



# BRITISH ATHLETICS

## Level 2 Endurance Officials' Logbook



**ATHLETICS**  
NORTHERN IRELAND



**ENGLAND**  
ATHLETICS



**SCOTTISH**  
ATHLETICS



**WELSH ATHLETICS**  
ATHLETAU CYMRU

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## Introduction and Welcome

Welcome to the UKA Level 2 Endurance Officials' programme. We are sure that you will find this to be an interesting and beneficial course that will prepare you to take your place as an Endurance Official with your local club, competition provider or organisation. Volunteer officials form the backbone of competition for all levels of the sport - from youngsters to adults, from club based athletes to Olympic standard. Without people like yourself the sport would struggle to exist – so in advance of you officiating may I wish you every success in what you want to do and thank you for joining the 'Pathway' to becoming an Endurance Official.

Your attendance on this course today demonstrates you already have some experience and want to become a licensed endurance official. Endurance officiating covers a wide spectrum of events and you are encouraged to obtain as wide an experience as possible both across the sport and through the competition hierarchy. At the highest level that means national and international events. However, the speed and level to which you progress is your decision. Whatever choice you make, let me welcome you to our fabulous sport.

*Cherry Alexander MBE  
Major Events Director  
UK Athletics*

## The Purpose of this Logbook

This logbook has been designed to help you progress along the Endurance Officials Pathway at Level 2. Initially it will enable you to document your officiating experiences as you work your way along this pathway starting with Level 2a.

An accompanying CD-ROM is included with this pack and forms part of this logbook. On it you will find further reading materials which will be essential in your development as an Endurance Official. Should you want to progress to Level 2b and Level 2c information is included about the self-taught modules you need to complete as well as the documentation you need to produce.

When becoming an Endurance Official, you will find that there are many people in the same situation as you. There are also many Officials willing to support you in your development. To this end we have included a copy of the Record of Experience form which should be completed annually to show your learning as it takes place. Many people now complete this form electronically and it can be downloaded from your disk or the British Athletics website.

Other Officials might act in a capacity of a “mentor”. Please feel free to detail those mentoring sessions or occasions that you benefit from. As you work towards Level 2c evidence of mentoring and reporting on your performance is required.

Therefore if you would like to develop your officiating further, get in touch with your Home Country Association Their details are at the end of this logbook. Full details of the roles of officials and the full range of qualifications can be found in Appendix F of the UKA Rules for Competition 2014.

## The Pathway to becoming an Endurance Official

It is likely that you will have some first-hand experience at an endurance event and either enjoyed the experience or encouraged by the organisers to obtain more experience. The starting point is to attend a Level 2 Endurance Officials’ course.

The tiered structure for Officiating and the level they are likely to operate at looks something like this:

<b>Level 3</b>		National/International Level Events
<b>Level 2</b>	<b>2c</b>	Regional Level
	<b>2b</b>	County Level
	<b>2a</b>	Club and County School Meetings

At Level 2 we do not ask our officials to choose or opt for a specific discipline as in due course you are likely to become competent in many endurance activities. Endurance includes cross country, road running, Multi-Terrain and similar events.

## How Do I Qualify As An Endurance Official?

Now that you have satisfactorily attended the Level 2 Endurance Officials' course, you should complete the following actions to become a licensed Technical Official:

1. At this stage you should have already completed an application form to become a licensed endurance official and provided a passport size photograph of yourself.
2. Arrange to get your police records check done as instructed by your Home Country Association.
3. Read and understand the Health and Safety Guidance on pages 14 and 15.
4. Arrange to officiate at endurance events where you can be supported by licensed Endurance Officials.

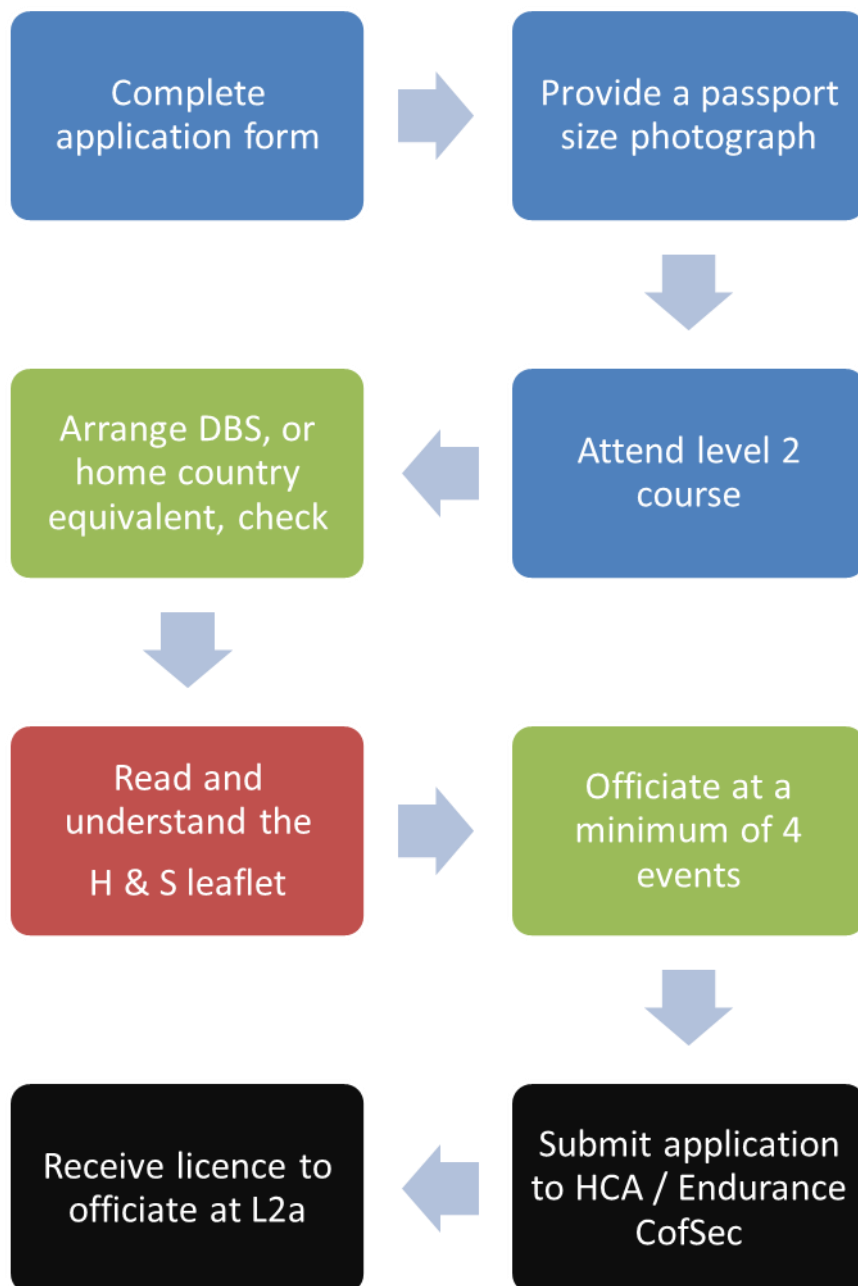
### Where can I officiate?

