



**WHITTLESEA CITY**  
**LITTLE ATHLETICS CENTRE**  
**CENTRE NO. 112**

**CENTRE RECORDS POLICY**

**Revised June 2026**



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# Purpose



This policy establishes the guidelines for the recognition, documentation, and verification of Centre Records at Whittlesea City Little Athletics Centre (WCLAC). Centre Records are to acknowledge and celebrate the best athletic achievements by participants within each age group and event.

A best or equal best result means:

- In respect of track events, a faster or equal time;
- In respect of field events except high jump, a longer or equal distance; and
- In respect of high jump, a greater or equal height.

This document is to be disseminated at the start of the competitive season in company with the Centre Handbook and must be read by any volunteer performing a Chief role in the events listed in this document. This policy is applicable to all weekly competitions, WCLAC Open Day, WCLAC Championship Weekend and any other WCLAC organised event where a Centre Record is achievable.

# Definitions



1. Centre Record: The best performance in each event for each age group.
2. Manual Timing: Timing started and stopped by officials manually.
3. Centre Executive Committee Member: Includes, President, Vice President, Secretary, Treasurer, Registrar, Competition Director and Special Events.
4. Electronic Timing: Timing where the start and finish are both recorded electronically.
5. Events:
  - a. Each of the events scheduled and conducted for each age group and gender at WCLAC Track and Field Competition is a separate Event;
  - b. Where several heats is held for the one age group and gender on the same day, all the heats combined are the one event;
  - c. For Track events, where an event consists of heats and finals, the heats and finals together are the one event;
  - d. For Field events, where the competition consists on multiple 'rounds' or progression to a subsequent rounds, all the rounds together constitute the one event;
  - e. For Combined Event competitions, each of the individual disciplines as well as the overall Combined Event competition are separate events.

## Elegibility of Centre Records



Only athletes registered with Little Athletics Victoria (LAVic) and competing for WCLAC can set Centre Records. This includes financial athletes competing for each of the 5 clubs within Whittlesea City Little Athletics: Epping, Meadowglen/Lalor, Northern Stars, Metro and Mill Park-South Morang.

Athletes must compete in their designated age group to be eligible to set or break a Centre Record. Records achieved while competing "up" in age groups will not qualify.

At some centre competitions age groups may be combined, athletes are only eligible to achieve their own age group centre record.

## Events for Centre Records



Centre Records can only be set or broken at the following events:

- Official WCLAC Weekly Track and Field Competitions
- WCLAC Open Day
- WCLAC Combined Events Day
- WCLAC Championship Weekend

Records are not maintained for Cross Country events.

## Recognition of Records



Any athlete who equals or surpasses the previous Centre Record within a single event will be recognised for their achievement. The final record holder will be the athlete with the best performance on the day at the end of the specific event.

**Prior to the event starting, the Event Chief must spike or flag the current Centre Record, in the designated colour set by the Centre, to ensure the athletes are aware of where the record is set.**

# Avoiding Conflicts of Interest



Little Athletics Victoria (LAVic) recognises that volunteers make a significant contribution to the running of activities at Club, Centre, Region, and State (LAVic) levels. It is likely that a competitor competing for a Centre Record may have a parent or guardian who is acting as the Event Chief or parent volunteer for the event.

**In any case, it is imperative that any parent or guardian who is present (acting as Event Chief or parent volunteer) remove themselves completely to avoid any actual, potential or perceived conflict of interest in the measuring or adjudicating of the Centre Record.**

Naturally, all events including attempts at Centre Records must be free of bias and that any adjudication is as independent as possible to ensure the legitimacy of the result.

## Track Events



For events 400m and under: A record is recognized only if both the start and finish are electronically timed.

For events over 400m: The starting process must be electronic. The finish can be electronic or manually timed, provided the manual time is verified adjacent to the finish line by an official.

## Long Jump



The current Centre Record will be measured and marked before the commencement of the event or competition using a tape measure.

If a competitor performs a jump that is believed to be close to or have exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

The Long Jump Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or

- Chief of Officials.

The Long Jump Chief and one of the above nominated officials will:

- Confirm the jump is valid from the take-off point;
- Confirm the spike has not been removed from the pit before it is measured with a metal tape measure;
- Confirm that the jump has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;
- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Measure the jump using a metal tape measure.

The distance is then recorded on the event sheet and signed by one of the above nominated officials and the Long Jump Event Chief.

