

2023 3A/4A, WCD/SWD Bi-District | Track and Field Qualifying Meet French Field Site Specific Guidelines

Dear Administrators, Athletic Directors and Track and Field Coaches:

This packet contains site specific information related to the **2023 3A/4A, WCD/SWD Bi-District Track and Field Qualifying Meet** at **French Field Stadium on the campus of Kent Meridian High School** on **May 17th & 19th**. This document is a supplement to the WIAA Track and Field Bound for State Guidelines.

Administrators:

Supervisory Pass List

Please complete the attached WCD Pass List form. Email to the Athletics/Activities Office by Tuesday, **May 16th, at 12:00 PM.**

Track and Field Coaches:

The following information needs your **immediate attention**:

OFFICIAL RELAY TEAM NAMES (IMPORTANT INFORMATION):

All relay teams, with the athletes' names, **MUST** be entered into Hy-Tek at your League/Sub-District meet. FOR THE QUALIFYING MEET RELAY ENTRIES, COACHES SHOULD **ALWAYS** LIST MORE THAN FOUR RELAY MEMBERS – COACHES ARE PERMITTED TO LIST A **MAXIMUM OF EIGHT (8)**. **Please inform the Meet Director of any changes to your relay teams by Tuesday, May 16th at 12:00 pm via e-mail.** Once the Bi-District meet begins, relay team names **CANNOT** be changed for the Bi-District Meet or State Meet.

SCRATCH PROCEDURES:

If you are scratching an athlete, **you have the responsibility to contact the school coach of the next alternate athlete from your league or sub-district** to notify them their athlete is in the meet. **Please do so by e-mail, and copy the District Meet Director, Chris Kunzelman.** Please note the **Tuesday, May 16th, 4:00 PM scratch deadline.** Any athlete scratched after the deadline will be scratched from all events.

Enclosed is general information regarding the event, the WIAA Track and Field Bound for State Guidelines (rules and regulations), as well as the event schedule, pass list form, and the pole vault certification form.

If you have any questions or concerns, please contact me by e-mail or phone at [206-409-2379](tel:206-409-2379). I'm looking forward to seeing you and your teams at the **2023 3A/4A, WCD/SWD Bi-District Track and Field Qualifying Meet!**

Sincerely,

Chris Kunzelman | Meet Director
NPSL Track/WCD 3 Track
206-409-2379

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French Field Stadium:

10020 SE 253rd Street, Kent, WA 98030

Meet Dates and Times (see attached event schedule):

Wednesday, May 17th 2:00 – 7:30 p.m.
Friday, May 19th 2:00 – 8:00 p.m.

Admission Prices:

There will be **NO ON-SITE TICKET SALES** – Digital ticketing only through <https://gofan.co/search>.

We will also post the QR code ahead of the meet on athletic.net .

Adults & Students (without ASB)	\$9
Students with ASB/ Senior Citizens (62 & over)	\$6
Elementary Students (12 & under)	\$5
Military	\$5
Preschool (with parent)	Free

Parking:

Kent Meridian high school is out of session by 12:20 p.m. on Wednesday, May 17th. Buses may enter the campus through the Kent School District transportation lot near the back of the campus – entry off 104th Ave S – and drop athletes near the team check in by the stadium.

Kent Meridian high school is in session until 2:20 p.m. on Friday, May 19th. Buses may enter the campus through the Kent School District transportation lot near the back of the campus – entry off 104th Ave S – and drop athletes near the team check in by the stadium.

Bus parking is limited – please pass this information on to your bus driver:

Wed, 5/17 – NO BUS PARKING on Campus until after 12:45 p.m.

Fri, 5/19 – NO BUS PARKING on Campus until after 2:45 p.m.

Spectator parking will be limited in the school and stadium lots during school hours. Please advise spectators to avoid arriving early, and please do not leave valuables in your vehicle.

Supervisory Passes:

Please complete the Pass List Form that can be found on the West Central District III website at [WCD 3](#).

All requests must be EMAILED by 12-noon on Tuesday, May 16th to: chris.kunzelman@kent.k12.wa.us .

All supervisors must enter through the Pass Gate at the **Main** entrance located near the home grandstand.

Eligible Passes:

The only passes accepted are: West Central District (WCDIII) Executive Board, WCD III Eligibility Board, WCD III Lifetime passes, Southwest District Board and Washington State Coaches Association (WSCA) passes. Names of Superintendent & School Board Members must be on your school Pass List Form. **NO OTHER PASSES WILL BE ACCEPTED. These include (league, school district, WIAA, and WOA).**

Coaches & Participants Passes:

Teams and coaches entering as a group may enter at the East Gate – near the back of the school campus close to the bus drop off area, prior to the coaches meeting on day one of your classification's meet. Passes will be in the form of a wristband and will be in your packets. Passes will be distributed as followed:

Qualified contestants, listed in the program, **in uniform** will be allowed into the facility through the pass gate.