- A level 2a (Club Official) may officiate at club and schools' meetings under supervision.
- A level 2b (County (or home country equivalent) Official who has completed the Race Referee module may referee local/club road races up to 600 competitors and cross country races up to 300 runners.
- A level 2c (Region (or home country equivalent)) Official may referee regional or home country equivalent with up to 3,000 runners in road races and 400 in cross country races.
- A level 3 Official may referee home country cross country and road championships and road races with over 3,000 runners.

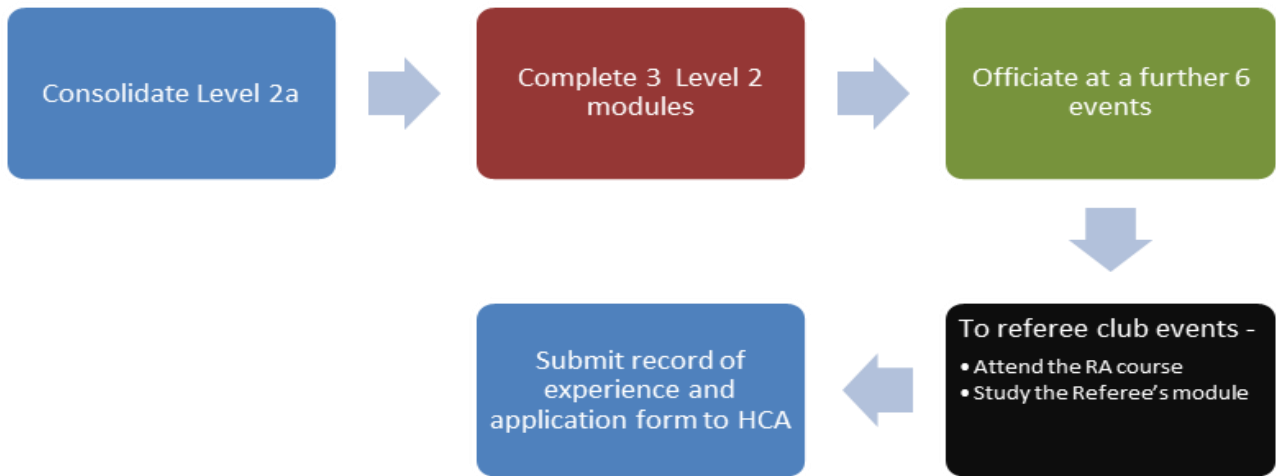
Detailed information on qualifying as a Level 2A Endurance Official follows on the next page.

## A diagrammatic summary of progression through Level 2

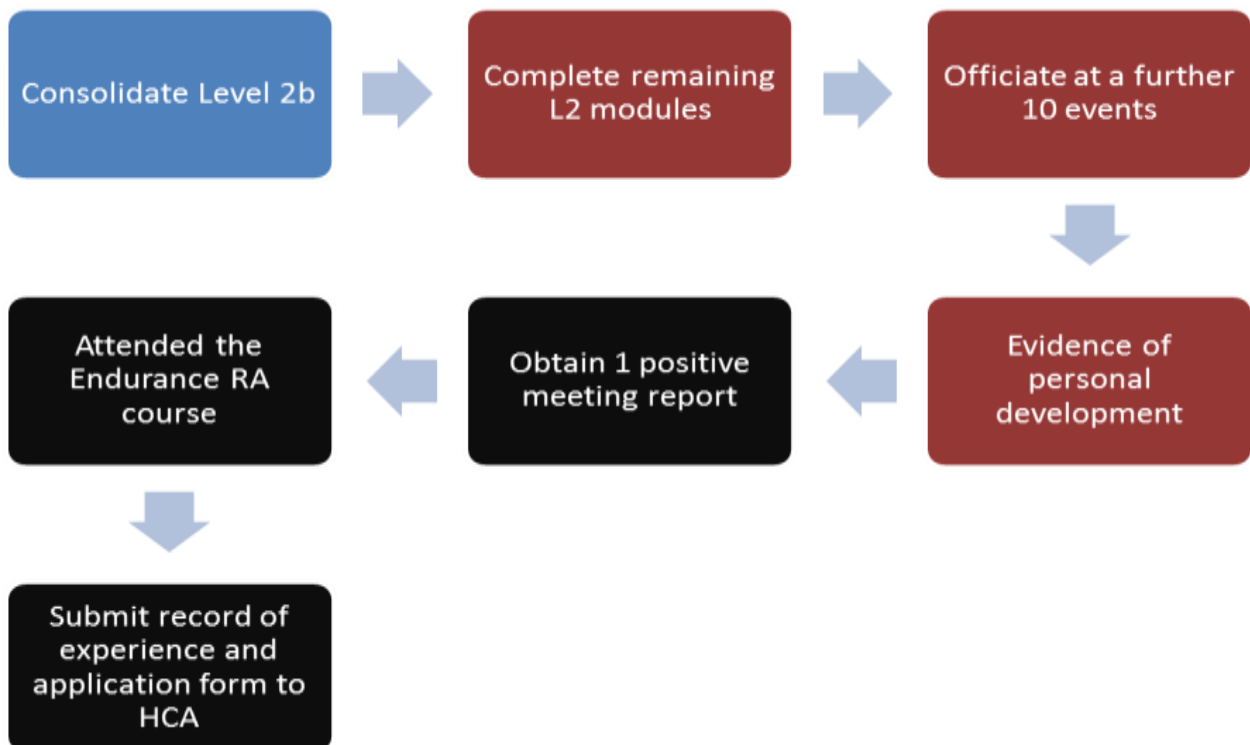
### UKA LEVEL 2 Club Official ( 2a)



