

TECHNICAL MANUAL



**AO Shirley Recreation Ground
Tortola
July 15 & 16, 2016**

General Information

Competition Venue and Dates

The 16th Biennial Caribbean Teachers Union Students' Track & Field Championship will be held in Road Town, Tortola in the British Virgin Islands on the A.O. Shirley Recreation Ground from July 15 - 16, 2016.

Invited Countries

Participation is open to the following CUT member/affiliate countries.

Anguilla (AIA)	Haiti (HAI)
Antigua & Barbuda (ANT)	Jamaica (JAM)
Bahamas (BAH)	Martinique (MRT)
Barbados (BAR)	Montserrat (MNT)
Belize (BIZ)	Nevis (NEV)
Bermuda (BER)	St. Croix (STX)
British Virgin Islands (IVB) Host	St. Kitts (SKN)
Cayman Islands (CAY)	St. Lucia (LCA)
Dominica (DMA)	St. Maarten (SXM)
Grenada (GRN)	St. Vincent & the Grenadines (VIN)
Guadeloupe (GDL)	Trinidad & Tobago (TRI)
Guyana (GUY)	

Airport

The main ports of entry in the British Virgin Islands are the T.B. Lettsome International Airport and the West End and Road Town Ferry Docks. All delegations will be received at these entry points by representatives of the BVI Tourist Board and the BVI Teachers' Union and will immediately be transported to the Games Village at the Prospect Reef Hotel. The transfer time from the Airport to the Games Village is 30 minutes.

The Games Village will open on Wednesday, 13th July 2016 after 12 noon and close on Monday before 12 noon

Entry Requirement

Valid passports and valid return tickets are required. Visitors from the following countries require visas:

- > Haiti
- > Jamaica
- > Guyana

Currency

The currency and only legal tender in the British Virgin Islands is the U.S. Dollar.

Banking

Banks are open Monday to Thursday 8:00 am to 4:00 pm and until 5:00 pm on Friday. ATM's are available

Commercial Banks

Scotia Bank
First Caribbean Bank
First Bank of the Virgin Islands
Banco Popular

Money Transfer

Moneygram and Western Union are open Monday to Friday

Departure Tax

On leaving the British Virgin Islands all visitors have to pay a departure tax of US\$20.00. It may be included in the cost of the ticket. Please verify.

Churches

All churches are within easy access.

Methodist	Seventh Day Adventist	Seventh Day Pentecostal
Pentecostal	Anglican	Apostolic
Baptist	Moravian	Catholic

Communication

Three (3) major telephone companies provide services in the British Virgin Islands:

- LIME provides land lines and mobile services
- CCT and DIGICEL provide mobile services.

Opening & Closing Ceremonies

The Opening Ceremony of the 16th Biennial Caribbean Teachers Union Students Track & Field Championship is planned for Friday 15th July, 2016 at 10:00 am on the A.O. Shirley Recreation Ground. The Closing Ceremony will take place after the last event on Day 2. There will be a Closing Party for all athletes and delegates at the Games Village on Saturday, July 16.

Cultural Evening

The BVITU will host a Cultural Evening at the Noel Lloyd Positive Action Movement Park on Thursday, 14th July at 5:00 pm to 7:00 pm for all delegation.

National Flags

At Accreditation, each delegation is asked to provide the National Flag, which will be raised during the Opening Ceremony and flown at the A.O. Shirley Recreational Grounds for the duration of the competition.

Technical Meeting

This meeting will be held at the Games Village in the Main Hall at 2:00 pm on Thursday, 14th July. 2016 Start lists for day one will be available.

Championship Officials

The championship officials will be provided by the host country. Volunteer qualified technical officials from participating countries are welcome

Numerical and Final Entries

Numerical entries must be submitted by 3rd May. Final entries indicating the names of the athletes and their best performance for the current year must be submitted by Thursday, 30th June.

Rules and Regulations

The Championship will be held in accordance with the current rules and regulations of the International Association of Athletic Federations (IAAF).

The Local Organizing Committee will resolve general matters not specifically covered in these rules and regulations. Local championship rules and regulations will be clarified at the Technical Meeting.

