

ST. LOUIS CATHOLIC YOUTH APOSTOLATE-CYC SPORTS - TRACK PROGRAM
GUIDELINES FOR COACHES, 2018 SEASON

We are pleased to offer your school the chance to participate in the St. Louis CYC Track Program this year. In an effort to make the meets as enjoyable as possible for everyone involved, we ask that you carefully read the guidelines for participation in the meet. Additional information can also be found in the cover letter that was included with the email

Registration and Rosters

- To register online go to: <http://www.cycstl.net/>
- Important dates for the 2018 season are:
 1. March 5th, online registration opens.
 2. March 19th, returning teams lose their prelim preferred status.
 3. March 26th, new CYC parishes/schools have preference over non-CYC churches/schools.
 4. April 17th, **Mandatory** Organizational Meeting in the Archbishop May Room at the Rigali Center at 7:00PM.
 5. April 28th, Trinity Prelim; May 5th, DuBourg Prelim; May 12th, Chaminade Prelim.
 6. May 19th, Finals at St Dominic High School.
- The Rigali Center is located at 20 Archbishop May Dr., Shrewsbury, MO, 63119.
- Track contact information:

CYC Sports Department
ATTN: Dan Fitzgerald Email: DanFitzgerald@archstl.org
20 Archbishop May Dr. Phone: 314-792-7255
St. Louis, MO 63119
Fax: 314-792-7619
- All registrations and rosters will be done online – <http://www.cycstl.net/>
- Please note that roster additions will **not** be accepted the Thursday and Friday prior to your scheduled preliminary meet. Roster additions due to emergencies (illness, injury, etc.) may be made the morning of the meet for relays only.

Volunteers for the Meet

- Each school is asked to provide one volunteer for each 10 participants from their school. ***The prompt arrival of volunteers to the meet is critical to the success and timeliness of the meet.*** Volunteers are expected to participate in both the preliminary and final meets. The coach is expected to train volunteers that will be organizing an event or acting as a meet official.
- During registration you have a chance to list the duties your team would like to have your volunteers perform. Final assignments will be determined at the Organizational Meeting April 17.
- A meeting for volunteers that will be running field events or organizing runners will be held the morning of each meet immediately following the general meeting for coaches. ***All volunteers are expected to show up for this meeting.***

- Volunteers are needed to time, judge relays, work the finish line (clerical), concession stand and Bar-BQ, work the tower (clerical), manage the public address system, work the bullpen, manage the field events (shot put, softball throw, standing long jump, running long jump, and high jump), direct parking and police trash..

General Guidelines (Please do NOT ask for exceptions to any rule or guideline)

- Athletes must be registered or reside in the parish they represent. Athletes representing schools must be enrolled in the school they represent. Up to six athletes from a neighboring parish/school may be on your team.

Each child entered as a participant in the meet may participate in a maximum of four events, including participation in the relays, but only three can be running events. All of the events a child participates in *must* be in a single age division. The eligibility of a child to participate in the meet in a given age division is determined by his/her age as of May 31, 2018.

- **Only one relay team is allowed, per age division and gender, per parish/school.**
- **The top SIX (6) participants from each event, in each age group and for each gender qualify for the championship meet.** In the case of a tie for sixth place, more than six may qualify. The results are posted near the tower during the meet and on the CYC website after the meet.
- **Running events take precedence over field events.** In the event a first call is given for a running event for a child also participating in a field event, the child should report to the volunteer in charge of the field event, give their name, age division, and school, and let them know that they must report to the running even that has been called. Once the child has completed their running event, they will be allowed to return to the field event and resume participation without penalty. ***NOTE: When a call is given for a running event, the child should report to the staging area (the bullpen) for the race and stay there. This allows the volunteers in the bullpen to place the child in lanes and heats before reporting to the track. Children should not wait until they see their age group is walking from the bullpen to the track to report. This was a problem in several running events in the past, particularly in the older divisions.***
- **All participants must have a name tag for each event that they are entered in.** We will supply coaches with 4 labels for each runner. The tag (label) must be affixed to the child's shirt prior to the start of the event. The label will state the child's name, parish/school, age division and Identifier number. It will not have an event. Coaches will be responsible for runners being in the correct event.
- **Coaches should NOT crowd the finish line or the timers. Coaches should NOT be in the tower once the meet has started, unless they are requested over the PA.** Your presence there asking for times often simply impedes the progress of the meet and interferes with the duties of the volunteers. If you have a question, please direct it to Dan or that meet's Co-Director.
- **Meets will be held rain or shine.** In the event of lightning or hail, the meet may be temporarily suspended until the threat of severe weather has passed. Please have all participants bring the appropriate clothing for a variety of weather conditions.

- **Athletes should be at the track, ready to participate in their events, a *minimum* of one hour ahead of the scheduled start of their first event.** Times given on the events schedule are our best estimate of when events should be run, and are affected by weather, the number of participants at any given meet, the timely arrival of volunteers for the events, etc. Every attempt will be made to keep the meet running on schedule. If a meet runs ahead of schedule, it will be allowed to run ahead of schedule, up to one hour ahead of the scheduled starting time for any given event. When the meet is more than an hour ahead, it will be halted until it is less than 60 minutes ahead of schedule. **If the meet is running ahead of schedule and a child shows up at the scheduled time for their event, they will *not* be allowed to make up the running of their event with a different age group or gender. Please do not ask for exceptions to this rule.**
- **Schools are responsible for the behavior and conduct of the members of their team.** Please help us in assisting the children at the meet in making wise choices regarding behavior, courtesy, and respect for the property as well as for the volunteers, adults, and other participants at the meet.
- **Schools are responsible for their own emergency medical first aid needs.** It may be helpful to bring ace bandages, gauze, Band-Aids, cold-paks, medical tape, sun block, etc.
- **Coaches should pick up their awards packets at the end of each meet. We ask that coaches please make the attempt to keep up with the results of the day throughout the course of the meet.**
- **PLEASE help us keep the grounds of the track and the school policed for trash.**

Contact Information

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 20 Archbishop May Dr.
 St. Louis, MO 63119
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