## UKA LEVEL 2 County Official (2b)



## UKA LEVEL 2 Regional Official (2c)



## Record of Experiences for Endurance Officials

**The Record of Experiences** is a means of recording all officiating duties to

- help Officials keep a check on where and when he / she has worked,
- use when applying for accreditation at another level,
- help your County Endurance Officials' Secretary know who is currently active.

Whilst it is not compulsory, it is recommended that all Endurance Officials complete a record of experience form no matter what level they are. The Endurance Official's year for experience commences on the 1<sup>st</sup> September and concludes on the 31<sup>st</sup> August of each year to coincide with the endurance running seasons, particularly the Road Relay championships. Events included on the Record of Experience must be from UKA licensed races. Experiences at ARC licensed races, at a parkrun or as Event Adjudicator cannot be accepted for accreditation purposes.

At the beginning of September all Endurance Officials are asked to forward their Record of Experience form to their County Endurance Officials Secretary - England (CofSec) or Home Country Officials' Officer. The Official is advised to keep a copy and the CofSec / HC Officer will keep them for three years. The Record of Experience form can be found at page 17 of this Logbook.

The Endurance Officials Education and Training Sub Group have agreed the policy on the experiences that shall be accepted on an official's log sheet as part of their progression and achievements through the Endurance Officials Pathway. It is understood and accepted that many Officials are content to remain at the same level, progress is not compulsory and all Officials are essential and valued, but all are encouraged to submit their log sheets to demonstrate continued activity.

Experiences provide an important balance between formal tuition and learning and practical applications of the knowledge officials will have learned on courses and via associated learning. A variety of officiating experiences must be sought; officials are reminded that experiences of a similar level or type will mean that progression through the levels is delayed until a more varied experience base is achieved.

The same is also true for where the experiences are achieved; experiences at level 2b and 2c in longer races should be achieved at county/regional level, with evidence supporting that the official has sought experiences at events in other counties/regions. Further details on the number of runners in races can be found on the Pathway document.



## Level 2a (Club)



### Valid Level 2a (Club) Experiences

**No more than two of the same type of experience should feature. Three differing experiences should be achieved as a minimum.**

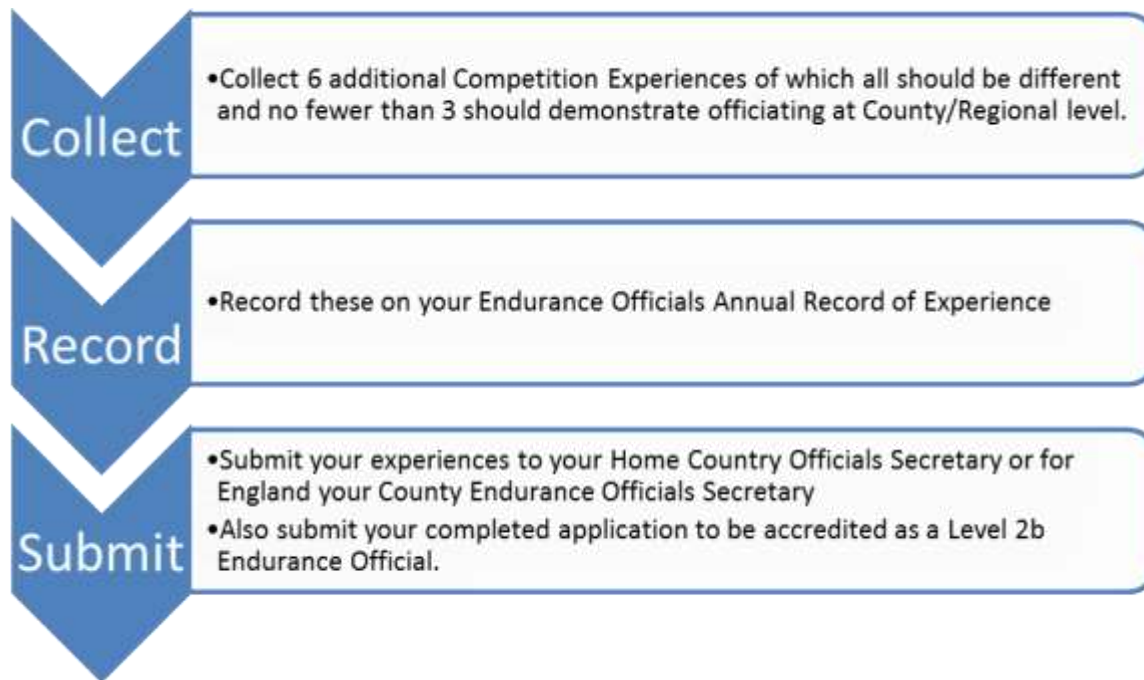
Pre-Race Registration Duties
Assisting with the setting out a start / finish area pre-race
Start Line assisting / assembling Athletes
Course Marshalling
Marshalling Crossing Points
Marshalling at Road Junctions
Assisting with the judging / recording at a race finish or equivalent
Stewarding / Marshalling at finish or operating a finishing funnel
Timekeeper Recording