Warm Up Facilities

The warm up facility will be a 200m grass surface at the Althea Scatliffe Primary School adjacent to the competition arena.

Transportation

Transportation will be provided to and from the airport and ferry docks.

Please send travel itinerary to the Secretary of the Organizing Committee two weeks prior to arrival.

Game Village is a 10 minute drive from the A. O. Shirley Recreation Grounds. Bus shuttle service will be provided between the Grounds and the Games Village during the days of competition. Full details of the schedule will be displayed at each hotel and at the TIC.

Accommodation

Only athletes and team officials will be accommodated at the Games Village at the Prospect Reef Hotel. Breakfast, lunch and dinner will be provided for all teams.

Information & Technical Information Centre (TIC)

This will be located in a designated area on the Grounds.

A clock showing race times will be positioned near the Finish Line.

Start lists will be made available to team leaders after the Technical Meeting.

Results will be displayed on screen and on notice board near the TIC

Complete results will be made available at the end of the competition

Emergencies

In the event of an emergency, you may call 911. This number is linked to the Police, Ambulance, Fire Departments and the Peebles Hospital.

Medical Information

On-site medical services will be available. On call ambulance service will be available at the competition site during the days of the championship to deal with emergencies.

It is expected that the cost of any major medical treatment, if found necessary, will be borne by the individual and/or by the Association he/she represents.

Insurance

All delegations are encouraged to procure group travel insurance.

Security

Security Officers will be on duty at the competition venue.

24 hour security will be provided at the Games Village

Accreditation Levy & Age Verification

The Accreditation Centre will be located at Prospect Reef.

All passports or travel documents of all competitors must be presented at the center before completion of the accreditation process. The ages of all competitors will be verified.

The accreditation levy is \$200.00 per team member according to the official team size

The levy shall cover the period Thursday, 13th July mid-day to Monday 18th July in the morning.

Heads of delegations must finalize payment of the levy in US currency, in order to complete the accreditation process and receive their room keys.

Number of Competitors and Officials

Each country will be allowed a maximum of forty (40) competitors and ten (10) officials. Only one competitor per country per event will be allowed.

List of Events

The following events will be contested in the stipulated age categories:

Under 9 Boys and Girls

80m, 150m, 4x100m Relay, Cricket-Ball Throw (CBT), Long Jump

Under 11 Boys and Girls

100m, 200m, 300m, 4x100m Relay, Cricket-Ball Throw (CBT), Long Jump

Under 13 Boys and Girls

100m, 200m, 400m, 4x100m Relay, Cricket-Ball Throw (CBT), Long Jump, High Jump, Shot Put, Medley Relay (100m x 100m x 200m x 400m)

Under 15 Boys and Girls

100m, 200m, 400m 4x100m Relay, Javelin, Long Jump, High Jump, Shot Put, Medley Relay (100m x 100m x 200m x 400m)

Girls Open

800m, 1000m,

Boys Open

800m, 1200m,

Competition Numbers

Numbers will be checked in the Call Room to ensure that they correspond with the athletes' names. They shall be worn visibly on the chest. In the Call Room, competitors in running events shall be issued additional adhesive numbers, which shall be worn on the sides of their shorts.

Point System

Individual Events:	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
	9	7	6	5	4	3	2	1

Relays: Points will be doubled

Lanes and Starting Order

The allocation of lanes and order of attempts shall be decided randomly by HyTek Meet Manager. In the case where best times are submitted the seeding will be done using the information provided.

Competition Preparation

Each athlete will be allowed two (2) practice trials under supervision of the officials. This will be done according to competition order. Only official markers provided by the LOC will be allowed to mark runways.

Trials in Field Events

All participants in the listed field events will be allowed four (4) attempts

Long Jump

Shot Put

Cricket Ball Throw

Timing

This will be done by Fully Automated Timing System Finish Lynx

Departure

Departure times for airport or Ferry Dock of Bus Shuttle will be provided at the Reception Desk at the hotel and at the TIC

NOTE

A session will be scheduled to review the development of the Championship.