Six (6) wrist band passes for coaches (additional, separate color wrist bands, will be included in the packet for those head and jump/vault coaches of teams with qualified jumpers/vaulters)

One (1) wristband pass for managers.

Trainers:

Certified athletic trainers and staff will be on hand during the meet, with the trainer's area located in the shop near the finish line behind the timing trailer.

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Athlete Medical Information: Any athlete who requires a medical accommodation (medication patch, diabetic pump, joint brace, atomizer, inhaler, etc.) during competition will need to have a medical documentation letter provided to the Meet Director, Chris Kunzelman, **prior to the start of competition on Wednesday, May 17th**. Use of KT tape does not require medical documentation.

DRONES/"UAV"POLICY: The use of unmanned aerial vehicles (UAV, also known as drones), are prohibited for any purpose by any persons at NPSL tournament venues. Tournament management shall refuse admission or entry to anyone attempting to use a UAV; and if necessary, tournament management shall remove anyone attempting to use a UAV and/or confiscate the UAV until the event has been completed.

Coaches Meetings:

Coaches Meeting: Monday, May 15th at 7:00 p.m. via Zoom – link will be emailed out ahead of time. One boys and one girls coach per team should plan to attend.

Allocations to the 2023 3A/4A, WCD3/SWD4 Bi-District Track and Field Meet:

League Allocations- Individuals:

3A -

- Pierce County League – 5
 - North Puget Sound League + Bainbridge - 6
 - South Sound Conference - 6
 - Greater St. Helens League - 3
- 2023 Automatic Qualifying Standards attached.

4A –

- South Puget Sound League - 8
- North Puget Sound League - 5
- Greater St. Helens League - 3
- 2023 Automatic Qualifying Standards attached.

General Information 3A Qualifying Information:

The **2023 3A, WCD/SWD Bi-District Track and Field Meet** will qualify seven (7) entries from each event to the WIAA state meet, with the first (1st) alternate being the fastest non-qualifier, the second (2nd) alternate being the next fastest non-qualifier.

Qualifiers will be determined as follows:

- In lane events and the 800M we will run three heats of “Timed Finals”, and advancement will be the top seven (7) fastest times.
- In the 1600M, and 3200M advancement will be the seven (7) fastest times. In field events it will be the top seven (7) finishers.

Because this meet is scored and team places are awarded, the top eight (8) participants will be scored according to their place of finish.

General Information 4A Qualifying Information:

The **2023 4A, WCD/SWD Bi-District Track and Field Meet** will qualify seven (7) entries from each event to the WIAA state meet, with the first (1st) alternate being the fastest non-qualifier, the second (2nd) alternate being the next fastest non-qualifier.

Qualifiers will be determined as follows:

- In lane events and the 800M we will run two heats of “Timed Finals”, and advancement will be the top seven (7) fastest times.
- In the 1600M, and 3200M advancement will be the seven (7) fastest times. In field events it will be the top seven (7) finishers.

Because this meet is scored and team places are awarded, top eight (8) participants will be scored according to their place of finish.

Para Athletes:

All para-athletes must meet the rules established by the WIAA and individual school districts and must qualify to the state meet through the district meet. At the qualifying district meet, the para-athlete must meet or exceed the minimum standards established by the WIAA. In order for a student to participate in postseason and state tournament playoffs,

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the student must be a member of a WIAA member school squad and have been included on the school's team roster for at least 50% of the regular season, competed at the sub district meet and have met the qualifying standard at that meet. Notification of an athlete's intent to compete at the District Meet should be made directly to the Meet Director by Monday, May 15th.

General Rule Information:

All National Federation Rules will govern the running of the track and field meets except as noted in the WIAA Qualifying Meet Syllabus (attached) and Track and Field "Bound for State" regulations.

A copy of the WIAA Track and Field Bound for State Guidelines is attached and will be followed with any exceptions noted below.

Coaches Information:

Coaches are responsible for all information contained in this syllabus – including all attachments, and for seeing that their asst. coaches and team members comply with all regulations.

Coaches will stay in the grandstand or other designated area provided by the meet management (see Track and Infield Restrictions section below for coach's box information). If there is an injury to one of their own team members you may be beckoned onto the field or track. They may also leave to the appropriate appeals area to consult with the Referee/Jury of Appeals if there is a question concerning a ruling in an event.

IMPORTANT: *Coaches and athletes are warned that being out of the stands, running alongside competing athletes shouting instructions and encouragement is a violation of the pacing rule (NFHS 4-6-5) and will not be permitted. Competing athletes or relay teams will be disqualified if this violation occurs (NFHS Case book page 39 Situations F-J).*

Unsporting Conduct and Unacceptable Behavior: Failure to comply with this rule will result in disqualification from the event.