### Requirements for progressing on the pathway

Each Endurance Official must make their own decision as to whether or not he / she seeks to progress to another level; it is not compulsory. If you are seeking to progress then the basic requirements for the different levels are outlined in the following sections of the document.

Advancement from 2c to level 3 will be at the discretion of the Endurance Education and Training sub-group and subject to completion of the Level 3 course modules, submitting the necessary competition experiences and receiving four positive reports on performance in senior positions at events.

## Level 2b (County or Home Country Equivalent)



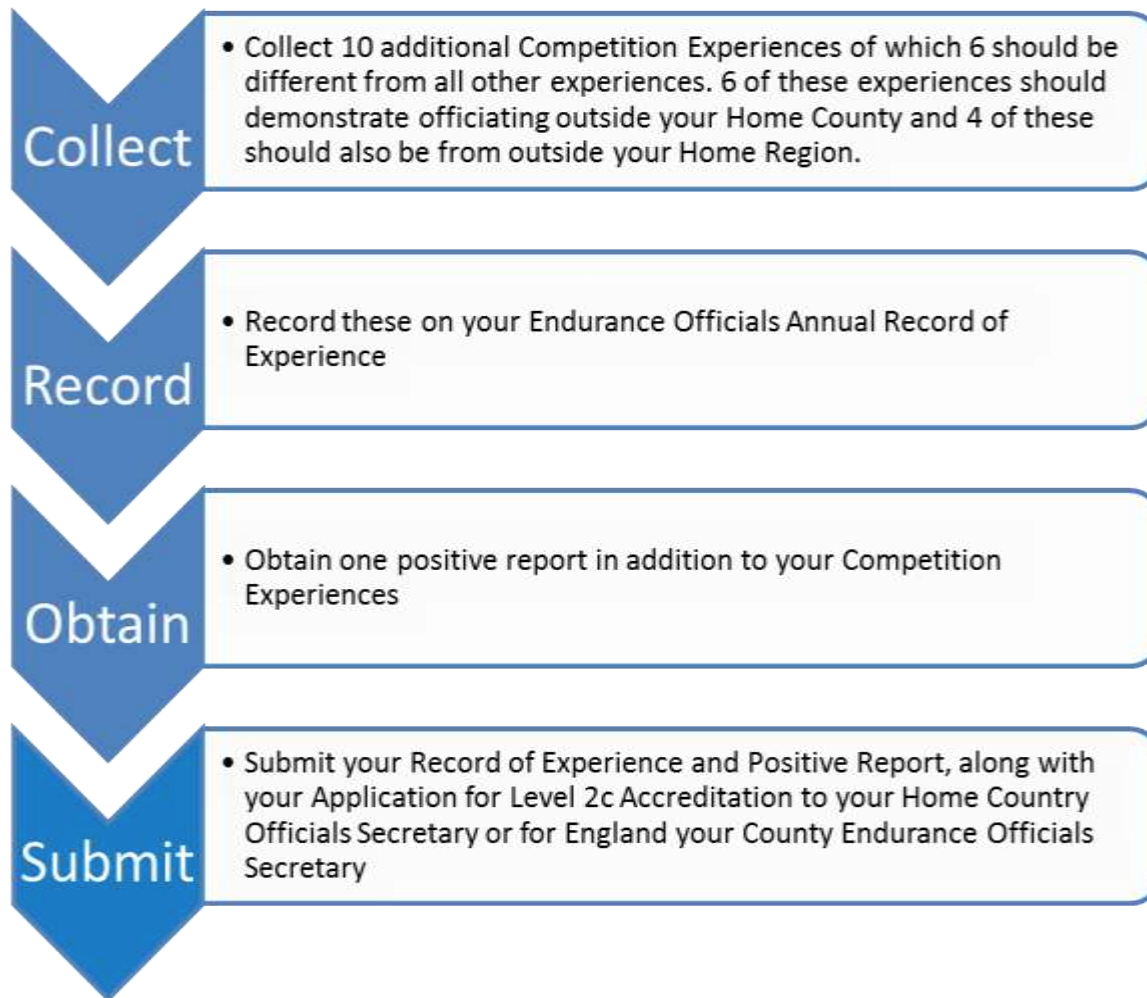
### Complete the required number of Level 2b Self-taught Modules – 2 Compulsory and 1 Optional.

The two compulsory modules from the Level 2 self-taught course are 1) Judging & Recording and 2) Sector Marshalling with options selected from the remaining modules.

### Approved experiences for Level 2b and Level 2c

Race Day Registration
Management of a sector or management of a group of marshals
Marshalling 'complex' junctions and / or loops or change overs in relays
Managing course set up and marking / signing (in smaller sized races of 1,000 competitors or less)
Managing post-race / post-finish services or equivalent role
Start / Finish Area Management / Start Director or equivalent role
Managing on course drinks or sponge stations
Lap Recording
Finish Recording
Finish Funnel Management
Manual Timekeeping at endurance events
Timekeeper recording
Clerk of the Course duties and responsibilities
Course Director
Race Refereeing or Assistant to Race Referee
Line judging / judging a finish

## Level 2c (Regional or Home Country Equivalent)



**Complete the remaining Level 2 Modules (3 in number)**

**Level 2c Experiences are the same as those in the list for Level 2b although there is an expectation of having managerial responsibilities at L2c.**

**For England the list of County Endurance Officials Secretaries can be located via the link below**

<http://www.englandathletics.org/page.aspx?sitesectionid=1282&sectionTitle=Endurance+Officials+Contacts>

## Endurance Running and Officiating

There are five Endurance Running disciplines regulated by UKA Rules for Competition: Cross Country, Fell and Hill, Road, Trail and Ultra Distance. Many races are promoted under the term “Multi-Terrain” and the differences are explained below.