All suggested changes will be discussed and any implementation will be proposed for the 17th

Championship in 2018

CHAMPIONSHIP REGULATIONS

1. There will be a designated area for athletes and team officials
2. Team Officials will not be allowed on the field
3. One accredited team official may be appointed to assist athletes in the Field Events for a maximum of 20 minutes and thereafter must return to the coaching box.
4. Athletes will only be allowed on/off the field under the supervision of a technical official.
5. Reserves for events should be listed along with entries prior to the Championship.
6. Only listed reserves for their particular event shall be allowed to compete.
7. All track events will be contested on a time-final basis
8. Track events in the U9 & U11 age categories will be allowed one (1) false start and U13 and U15 will be governed by the IAAF False start rule.
9. Athletes may only compete out of their respective age categories in the Open Events. They may not compete in a lower age category
10. Calls for events will be as follows:

➤ Track

- i. First Call - 30 minutes prior to event
- ii. Second Call - 15 minutes prior to event

➤ Field

- iii. First Call - One hour prior to event
- iv. Second Call - 30 minutes prior to event

11. After the second call, athletes will be under the jurisdiction of the Meet Officials
12. Protests must be made in accordance with the rules of the IAAF. They must be submitted in writing to the Jury of Appeal accompanied by US\$50.00.
13. The weight of the implements are as follows:

- Javelin U15 Girls - 500g
- Javelin U15 Boys - 600g
- Shot U13 Girls & Boys & U 15 Girls - 3kg
- Shot U15 Boys - 4kg

14. Starting height for the High Jump events:

- U 13 Girls - 1.00m with 5cm increments up to 1.20m
after which the increment will be 3cm

- U 13 Boys - 1.10m with 5cm increments up to 1.30m
after which the increment will be 3cm

- U 15 Girls - 1.20m with 5cm increments up to 1.40m
after which the increment will be 3cm

- U 15 Boys - 1.30m with 5cm increments up to 1.50m
after which the increment will be 3cm

ORDER OF EVENTS

DAY 1

<u>#</u>	<u>TIME</u>	<u>EVENT</u>	<u>DIV</u>	<u>ROUND</u>
1.	11:30 am	High Jump	U 13 Girls	Final
2.	11:30 am	Shot Put	U 13 Boys	Final
3.	11:30 am	Long Jump	U 11 Boys	Final
4.	11:30 am	Long Jump	U 11 Girls	Final
5.	11:30 am	Javelin	U 15 Girls	Final
6.	11:30 am	CBT	U 9 Girls	Final
7.	11:35 am	1000m	Open Girls	Final
8.	11:45 am	1200m	Open Boys	Final

P R E S E N T A T I O N

LUNCH

9.	1:15 pm	80m	U 9 Girls	Heat 1
10.	1:20 pm	80m	U 9 Girls	Heat 2
11.	1:25 pm	80m	U 9 Girls	Heat 3
12.	1:30 pm	80m	U 9 Boys	Heat 1
13.	1:35 pm	80m	U 9 Boy	Heat 2
14.	1:40 pm	80m	U 9 Boy	Heat 3
15.	1:45 pm	100m	U 11 Girls	Heat 1
16.	1:50 pm	100m	U 11 Girls	Heat 2
17.	1:55 pm	100m	U 11 Girls	Heat 3
18.	2:00 pm	100m	U 11 Boys	Heat 1
19.	2:05 pm	100m	U 11 Boys	Heat 2
20.	2:10 pm	100m	U 11 Boys	Heat 3

P R E S E N T A T I O N

21.	2:40 pm	100m	U 13 Girls	Heat 1
22.	2:45 pm	100m	U 13 Girls	Heat 2
23.	2:50 pm	100m	U 13 Girls	Heat 3
24.	2:55 pm	100m	U 13 Boys	Heat 1
25.	3:00 pm	100m	U 13 Boys	Heat 2
26.	3:05 pm	100m	U 13 Boys	Heat 3
27.	3:10 pm	100m	U 15 Girls	Heat 1
28.	3:15 pm	100m	U 15 Girls	Heat 2
29.	3:20 pm	100m	U 15 Girls	Heat 3
30.	3:25 pm	100m	U 15 Boys	Heat 1
31.	3:30 pm	100m	U 15 Boys	Heat 2
32.	3:35 pm	100m	U 15 Boys	Heat 3