Athlete Electronics: ***NO ATHLETE electronics will be allowed in the competition area*** (inside the fence around the track or in the athlete areas of the field events) in compliance with WIAA Qualifying meet guidelines and NFHS Rule 3-2. These items include but are not limited to cell phones, ear buds, and headphones.

Only credentialed photographers and coaches will be allowed to photograph or video inside the competition area. Athletes and coaches wishing to view competition video during **ACTIVE** competition will be required to move to a designated coaching box or leave the competition area. **NO ATHLETE may delay the progression of the meet** by viewing video. Excuse time will NOT be granted to an athlete so they may leave the competition area to view video. If an athlete misses their attempt by leaving the area to view video, they will receive a TIME FOUL and will NOT be granted an opportunity to make up the missed attempt.

Warm-Up and Competition Areas:

Athletes will be allowed to warm up in the flagged off area on the infield. Only athletes warming up prior to an event or cooling down after an event are allowed in the warm-up area.

Only athletes competing in an event are allowed in the event competition areas. Warm-up is permitted on the track prior to the start of the running events. After the meet starts, the warm-up is restricted to the flagged-off area of the field. Athletes warming up on the field are not to congregate in the areas of the jumping events.

PA Introductions/Staging Area:

The staging area and introduction for each running event will be at the starting line, as athletes arrive. Introductions for field events will be at the event venue five minutes prior to the posted start of the event, and will include all competitors.

Final Lane/Flight Assignments and Final Results:

Final lane assignments will be posted on the [WCD 3](#) site, and results will be posted on the wall behind the timing trailer and across from concessions. Preliminary Lane/Flight assignments will be e-mailed no later than Tuesday, May 16th. Results will be posted on athletic.net after each day's competition.

Track and Infield Restrictions:

Coaches, supervisors, and athletes that are not competing are to be seated in the grandstands. It is preferred that teams/coaches sit on the visitor side, or on the home side - south of the 50-yard line. Coaches must be outside the fenced area of the track for running events and field events in the stadium and outside the flagged area in the throwing area. The area inside

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the track fence is restricted to participants and officials only! Managers and statisticians should remain in the stands.

Only Exception: A specific area will be designated for horizontal jump, high jump and vault coaches. A special color wrist band will be issued to teams with qualified jump/vault athletes, and only coaches with the specific color of wrist band will be allowed in the jump/vault coaching area.

Qualified Contestant List\Registration of Teams:

The action of entering an athlete into the sub-district meet on athletic.net is considered a declaration by that school that the athletes they enter meets all WIAA and school district eligibility requirements.

Relays:

Only one (1) team per school may compete in the relay event.

Participants' Limitations:

A contestant must compete in every event in which he/she has qualified at the District / State meet. If a competitor exceeds participation limits the participant will be disqualified from the meet. All individual and team points earned in any event shall be forfeited. In the event that a contestant who has qualified refuses to compete, or in the judgment of the Meet Referee, failed to make a reasonable effort in any track or field event, that contestant shall be disqualified.

An individual athlete MAY be entered in a maximum of four (4) individual events and may also be listed as a member of any or all relay teams. An individual athlete MAY NOT COMPETE in more than four (4) events (individual and/or relays) TOTAL. Coaches - be reminded that the individual event competition limitation of four (4) events is both an NFHS and WIAA rule. An athlete listed on the relay form is not considered to have competed in the relay unless they physically run as a member of the relay team in that meet. FOR THE QUALIFYING MEET RELAY ENTRIES, COACHES SHOULD ALWAYS LIST MORE THAN FOUR RELAY MEMBERS – UP TO A MAXIMUM OF EIGHT (8).

The definition of a relay team member is as follows: four, five, six, seven, or eight members are listed and only those listed are eligible to run. Any four of those listed are eligible for each race starting with the preliminary heat of the Qualifying meet and ending with the State finals. The relay counts as an event for those who run.

Scoring:

Eight (8) individuals/relay teams will score in each event. Awards will be presented in the individual events directly after the results have been verified. All team awards will take place at the end of the meet.

Awards:

Individual awards will be presented to the top eight finishers in each event. Awards will be ready for pick up by coaches at the conclusion of the meet on Day 2. Team awards will be announced at the conclusion of the competition on Friday, with plaques awarded to the top two teams.

FAT Timing System:

Fully Automated Timing will be utilized at this meet. Meet Managers are authorized to use official pictures of the finish to assist meet officials in making final decisions. This would include videotaping. These pictures are to be used by and are available to meet officials only.