The education process for Endurance Officials is restricted to Cross Country and Road but Endurance Officials may be invited to work at race within one of the other disciplines; this should not create any issues as the skills required for the start and finish at Fell and Hill and Trail races are identical to Cross Country and Road but be aware that additional responsibilities may apply in respect of safety procedures if working out on the course: always clarify issues of responsibility at Fell and Hill and Trail races with the event organiser before accepting your invitation.

### Endurance Disciplines

The definitions listed here are extracted from UKA Rules for Competition, 2014 – 2016, Appendix F where additional information can be found.

#### Road Running

Road Races shall be run on tarmac, concrete or paved roads. When traffic or similar circumstances make it unsuitable the course, duly marked, may be on a bicycle path or footpath alongside the road, but should not be on soft ground such as verges or the like. (UKA Rule 210(2))

#### *Multi-Terrain*

Multi-Terrain, although not a discipline recognised within UKA Rules for Competition, is closely aligned to Road Running. Multi-Terrain races are defined as those up to and including marathon distance which do not meet the full definition of Road Races within the Rules, but are run over at least 40% tarmac, concrete or paved roads.

Road Running Rules and Standards, where applicable, are applied to Multi-Terrain races. Multi-Terrain races shall be licensed by runbritain. Where a Multi-Terrain licence has been issued the race prospectus and entry form should state that the event is held under UKA Rules for Road Running, where applicable to Multi-Terrain events.

Any off-road race that falls outside the definition of Multi-Terrain shall be held under the UKA Rules for Competition for the endurance discipline that most closely reflects the nature of the event, and permits or licences for such races shall be issued by the organisation that manages and regulates that endurance discipline.

#### Trail

UKA Rule 602 defines Trail races as follows:

(1) Trail races are races that are predominantly along:

- (i) footpaths, bridleways and towpaths over which there is a public right of way.
- (ii) private paths with the consent of the owner or occupier as appropriate.
- (iii) trails across land and coastal margins where relevant legislation grants the right of public access on foot. (Such legislation includes the Countryside and Rights of Way Act 2000, and the Land Reform (Scotland) Act 2003)

(2) Trail race routes may include connecting stretches of public road and/or private or public land without a path when the owner’s permission has been obtained, if required for legal access.

(3) Courses of up to marathon distance, i.e. 42.2 kms, which are less than 60% as defined in Rule 602(1), are not to be classified as Trail Races.

## **Cross Country**

A cross country course is designed to be appropriate for a number of races held on one day over varying distances and as such will be on a lap course that will usually be between 1,500 and 5,000 metres in length. The course will normally be suitable for spiked shoes and should not include road or other hard surfaces although it is recognised that non-championship races may include sections that make the course more suitable for studs. When an event is held under IAAF Rules then IAAF Rule 250 provides a definition of the nature of course required.

## **Fell and Hill**

Fell Running is a traditional activity in the UK with a long history; races are held on a wide variety of courses on mountains, hills and fells. Courses are graded into categories which are defined in UKA Rules for Competition; the grading is determined by the race distance and severity of climb. Some courses may require runners to have navigational skills and many "A" category races may prove hazardous and should only be attempted by those with the necessary experience to cope with the adverse conditions that may occur in remote mountain locations.

## **Ultra Distance**

Races may be held on either track or road surfaces and will be at a distance exceeding 30 kms and further information can be found in UKA Rules for Competition, rules 151 – 159.

## **Mountain Running**

Mountain running is recognised internationally by the International Association of Athletics Federations (via its association with the World Mountain Running Association) and European Athletics. Mountain Running races take place on primarily off road terrain on well-defined routes, requiring no navigation or route choice. The profile of the course involves either considerable amounts of ascent (for mainly uphill races), or ascent/descent (for up and down races with start and finish at the same level), with no dangerous sections. The average incline of the course should be a minimum of 5% (or 50 metres per kilometre) and not exceed 20% (or 200 metres per kilometre). Runners are not allowed to use supplementary aids such as poles.

## HEALTH and SAFETY GUIDANCE for ENDURANCE OFFICIALS

### A. General Considerations

An Endurance Official is defined as someone responsible for the fair promotion of competition of a cross country, road or trail race on race day, hereafter referred to as “events”.

Whilst events managed by voluntary organisations do not fall under the requirements of the Health & Safety at Work Act, they do fall under Civil Law and a Duty of Care requirement that is relevant to all those involved in, or affected by an event. UKA’s guidance for managing events safely is based upon best practice, and has a dual purpose:

1. To promote safe, well managed events and;
2. Protect organisers from potential negligence claims

Click [here](http://www.hse.gov.uk/voluntary/when-it-applies.htm) (<http://www.hse.gov.uk/voluntary/when-it-applies.htm>) for more information on the difference between civil law and Health & Safety Law.

Ultimate responsibility for Health and Safety at events rests with the Race Director / Event Manager. Officials have a duty to be aware of Health and Safety issues associated with the event and take appropriate action when necessary.

These guidance notes are designed to provide an overview to new officials and also as an aide-memoire to those with years of experience.

