

October 2021

tandfeventlicensing@uka.org.uk

Dear Colleague,

Guidelines and Principles for Indoor Track and Field Licensing 2021/22

After a difficult couple of years, we hope that the 2021/22 indoor season will see a return to more familiar competition across the country. However, we do still need to be mindful of the continuing pandemic and follow the relevant home country, government, and local authority / venue guidance at all times.

UKA in collaboration with the Home Country Athletics Federations (HCAFs; England Athletics, Scottish Athletics, Welsh Athletics and Athletics Northern Ireland) have been working hard to review and develop the licensing procedures and this will be an ongoing annual process. Although licensing guidelines have been in place for a number of years, this will be the first time specific indoor guidance has been created.

Summary of amendments

There is a slight reduction in the number of qualified track officials necessary for a standard indoor competition this winter, but no change for field events.

We have introduced a new optional section in appendix one for competitions where there is only an indoor straight, but photo-finish is in operation. The minimum number of qualified officials needed for this type of activity has been significantly reduced, making timekeepers optional, but this is on the understanding that if the timing fails any manual times will not be valid. We do hope that with the benefit of photo-finish, this will provide a valuable opportunity for timekeepers to informally pass on their knowledge and experience to some new officials so that they can practice before undergoing official training.

Licences:

- Level 1 licences will be issued by the four HCAFs and Level 2 by UKA. For international selection purposes a performance has to be achieved within a level 2 licensed event and for this level of competition a greater number of officials with a higher level of qualification is required
- On application 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 (see Appendix 1) is a necessity
- Events seeking World Para Athletics (WPA) Endorsement must meet all Level 2 Licence requirements. This is only appropriate for competitions with WPA Licensed / Classified athletes competing in Field Events & Track Events 400m+.
- Licence applications should be submitted as early as possible, but with an absolute minimum notice period of 10 days (21 for WPA)

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



REGISTERED OFFICE:

UK Athletics Limited | Athletics House | Alexander Stadium | Walsall Road | Perry Barr | Birmingham | B42 2BE
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- First aid provision should be made
- All Results, in the appropriate format, must be sent directly to Power of 10 as agreed by UKA and the HCAF
- Only competition results with a valid licence and in line with Rules of competition will be accepted by Power of 10
- Results may be assessed as part of a “spot check” exercise and Event Organisers contacted to verify details, including the names & URNs 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 championship. Appendix 2 gives some additional specific information relating to how many events athletes are permitted to do in a single day, age group track running distance limits and age groups permitted to do triple jump
- Only events applied for in the application form are covered by the licence. Additional events must be requested before the date of the competition
- Licence applications will be approved in line with the published fixture calendar and clear clashes of interest will be avoided. An update on the fixture calendar will be published very shortly.

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.

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 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 delivering competition.

Yours sincerely

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Appendix 1

TRACK & FIELD LICENSING CRITERIA

RULES	Level 1	Level 2
	UKA	World Athletics / UKA / World Para
EQUIPMENT		
Essential		Photo-finish EDM Equipment for checking throws implements Radios Start Information System*
Desirable	Photo-finish EDM Equipment for checking throws implements	*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
FIELD JUDGING TEAM		
Field Referee	Level 2+ At least two qualified officials per event running at any one time and for pole vault one of those must be at least level 2 or above. Additional helpers are required and this is acceptable if instructed by a competent lead official	Level 3+ At least four qualified officials per event running at any one time
OFFICIALS STARTER TEAM		
Chief Starter Starter's Assistant	Level 1+ Level 1+	Level 3+ Level 3+
Desirable		Start Referee (Level 4) Additional Starters & Assistants as necessary



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Level 1

Level 2

OFFICIALS – TRACK TEAM – STANDARD COMPETITION – 200m/Straight track events

TRACK TEAM

Track Referee	Level 2+	Level 3+
Additional TJ	at least 3 qualified track judges	at least 5 qualified track judges

TIMEKEEPERS

Chief Timekeeper	Level 2+	Level 3+
Additional T/K	at least 3 qualified timekeepers (fewer may be acceptable for middle distance only events)	at least 3 qualified timekeepers (fewer may be acceptable for middle distance only events)

PHOTO-FINISH

(Optional)

(Essential)

	Level 2 minimum plus at least 1 PF Operator	Level 3 minimum plus at least 1 PF Operator
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STRAIGHT TRACK ONLY, WITH PHOTO-FINISH – OPTIONAL (see above for manual timing)

On understanding that only electronic times will be valid **

TRACK TEAM

Track Referee	Level 2+ Plus at least one qualified	Level 3+ Plus at least one qualified
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TIMEKEEPERS

	**Optional (see note above) Training of new timekeepers encouraged	**Optional (see note above) Training of new timekeepers encouraged
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PHOTO-FINISH

(Essential)

(Essential)

Chief Photo-finish	Level 2+ plus at least 1 PF Operators	Level 3+ Plus at least 1 PF Operators
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ADDITIONAL STAFFING FOR LEVEL 2 LICENSED EVENT

(DEPENDENT ON EVENT, NOT PART OF LICENSING REQUIREMENTS)

Technical Manager (Level 3+) plus a sufficient number of Clerks of Course, dependent on the programme of events. The team will cover both track and field events.
 National Technical Delegate (or local equivalent) (Level 4)
 Call Room / Seeders / Technical Information Centre
 Announcers



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Appendix 2

Permitted	Caution	Not Permitted		
How many events in one day?	U13 Year 6/7	U15 Year 8/9	U17 Year 10/11	U20 Year 12/13
	3+ relay unless in pentathlon	3+ relay unless in pentathlon	3+ relay unless in pentathlon	5
Triple Jump	U13	U15	U17	U20
Sprint ⇨ 200m	U13	U15	U17	U20
300m/400m	U13	U15	U17	U20
600m ⇨ Mile	U13 one race only on one day	U15 *one distance only per day for events 600m ⇨ 3000m	U17	U20
Over Mile ⇨ 3000m	U13	U15 only against own age group see note above*	U17	U20
Over 3000m ⇨ 5000m	U13	U15	U17 Only against own age group	U20
Over 5000m ⇨ 10000m	U13	U15	U17	U20
Over 10000m	U13	U15	U17	U20
Steeplechase	U13	U15 own age group development races only	U17	U20



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