

February 2021

tandfeventlicensing@uka.org.uk

Dear Colleague,

Guidelines and Principles for Track and Field Licensing 2021-22

As I'm sure you will be aware the UK Government has announced the roadmap out of lockdown for England, likewise the Scottish Government have announced the pathway for Scotland whilst in Wales dates and details of how restriction will be eased have yet to be released. In Northern Ireland more information is expected to be announced on March 1st.

We are all keen to see the return of training and competition at all levels of the sport across the UK, however there are still some things that are unknown and the Home Country Athletics Federations (HCAFs; England Athletics, Scottish Athletics, Welsh Athletics and Athletics Northern Ireland) are working hard to ensure updated guidance is available as quickly as possible as more information becomes available.

Licences will be issued, but we ask organisers to take responsibility for informing both UKA Track & Field licensing and Home Country organisations of any changes that occur through the process of restrictions being eased that will impact and prevent their event from taking place.

We fully appreciate that this season has and will continue to be challenging and impacted by the pandemic. We recognise that some pragmatism may be required under the circumstances however, the guidelines and principles of licensing are set out below.

Licences:

- Level 1 licences will be issued by the four HCAFs and Level 2 by UKA.
- On application to the UK Athletics Licence process, organisers apply for a Level 1 licence, but will be given the opportunity to request consideration for upgrading to Level 2. A history of successful competition at that level, a high standard of competitors, as well as fulfilling all Level 2 licensing requirements is a necessity.
- Events seeking World Para Athletics accreditation must meet all Level 2 Licence requirements.
- Licence applications should be submitted early, but an absolute minimum notice period of 10 days

Facilities:

- With safety in mind ALL licensed events (both Level 1 and Level 2) must be held at venues that have achieved or are actively working towards TrackMark accreditation (a separate



REGISTERED OFFICE:

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TrackMark update will be issued next week). For further information on UKA's TrackMark Facility accreditation scheme visit: <https://www.uka.org.uk/governance/facilities/>

- Licensed Level 2 competitions involving Hammer, Discus or Weight Throw will only be approved at venues if the throws cage meets World Athletics specifications (i.e. from a cage with a hammer danger zone of no more than 56° and a discus danger zone of no more than 69°). Contact ehunt@englandathletics.org for further information or guidance.
- Where Level 1 Licence applications include Hammer, Discus or Weight Throw events within the competition and their throws cage has not been formally assessed, an agreement to undertake a risk assessment will be necessary. These events will not be allowed to take place if the cage has failed its safety inspection. Contact ehunt@englandathletics.org for further information or guidance.

Conditions:

- Competitions must be delivered under UKA Rules for Competition or World Athletics Technical Rules and where appropriate World Para Athletics Rules will also apply.
- The competition must meet the criteria as per the level assigned to it.
- All Results, in the appropriate format, must be sent directly to Power of 10 as agreed by UKA and the HCAF.
- Only competitions results with a valid licence will be accepted by Power of 10.
- Please Note: results may be assessed as part of a "spot check" exercise and Event Organisers contacted to verify details, including the names & URN's of the qualified officials on duty. If an event has not been delivered to the standard indicated in the application the licence may be withdrawn retrospectively by the issuing body.
- All events applied for within the Competition Licence Application Form, must correspond with the specific UKA Rules for each age group and be appropriate for the age and ability of the athlete. Northern Ireland will correspond to AAI Rules for each age group championships
- Licence applications will be approved in line with the published fixture calendar and clear clashes of interest will be avoided.

Records

- If UK Records are likely to be set, any Record Application will have to be signed by Referees or Chiefs in the relevant disciplines who are Level 4.

Licences will not be issued until all matters have been resolved. If there are any outstanding issues, the date is not awarded until you receive the licence. Dates agreed through the annual Fixture Planning process will take precedence in all cases.

Please do not hesitate to contact us for any further clarification you may require and may we take this opportunity to thank you for your co-operation in these challenging times. It is essential that we work together to create a competition pathway which demonstrates that we have the welfare



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and safety of the athletes at the centre of our decision making as well as providing a safe and enjoyable environment for all those involved in delivery competition.

Yours sincerely

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Appendix 1

TRACK & FIELD LICENSING CRITERIA

	Level 1	Level 2
Rules	UKA	World Athletics / UKA
Facility	<p>Achieved or ¹actively working towards TrackMark accreditation.</p> <p>† “Actively Working towards” means that the venue has registered for TrackMark AND has formally commissioned unit 1 (Track) and unit 2 (Field) inspections.</p>	<p>Achieved or actively working towards TrackMark accreditation.</p> <p>A throws cage that meets the intent of the World Athletics specification.</p> <p>† “Actively Working towards” means that the venue has registered for TrackMark AND has formally commissioned unit 1 (Track) and unit 2 (Field) inspections.</p>
Equipment (Essential)		<p>Photo Finish EDM Wind Gauges Equipment for checking throws implements Radios Start Information System*</p>
Equipment (Desirable)	Wind Gauges	*SIS is highly desirable for record and qualification/selection purposes but it is recognised that the equipment is not universally available and creates the need for additional Officials
Officials – Starter (Essential)	Starter & Starter’s Assistant (Level 1+)	Chief Starter & Chief Starter’s Assistant (Level 3 minimum)
Officials – Starter (Desirable)		Start Referee (Level 4) Additional Starters & Assistants as necessary
Officials - Track	Track Referee (Level 2 minimum) plus four or more Judges / umpires	Track Referee (Level 3 minimum) plus up to ten or more Umpires dependent on the nature of the event. This must be sufficient to cover umpiring duties around the track as well as judging duties at the





		finish. For the majority of events a team of 8 will be adequate.
Officials – Timekeepers	Chief Timekeeper (Level 2 minimum) plus four or more qualified timekeepers (fewer may be acceptable for middle distance only events)	Chief Timekeeper (Level 3 minimum) plus six or more qualified timekeepers (A competition limited to sprint races may require more than Middle/Long Distance only events)
Officials – Photofinish	Chief Photofinish (Level 2 minimum) plus at least 2 PF Operators	Chief Photofinish (Level 3 minimum) plus at least 3 PF Operators
Officials – Field (Essential)	Field Referee (Level 2 minimum) plus at least two qualified officials per event running at any one time. Additional helpers are acceptable (but not to replace required officials). A minimum of two qualified officials must operate on each field event and for long throws and pole vault one of those must be at least level 2 or above	Field Referee (Level 3 minimum) plus at least four qualified officials per event running at any one time
Officials – Field (Desirable)		Technical Manager (Level 3 minimum) plus a sufficient number of Clerks of Course, dependent on the programme of events. The team will cover both track and field events.
Additional Staffing (dependent on the event, not subject to licensing requirements)		National Technical Delegate (or local equivalent) (Level 4) Call Room Technical Information Centre Announcers Seeders



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Appendix 2
EVENT STRUCTURE FOR TRACK AND FIELD LICENSING LEVELS

Level 1	Level 2	Levels to be allocated as determined by the application
<ul style="list-style-type: none"> • Open Meetings • Local, County and Area Leagues • Trophy Meetings • BMC Academy & Regional Events • Youth Development League • Inter County Individual & CE Meetings • County Championships 	<ul style="list-style-type: none"> • Area Championships • Scottish District Championships • BUCS Championships • BMC Elite & Grand Prix • HC Championships • CAU Championships • HC Age Group Championships • LEAP • Loughborough Match • Belfast International • National School Championships • Schools International 	<ul style="list-style-type: none"> • National Athletics League • Event Specific Festivals • Scottish National Leagues • BIG • Youth Development League Upper Final



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