Whilst every event is different there are common hazards associated with events that all officials should be mindful of:

#### 1. The Terrain

- a) Tripping hazards
- b) Slippery and icy conditions
- c) Water hazards

#### 2. Weather

Ensure adequate and suitable clothing, including high visibility bibs or similar where required, is worn. Officials should take into account the following, bearing in mind how quickly the weather can change:

- a) Extreme weather conditions (high/low temperatures, humidity levels, windy/gale conditions, storms, heavy precipitation (rain/snow/sleet), airborne pollutants (smog/dust) leading to:
- b) Wet/muddy/icy conditions
- c) Hypothermia (Exposure)
- d) Hyperthermia (Heat Stroke)
- e) Dehydration
- f) Hyponatremia (low levels of sodium in the blood caused by excessive water consumption)

#### 3. Communications

- a) Officials should ensure that the Race Director / Event Manager is aware of any problems. Officials may attempt to solve the problem but must report to the Race Director / Event Manager.
- b) Officials should be aware of the location of other Officials.
- c) Officials should have the means to communicate with the Race Director / Event Manager and/or other Officials.
- d) Officials should be aware of safety issues.
- e) Officials should know the general layout of the course and the location of water, medical support, spectators, etc.

#### 4. Temporary Structures

- a) Officials should be aware of hazards associated with the erection of temporary structures:
  - i) Equipment including splinters in wood and working at height
  - ii) Ladders, scaffolding, towers, gantries, lifting and manual handling.

- b) Any marquee, tent or temporary structure erected as part of an event should be suitable for the purpose intended, of good condition and erected by competent persons.
  - c) Specialist contractors must be employed to provide marquees and tents.
  - d) Where persons are erecting equipment, banners, etc. at height, a proper risk assessment should be taken and working at height regulations must be adhered to.
  - e) Where heavy objects are required to be lifted Officials must be trained in correct manual handling techniques.
  - f) All contractors must provide their risk assessment and insurance details in relation to their contracted work, a copy of which should be filed with the event plan.
5. Barriers and Stands
- a) The use of barriers on roads is subject to highway/roads authority and barriers must be erected by competent personnel.
  - b) Raised “concert style” barriers must not be used unless monitored by trained, experienced stewards familiar with their operation.
  - c) The same criteria apply equally to the erection and use of barriers in park stadia.
6. Lead and Follow-up Car
- a) Officials driving lead/follow up cars have no special rights or privileges and must always obey the Highway Code. No attempt should be made to obstruct other cars or vehicles.
  - b) Whenever possible cars must be occupied by at least 2 persons so that communication by mobile phone or radio can be made.
  - c) A sign should be attached to the front or rear of the car, as appropriate, warning of runners in the road. Signs must not obscure the driver’s view number plate or lights.
  - d) If a motorcycle is employed then the driver should wear a high visibility jacket with a warning notice on the back.

## **B. Specific Considerations**

### 1. Finish

- a) Officials should wear appropriate gloves in view of the danger of infection etc, to/from athletes.
- b) In particular care should be taken by Officials removing or retrieving timing chips, especially those attached by Velcro bands, chips may have traces of blood, etc. on them.

### 2. Drinks Stations

Officials should wear appropriate gloves, especially when dealing with unsealed drinks.

### 3. Start

- a) If involved at the start Officials should be aware of whom the Starter is.
- b) Officials should make the Starter and other Start Officials aware of any problems observed, e.g. children starting in front of adults.

### 4. Signs

- a) Must be of an appropriate height and fixed in positions that are highly visible to participants but do not cause any safety hazards to runners, spectators or Officials.
- b) Care must be taken in the erection of signs – where ladders are used correct safety procedures must be taken. (e.g. Working at Height)

### 5. Marshals

- a) The adequate training and briefing of Marshals is crucial for effective event safety.
- b) Marshals do not have the power to direct traffic and should not try to stop or control moving traffic; only a police officer in uniform has the power to do this. However, Marshals may direct competitors and warn them of any potential hazards.
- c) The Race Director / Event Manager must ensure that Marshals do not exceed their lawful powers and must warn Marshals that they are not immune from prosecution for any unlawful, inappropriate or dangerous actions.
- d) Marshals must be familiar with the event route and know all the elements of the event. The briefing must include emergency contacts, information on other route users (cars, pedestrians etc), retirement procedures, accident/incident reporting, and the location of refreshments, first aid, etc.
- e) All Marshals must wear a distinctive jacket, tabard or top.
- f) Marshals in lead or following cars must stay within the law.

## Additional Reading Material

### UKA Cross Country Event Organisation Guide

The UKA Cross Country Event Organisation Guide is available either as a hard copy from UKA or at <http://www.britishathletics.org.uk/competitions/useful-documents/>. It is designed to provide support to the promoters of cross country events at all levels – recognising that events may be relatively straightforward local competitions or complex organisational tasks when staging a national event with up to ten separate races.

Much of the content is not particularly relevant to the Endurance Official other than as a helpful background to the sport generally but there are sections which will assist the Official to contribute more effectively to the presentation and the experience for the athlete. These include:

- Detail on the planning that goes into a cross country competition;
- Information on the various roles and duties that must be fulfilled;
- A comprehensive guide to emergency planning, health and safety issues and medical services;
- A summary of the various Endurance Officials duties that may be required;
- Extensive guidance on risks that may be encountered and how to manage those risks.

Further information may be obtained through the contact details which are listed at page 56 of the guide or through your County Endurance Officials' Secretary.

### runbritain Handbook

The **runbritain** Handbook contains guidance and considerations that need to be taken into account when planning and running a road race. The guide should be used by event organisers, officials, helpers, and any person involved in the planning and presentation of a road race.