P R E S E N T A T I O N

33.	3:50 pm	CBT	U 13 Boys	Final
34.	3:50 pm	Long Jump	U 9 Girls	Final
35.	3:50 pm	High Jump	U 15 Girls	Final
36.	3:50 pm	300m	U 11 Girls	Heat 1
37.	3:55 pm	300m	U 11 Girls	Heat 2
38.	4:00 pm	300m	U 11 Girls	Heat 3
39.	4:05 pm	300m	U 11 Boys	Heat 1
40.	4:10 pm	300m	U 11 Boys	Heat 2
41.	4:15 pm	300m	U 11 Boys	Heat 3
42.	4:20 pm	400m	U 13 Girls	Heat 1
43.	4:25 pm	400m	U 13 Girls	Heat 2
44.	4:30 pm	400m	U 13 Girls	Heat 3
45.	4:35 pm	400m	U 13 Boys	Heat 1
46.	4:40 pm	400m	U 13 Boys	Heat 2
47.	4:45 pm	400m	U 13 Boys	Heat 3

P R E S E N T A T I O N

48.	5:10 pm	Long Jump	U 9 Boys	Final
49.	5:10 pm	CBT	U 11 Girls	Final
50.	5:10 pm	400m	U 15 Girls	Heat 1
51.	5:15 pm	400m	U 15 Girls	Heat 2
52.	5:20 pm	400m	U 15 Girls	Heat 3
53.	5:25 pm	400m	U 15 Boys	Heat 1
54.	5:30 pm	400m	U 15 Boys	Heat 2
55.	5:35 pm	400m	U 15 Boys	Heat 3

P R E S E N T A T I O N

56.	5:50 pm	CBT	U 13 Girls	Final
57.	5:50 pm	High Jump	U 15 Boys	Final
58.	5:50 pm	Shot Put	U 15 Girls	Final
59.	6:00 pm	Medley (100x100x200x400)	U 13 Girls	Heat 1
60.	6:10 pm	Medley (100x100x200x400)	U 13 Girls	Heat 2
61.	6:20 pm	Medley (100x100x200x400)	U 13 Boys	Heat 1
62.	6:30 pm	Medley (100x100x200x400)	U 13 Boys	Heat 2
63.	6:40 pm	Medley (100x100x200x400)	U 13 Girls	Heat 1
64.	6:50 pm	Medley (100x100x200x400)	U 13 Girls	Heat 2
65.	7:00 pm	Medley (100x100x200x400)	U 13 Boys	Heat 1
66.	7:10 pm	Medley (100x100x200x400)	U 13 Boys	Heat 2

P R E S E N T A T I O N

DAY 2

67.	1:00 pm	CBT	U 11 Boys	Final
68.	1:00 pm	Long Jump	U 13 Girls	Final
69.	1:00 pm	Long Jump	U 15 Girls	Final
70.	1:00 pm	High Jump	U 13 Boys	Final
71.	1:00 pm	Shot Put	U 15 Boys	Final
72.	1:00 pm	150m	U 9 Girls	Heat 1
73.	1:05 pm	150m	U 9 Girls	Heat 2
74.	1:10 am	150m	U 9 Girls	Heat 3
75.	1:15 am	150m	U 9 Boys	Heat 1
76.	1:20 am	150m	U 9 Boys	Heat 2
77.	1:25 am	150m	U 9 Boys	Heat 3

P R E S E N T A T I O N

78.	1:35 pm	200m	U 11 Girls	Heat 1
79.	1:40 pm	200m	U 11 Girls	Heat 2
80.	1:45 pm	200m	U 11 Girls	Heat 3
81.	1:50 pm	200m	U 11 Boys	Heat 1
82.	1:55 pm	200m	U 11 Boys	Heat 2
83.	2:00 pm	200m	U 11 Boys	Heat 3
84.	2:05 pm	Long Jump	U 15 Boys	Final
85.	2:10 pm	Shot Put	U 13 Girls	Final
86.	2:15 pm	CBT	U 9 Boys	Final

