



PRE-EVENT BRIEFING OF NZSS TRACK & FIELD CHAMPIONSHIP OFFICIALS / VOLUNTEERS.

1. Our sport is one where there is an element of potential danger from a variety of injuries. Our duty is to minimise the potential.
2. The meeting manager (or person responsible) must appoint the officials appropriate to the event.
3. Safety is the responsibility of all parties – athletes, officials and spectators.
4. Medical assistance may be required.
 - a. Accident/incident report forms are available from the TIC room.
 - b. First aid treatment should first be sort from St Johns Ambulance, located outside the grandstand foyer beside the hockey fields.
 - c. First aid kit is available from first aid room in the foyer of the grandstand.
 - d. Ice packs are available with the first aid kit.
 - e. Any supplies used from the first aid kit should be noted in the first aid log.
 - f. A defibrillator is located on the wall outside the first aid room.
 - g. The field referees will have a phone with them should outside medical aid be required.
 - h. If an ambulance is called the address is 42 Percival Road, Tomoana, Hastings
 - i. Hawkes Bay Memorial Hospital, Omahu Road, Hastings 06 8788109
 - ii. Hastings Health Centre, cnr Russell St and Queen St East, Hastings 068738999
5. Be aware of any safety hazards – regardless of whether the athletics event is within a stadium or ex stadia. This will include weather, light levels (especially for long throws), as well as other potential hazards.
6. If an official believes unsafe activity is happening it is their responsibility to take appropriate action. That may be to stop the competition or advise the chief judge / referee.
7. The level of “prevention”, e.g. Barrier use, is in part dependent upon the event status and athlete age/responsibility i.e. Younger athletes require greater supervision / protection.
8. The competition area should be kept clear of all personnel not involved in the running of the current events. This includes officials who have finished their duties.
9. Athletes should be encouraged to walk around the perimeter of the competition area and not across the infield.
10. Make sure that athletes do not wander off from an event – they should be supervised to, at least, the outside of the competition area.
11. Chief Judges must recognise that some officials may not be able to maintain a high level of concentration for long periods and so should appoint them to roles where that will not cause danger to any party.
12. No implements are to be left unsupervised in the competition area.
13. All implements should be returned to the gear shed at the completion of an event. Who is responsible for this will depend upon the event status.
14. No throws or jumps are to be undertaken by athletes without a minimum of 2 officials being in attendance.
15. Any incidents / near misses are to be reported using the incident report (available with the first aid kit)

Details of the meet (event name, location, meeting manager, etc.) and that the briefing has been given to be recorded in the “officials briefing log book”.