The Handbook presents detailed advice what needs to be considered when looking at venues, who needs to provide consent, what safety measures need to be followed, what needs to be discussed with Highways departments and Police, how to carry out a risk assessment, considerations that need to be given for disabled athletes and the infrastructure that needs to be put in place on the day. This Handbook should give you all the guidance you need to hold a safe and successful road race.

The runbritain Handbook can be found at <http://www.runbritain.com/race-directors-club> after registering on the runbritain site.

**Athletics Officials' Guide – Getting Started as an Endurance Official** – published by England Athletics: <http://www.englandathletics.org/england-athletics-officials>

**UKA Rules for Competition:** <http://www.britishathletics.org.uk/competitions/rules/>



## ANNUAL RECORD OF EXPERIENCES FOR ENDURANCE OFFICIALS



<b>Name:</b>	<b>Licence Number:</b>	<b>Level:</b>
<b>Address:</b>	<b>Year:</b>	<b>Email:</b>
<b>Tel:</b>	<b>Postcode:</b>	

Please complete the form during the period from September 1st to August 31st and send, as requested, to your County Endurance Officials Secretary (England) or your Home Country Officials Secretary (Northern Ireland, Scotland, Wales). Forms should be returned by August 31st in any year. Please use a separate form for Track and Field events. You can either print and complete the form or save it to your computer and complete it. On the computer, it will expand as necessary. If you take it to competitions, you may want to ask the Referee or Chief to sign it for you. If not, please print the name of the relevant Chief Official.

Level 2 officials who are working towards Level 3 should describe all duties as fully as possible. They should also complete the "What did I learn" column. Those at a higher level only need to write the name of the duty if they wish, unless they feel it will support their development to give fuller details. The completion of this form will replace the requirement to complete the relevant pages in the Log Book. Officials should supply this document as a digital file or paper document instead. Experiences must be at UKA licensed races; experiences at ARC licensed races, at a parkrun or as Event Adjudicator cannot be accepted for accreditation purposes.

DATE	EVENT (Including NGB Permit Number)	VENUE	DUTIES UNDERTAKEN (Detail as required and appropriate)	WHAT DID I LEARN? (Detail as required and appropriate)	NAME OF CHIEF / REFEREE	REPORTS ON YOU / BY YOU (Name)

<b>DATE</b>	<b>EVENT (Including NGB Permit Number)</b>	<b>VENUE</b>	<b>DUTIES UNDERTAKEN (Detail as required and appropriate)</b>	<b>WHAT DID I LEARN? (Detail as required and appropriate)</b>	<b>NAME OF CHIEF / REFEREE</b>	<b>REPORTS ON YOU / BY YOU (Name)</b>

## APPLICATION FOR ACCREDITATION AS AN ENDURANCE LEVEL 2a (CLUB) OFFICIAL

Name:		Phone:	
Address:			
Postcode:		Email:	
Date & Venue of Level 2 course and name(s) of tutor(s):			
County/District		Region/ Country	
DBS check done? (UKA):	YES	NO	Date of DBS check:
If you have already completed the Risk Assessment Course for Endurance Officials – indicate here)	YES	NO	Date of Risk Assessment Course Attended
Have you read and understood the Health and Safety Guidance for Endurance Officials?			Yes/No* (*Delete as appropriate)
Officials Licence number (if already held):			

### To qualify as an Endurance Level 2a (Club) Official you need to:-

- a) Attend an Endurance Level 2 Introduction Course.
- b) Complete a licence application form (together with a passport size photograph) if you have not already done so. Ideally this should have been done in conjunction with your course attendance and will be retained by the Education Co-ordinator for your area.
- c) Apply for an enhanced DBS disclosure through UKA. Licences will not be issued until a DBS check is in place and is clear.
- d) Complete 4 competition experiences for submission.

Any 4 from the following experiences will be accepted on an Endurance Officials Record of Experience sheet to attain a level 2a licence. **No more than two of the same type of experience should feature. Three differing experiences should be achieved as a minimum;**

Pre-Race Registration Duties
Assisting with the setting out a start / finish area pre-race
Start Line assisting / assembling Athletes
Course Marshalling
Marshalling Crossing Points
Marshalling at Road Junctions
Assisting with the judging / recording at a race finish or equivalent
Stewarding / Marshalling at finish or operating a finishing funnel
Timekeeper Recording

e) Have read, understood and acknowledged the Health and Safety Guidance for Endurance Officials.

**When you have completed the required experiences this form should be submitted to your Home Country Officials Secretary or for England submit to your County Endurance Officials Secretary along with your Record(s) of Experience. For further details, please refer to your Home Country website or for England the link below lists the County Endurance Officials Secretaries.**

<http://www.englandathletics.org/page.aspx?sitesectionid=1282&sectionTitle=Endurance+Officials+Contacts>

**Name of Assessor:** \_\_\_\_\_

**Signature of Assessor:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

## UK ATHLETICS – OFFICIALS’ EDUCATION PROGRAMME

### APPLICATION FOR ACCREDITATION AS AN ENDURANCE LEVEL 2B (COUNTY/DISTRICT) OFFICIAL

<b>Name:</b>		<b>Phone:</b>	
<b>Address:</b>			
<b>Postcode:</b>		<b>Email:</b>	
<b>Date &amp; Venue of Level 2 course and name(s) of tutor(s):</b>			
<b>County/District</b>		<b>Region/ Country</b>	
<b>DBS check done? (UKA):</b>	<b>YES</b>	<b>NO</b>	<b>Date of DBS check:</b>
<b>Risk Assessment Course for Endurance Attended?</b>	<b>YES</b>	<b>NO</b>	<b>Date of Risk Assessment Course Attended</b>
<b>Course Code</b>			
<b>Have you read and understood the Health and Safety Guidance for Endurance Officials?</b>			<b>Yes/No* (*Delete as appropriate)</b>
<b>Officials Licence Number:</b>			

Have you completed the following Level 2b modules (please tick)?