P R E S E N T A T I O N

87.	2:30 pm	200m	U 13 Girls	Heat 1
88.	2:35 pm	200m	U 13 Girls	Heat 2
89.	2:40 pm	200m	U 13 Girls	Heat 3
90.	2:45 pm	200m	U 13 Boys	Heat 1
91.	2:50 pm	200m	U 13 Boys	Heat 2
92.	2:55 pm	200m	U 13 Boys	Heat 3
93.	3:00 pm	200m	U 15 Girls	Heat 1
94.	3:05 pm	200m	U 15 Girls	Heat 2
95.	3:10 pm	200m	U 15 Girls	Heat 3
96.	3:20 pm	200m	U 15 Boys	Heat 1
97.	3:25 pm	200m	U 15 Boys	Heat 2
98.	3:30 pm	200m	U 15 Boys	Heat 3
99.	3:35 pm	Long Jump	U 13 Boys	Final
100.	3:35 pm	Javelin	U 15 Boys	Final
101.	3:50 pm	800m	Open Girls	Final
102.	4:00 pm	800m	Open Boys	Final

P R E S E N T A T I O N

103.	4:15 pm	4 x 100m Relay	U 9 Girls	Heat 1
104.	4:25 pm	4 x 100m Relay	U 9 Girls	Heat 2
105.	4:35 pm	4 x 100m Relay	U 9 Boys	Heat 1
106.	4:45 pm	4 x 100m Relay	U 9 Boys	Heat 2
107.	4:55 pm	4 x 100m Relay	U 11 Girls	Heat 1
108.	5:05 pm	4 x 100m Relay	U 11 Girls	Heat 2
109.	5:15 pm	4 x 100m Relay	U 11 Boys	Heat 1
110.	5:25 pm	4 x 100m Relay	U 11 Boys	Heat 2
111.	5:35 pm	4 x 100m Relay	U 13 Girls	Heat 1
112.	5:45 pm	4 x 100m Relay	U 13 Girls	Heat 2
113.	5:55 pm	4 x 100m Relay	U 13 Boys	Heat 1
114.	6:05 pm	4 x 100m Relay	U 13 Boys	Heat 2
115.	6:15 pm	4 x 100m Relay	U 15 Girls	Heat 1
116.	6:25 pm	4 x 100m Relay	U 15 Girls	Heat 2
117.	6:35 pm	4 x 100m Relay	U 15 Boys	Heat 1
118.	6:45 pm	4 x 100m Relay	U 15 Boys	Heat 2

P R E S E N T A T I O N

CLOSING CEREMONY

CARIBBEAN UNION OF TEACHERS
16TH BIENNIAL TRACK & FIELD CHAMPIONSHIP 2016
FINAL ENTRIES

COUNTRY _____

AGE CATEGORY _____

GENDER _____

DATE: _____

To be submitted no later than 30th June, 2016. Please submit a reserve for each event.

EVENT	SURNAME	FIRST NAME	DATE OF BIRTH Day/ Month/ Year	Best Performance
100m / 80m				
Reserve				
150m / 200m				
Reserve				
300m / 400m				
Reserve				
800m				
Reserve				
1500m				
Reserve				
Long Jump				
Reserve				
CBT				
Reserve				

High Jump				
Reserve				
Shot Put				
Reserve				
Javelin				
Reserve				
4 x 100m				
Medley (100 x 100 x 200 x 400)				

**CARIBBEAN UNION OF TEACHERS 16th BIENNIAL STUDENTS
TRACK & FIELD CHAMPIONSHIP 16
July 15 & 16, 2016**

To be filled out for athletes with specific medical requirements and/or dietary needs

NAME _____

COUNTRY _____

MALE _____ **FEMALE** _____

MEDICAL REQUIREMENTS

DIETARY NEEDS

Manager/Coach