## Triple Jump



The current Centre Record will be measured and marked before the commencement of the event or competition using a tape measure.

Within the specific event, the Centre Record will be marked from the furthest board in use by the athletes.

If a competitor attempts a jump that is believed to be close to or have exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

The Triple Jump Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or
- Chief of Officials.

The Triple Jump Chief and one of the above nominated officials will:

- Confirm the jump is valid from the take-off point;
- Confirm the spike has not been removed from the pit before it is measured with a metal tape measure;
- Confirm that the jump has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;

- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Measure the jump using a metal tape measure.

The distance is then recorded on the event sheet and signed by one of the above nominated officials and the Triple Jump Event Chief.

## High Jump



If a competitor performs a jump that is close to or has exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

**Before the competitor makes the attempt**, the High Jump Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or
- Chief of Officials.

The High Jump Chief and one of the above nominated officials will:

- Be present for when the jump is undertaken by the competitor
- Confirm the jump is valid using the right technique for the specific age group;
- Confirm that the jump has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;
- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Measure the height of the bar perpendicular from the ground to the lowest part of the upper side of the bar before the jump is performed;
- Recheck the measurement before each subsequent Record attempt if the bar has been touched since last measured.

The height is then recorded on the event sheet and signed by one of the above nominated officials and the High Jump Event Chief.

# Shot Put



The current Centre Record will be measured and marked before the commencement of the event or competition using a tape measure.

If a competitor performs a throw that is close to or has exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

The Shot Put Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or
- Chief of Officials.

The Shot Put Event Chief and one of the above nominated officials will:

- Confirm the throw is valid using the right technique;
- Confirm the spike has not been removed from the landing area before it is measured with a metal tape measure;
- Confirm that the throw has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;
- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Confirm the shot put is the correct weight in accordance with the age group;
- Confirm the athlete has not used any substances in their hands or on the shot put to obtain a better grip at throwing the shot put.
- Measure the throw using a metal tape measure.

The throw is then recorded on the event sheet and signed by one of the above nominated officials and the Shot Put Event Chief.

# Discus



The current Centre Record will be measured and marked before the commencement of the event or competition using a tape measure.

If a competitor performs a throw that is close to or has exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

The Discus Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or
- Chief of Officials.

The Discus Event Chief and one of the above nominated officials will:

- Confirm the throw is valid using the right technique;
- Confirm the spike has not been removed from the landing area before it is measured with a metal tape measure;
- Confirm that the throw has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;
- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Confirm the discus is the correct weight in accordance with the age group;
- Confirm the athlete has not used any substances in their hands or on the discus to obtain a better grip at throwing the discus.
- Measure the throw using a metal tape measure.

The throw is then recorded on the event sheet and signed by one of the above nominated officials and the Discus Event Chief.

## Javelin (Includes Vortex)



The current Centre Record will be measured and marked before the commencement of the event or competition using a tape measure.

If a competitor performs a throw that is close to or has exceeded the Centre record, it will need to be recorded on the recording sheet before the competition can continue.

The Javelin Event Chief, will immediately radio to the Competition Director to seek the presence of:

- Centre Executive, or
- Chief of Officials.

The Javelin Event Chief and one of the above nominated officials will:

- Confirm the throw is valid using the right technique;
- Confirm the spike has not been removed from the landing area before it is measured with a metal tape measure;
- Confirm that the throw has been undertaken in accordance with LA Vic Rules and WCLAC Centre rules;
- Confirm the athlete is of the correct age group and wearing a registration tag including Coles patch;
- Confirm the javelin is the correct weight in accordance with the age group;
- Confirm the athlete has not used any substances in their hands or on the javelin to obtain a better grip at throwing the javelin.
- Measure the throw using a metal tape measure.

The throw is then recorded on the event sheet and signed by one of the above nominated officials and the Javelin Event Chief.

## Disputes



In instances where the prescribed procedures outlined in this Policy have not been followed in relation to potential Centre Records, the matter shall be formally reported to the next scheduled meeting of the WCLAC Committee for review, discussion, and appropriate resolution.

All other grievances shall be managed in accordance with the relevant policies of (LA Vic) or the WCLAC. Typically, disputes concerning Centre Records must be submitted in writing and directed to the WCLAC Committee for formal consideration and resolution.

Grievances may be submitted via email to the WCLAC Secretary at [whittleseacity@lavic.com.au](mailto:whittleseacity@lavic.com.au). All correspondence should include relevant details, persons present and supporting documentation where applicable.