- Sector Marshals   
 Judging and Recording (Laps/Times/Finish)

Plus 1 of the following 3 modules:

- Race Referee / Race Judge   
 (**Note:** to Referee a race you must have completed the Referee’s module)  
 Start / Finish Director (Basic)   
 Clerk of Course /Course Director

If you have not already done so, read, understand and acknowledge the Health and Safety Guidance for Endurance Officials.

**A total of 3 modules should be completed at Level 2b**

**To qualify as an Endurance Level 2b (County/District) Official (beyond the requirements for Level 2a) you need to:-**

a) Submit 6 additional competition experiences of which all should be different and no fewer than 3 should demonstrate officiating at County/Regional level (County or Regional Championships).

Level 2b officials experiences are as follows:

Race Day Registration
Management of a sector or management of a group of marshals
Marshalling 'complex' junctions and / or loops or change overs in relays
Managing course set up and marking / signing (in smaller sized races of 1,000 competitors or less)
Managing post-race / post-finish services or equivalent role
Start / Finish Area Management / Start Director or equivalent role
Managing on course drinks or sponge stations
Lap Recording
Finish Recording
Finish Funnel Management
Manual Timekeeping at endurance events
Timekeeper recording
Clerk of the Course duties and responsibilities
Course Director
Race Refereeing or Assistant to Race Referee
Line judging / judging a finish

b) Complete the required number of Level 2b modules (2 compulsory and 1 optional to make 3)

c) If you do not have a valid in date DBS disclosure apply through UKA.

**When you have completed the required experiences this form along with your Record(s) of Experience should be submitted to your Home Country Officials Secretary or for England submit to your County Endurance Officials Secretary. For further details, please refer to your Home Country website or for England the link below lists the County Endurance Officials Secretaries.**

<http://www.Englandathletics.org/page.aspx?siteSectionid=1282&sectionTitle=Endurance+Officials+Contacts>

**Name of Assessor:** \_\_\_\_\_

**Signature of Assessor:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

## UK ATHLETICS – OFFICIALS’ EDUCATION PROGRAMME

### APPLICATION FOR ACCREDITATION AS AN ENDURANCE LEVEL 2C REGIONAL OFFICIAL

<b>Name:</b>		<b>Phone:</b>	
<b>Address:</b>			
<b>Postcode:</b>		<b>Email:</b>	
<b>Date of Level 2 course and name(s) of tutor(s):</b>			
<b>County/District</b>		<b>Region/Country</b>	
<b>Date of DBS check (UKA):</b>		<b>Officials Licence number:</b>	
<b>Risk Awareness Course for Endurance Officials Attended?</b>	<b>YES</b>	<b>NO</b>	<b>Date of Risk Awareness Course Attended</b>
			<b>Course Code</b>
<b>Have you read and understood the Health and Safety Guidance for Endurance Officials?</b>			<b>Yes/No* (*Delete as appropriate)</b>

Have you completed 3 of the following Level 2c modules (one should already have been completed as part of level 2b, please tick);

- Race Referee/Race Judge        
 Start/Finish Director (Basic)            Clerk of Course/Course Director

**The three remaining modules should be completed as part of the progression process**

**To qualify as a Level 2c Regional Official you need to:-**

- a) Hold an officials’ licence (which requires an enhanced DBS check)
- b) Have submitted a positive report of your officiating (a template report can be found on the UKA website)
- c) Completed the required number of 2c modules.
- d) Have attended a Risk Awareness Course for Endurance Officials
- e) Complete an additional 10 competition experiences and one positive report are required for a 2c accreditation.

Level 2c experiences are the same as those in the list below for Level 2b experiences. Specific conditions of the level 2c experiences include:

Six should be different from all other experiences gained as part of progression from 2b to 2c with six demonstrating officiating outside of the officials home County (4 of which should be at events outside of the officials home Region) In addition there is an expectation that the different experiences will have a managerial content.

Race Day Registration
Management of a sector or management of a group of marshals
Marshalling 'complex' junctions and / or loops or change overs in relays
Managing course set up and marking / signing (in smaller sized races of 1,000 competitors or less)
Managing post-race / post-finish services or equivalent role
Start / Finish Area Management / Start Director or equivalent role
Managing on course drinks or sponge stations
Lap Recording
Finish Recording
Finish Funnel Management
Manual Timekeeping at endurance events
Timekeeper recording
Clerk of the Course duties and responsibilities
Course Director
Race Refereeing or Assistant to Race Referee
Line judging / judging a finish

**When you have completed the required experiences this form along with your Record(s) of Experience and a Positive Report should be submitted to your Home Country Officials Secretary or for England submit to your County Endurance Officials Secretary. For further details, please refer to your Home Country website or for England the link below lists the County Endurance Officials Secretaries.**

<http://www.englandathletics.org/page.aspx?sitesectionid=1282&sectionTitle=Endurance+Officials+Contacts>

Athletics Northern Ireland: [info@athleticsni.org](mailto:info@athleticsni.org)

Scottish Athletics: [joanne.dennis@scottishathletics.org.uk](mailto:joanne.dennis@scottishathletics.org.uk)

Welsh Athletics: [office@welshathletics.org](mailto:office@welshathletics.org)

**FOR COMPLETION BY TRI REGIONAL or NATIONAL OFFICIALS GROUP (TRNG)  
Assessment for Level 2c Regional**

		Comments
Is there evidence of self-assessment and subsequent learning?		
Positive Report received: (details in comments column)	Reporter:	
	Meeting and date:	

**Name of Assessor:** \_\_\_\_\_

**Signature of Assessor:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / 20\_\_

**Signature of TRNG / Upgrading Secretary:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20\_\_