Best (PB) | 5 points |
| For attaining a Personal Best (PB) | 10 points |

Presentation Day

Our presentation day will be held at Harris Park Community Hall on 3 April, 20.. at 4pm. Please join us on our presentation day for a sausage sizzle and also a mini disco for athletes, parents, brothers, sisters, aunties, uncles, grandparents.

There will be lucky door prizes and prizes for best dressed. Theme to be announced at a later date.

Some Other Frequently Asked Questions

- **Do we need special shoes?**

Spikes can be worn from U11 upwards, in laned events (100m, 200m, 400m) long jump, high jump and triple jump. Spikes must be removed immediately after each event and carried with the athlete. Spike shoes are not however necessary and generally only 10-15% of athletes at our centre use them.

- **What level of ability does my child need to be to join?**

Our emphasis is on fun and fitness. Children can join with any level of skill or fitness. Children are given plenty of encouragement to improve.

- **When is training?**

We have training every Monday and Wednesday for all ages at Harris Park Oval, Harris Park from 5.30pm.

- **What happens if it rains?**

Please refer to page 3 of our handbook or visit our website harrisparklittleathletics.com.au or our Facebook page.

- **Will my child be taught the correct technique or have access to coaching?**

Little Athletics NSW conducts coaching clinics and camps at various venues and times throughout the season. Harris Park Little Athletics also have qualified coaches or parents who offer training session/s during the week. Limited skill development instruction is given on Friday evenings.

- **I want to volunteer. Who should I contact?**

You can contact any of the committee members at any time. Contact details are on page 2 of the handbook

If at any stage would like more information about policies, plans, rules or information on education and training, please contact the committee at Harris Park LAC or contact Little Athletics NSW via their website littleathletics.com.au