Spikes/Starting Blocks/Batons/Venue:

- **Spikes:** ¼” pyramid spikes are recommended. Maximum spike length is ¼”, **except in Javelin and High Jump, where maximum spike length is 1”**. Pin spikes (also called needle spikes) of any length are not allowed. Spikes will be checked at the event areas.
- **Starting Blocks:** Starting blocks in good working condition will be provided. **NO personal or team starting blocks will be allowed, and no “block holders” will be allowed.** Competing athletes must be able to set their blocks without assistance (except for Ambulatory Competitors) or having another athlete “hold” them.
- **Batons:** Relay batons will be provided by meet management for all relays competed.
- **Venue:** French Field has an all-weather, 8-lane, metric track. Water only on the infield – no soda or any other sugar-based drinks will be allowed on the field.

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Records:

Only records established in the preliminaries or finals at the district meet shall count as district meet records. All applications for State or National records must be made in accordance with the NFHS Track and Field Rules Book.

Clerk of the Course:

Call times will not be used for this meet. Athletes and coaches are responsible for keeping track of the time, and the published start times for each event. Athletes must check with the clerk at least 25 minutes before the published start time of their event. The clerk will announce or display the official meet time and the time for specific running events to check in. It is the ultimate responsibility of the athletes to be aware of the progress of the meet and check in with the clerk at the appropriate time.

Field Event Excuse Time:

If an athlete is competing in a field event and running event at the same time, the athlete must check in with the running event clerk and event judge prior to the start of both events. When the competitors check out of the field event for another event, they must check out with the head judge and tell the judge which event they are leaving for. The excuse time established for the meet will be 15 minutes for all field events. Competitors must notify the head event judge when they return.

Requests to Change Flights:

The Field Event Referee may change flights to avoid a conflict between events. Athletes may request the change to the head judge or field event referee no later than at the time of check in. Coaches may not request a change on the behalf of their athletes.

Throwing Event Venues:

The throwing event venues are located to the Northeast of the stadium. To access the throwing venue, you will need to exit the stadium and continue through the back portion of the campus past the tennis courts and baseball field. The javelin will be thrown from a synthetic runway into grass.

Implement Weigh-In/Certification:

The implement weigh-in and certification area will be in the tent near the baseball field closest to the throwing venue, and will be open at the following times:

Wednesday – 12:45 PM – 4:15 P.M.

Friday – 12:45 PM – 4:15 P.M.

All implements will remain at the venue until competition is completed.

High Jump / Pole Vault:

The High Jump venue is located on the South end of the track, adjacent to the horizontal jumps. The Pole Vault venue is located at the North end of the track.

Completed and signed Pole-Vaulter Weight Verification forms ([Pole Vault Certification Form](#)) must be presented to the Head Official prior to the start of warm-ups. Contestants will not be allowed to warm-up or compete without a completed form.

Pole vault poles will be inspected and certified at the pole vault venue by the Head Officials. Poles must be clearly marked with the proper weigh limitation markings. Any pole that is presented for inspection that is improperly marked or otherwise illegal will be confiscated and may be picked up after the event is complete. Competitors may not use the pole of other individuals without their consent. Any competitor who vaults on a pole that is rated below their allowable weight will be disqualified from the event.

Long Jump /Triple Jump:

The long jump venue is located at the North end of the stadium and all competitors will be competing from the 12' board.

The triple jump venue is located at the South end of the stadium and competitors have a 24', 32' and 36' boards available for competition.

Appeals Procedures:

Appeals must follow the appeal process in the 2022 NFHS Track and Field Rules Book.

Running event protests need to be made to the running-event referee by the head coach. Field event protests need to be made to the field-event referee by the head coach or event coach. The protest must be in writing and made to the appropriate referee

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within 30 minutes after the results have been posted. Protests should be taken to the timing trailer where they will be time stamped and directed to the appropriate referee for consideration.

WIAA 2023 Minimum Track Time/Field Distance Standards:

The minimum standards can be found on the WIAA website ([2023 Auto Qualification Standards](#)).

This minimum standard must be met in the finals of the at the district qualifying meet.

Measuring:

All events will be measured in metric with the exception of field events, which will be in feet and inches.

PASS LIST FORM

May 17th & 19th

SIGN-IN*

School _____

(Print)

(Sign-in Signature)

Superintendent _____

Principal _____

Athletic Dir. _____

Supervisor _____

School Board _____

Coach _____

Coach _____

Coach _____

Coach _____

Coach _____

Coach _____

Coach _____

Trainer _____

With School Credentials:

School Press (1) _____

School Photographer (1) _____

Video Operator (1) _____

*Picture Identification and sign-in required before admittance.

Send this Pass List Form by noon on Tuesday, May 16th to the following Meet Director, Chris Kunzelman

E-mail: chris.kunzelman@kent.k12.wa.us