

Track & Field Manual



SY26

Track & Field Terms and Conditions 5th-8th Grade Boys & Girls

Welcome!

The Office of Sports Administration (OSA) is excited to welcome you to another season of CPS SCORE!

Please review the included Terms and Conditions document for key program information and requirements.

Non-compliance with any of the following information may result in the forfeiture of coaches' season stipend.

Any and all questions can be directed to the Athletic Program Administrator (APA) or Commissioner of your Network.

Thank you for your support of our student-athletes and programs across the District!

Contact Information

A CPS Elementary Athletic Program Administrator (APA) is assigned to assist each of the 13 networks across the District. Please send any general questions regarding this document or the CPS SCORE! Program to sportsad@cps.edu or contact the Office of Sports Administration at 773-534-0700.

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Sportsmanship Statement & Guidelines

The Chicago Public League asks all of its students, officials, coaches, spectators and school staff to promote sportsmanship before, during and after every game. Offensive language including profanity and/or derogatory or intimidating remarks of any kind directed at officials, event staff, student-athletes, coaches or team representatives will not be tolerated. In order for sportsmanship to prevail, all coaches, students, staff, and spectators must display respect and civility in an effort to enthusiastically support our student-athletes to create a safe and inclusive environment.

[Click Here For Full Sportsmanship Policy](#)

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2025-2026 Points Of Emphasis

The Office of Sports Administration is prioritizing these points of emphasis for the 2023-24 season. **Non-compliance with any of the following may result in a coach/liaison delay or forfeiture of their athletic stipend. Any of the following may also require the school to have a supervisory conference with OSA.**

- Students, Officials, Coaches, Spectators and School Staff are expected to promote **sportsmanship**. Any unsportsmanlike behavior may result in immediate removal from the property, and further investigation may result in the potential suspension of SCORE! program at your school.
- Teams that opt-in are expected to participate in the program in its entirety. Teams that drop out will be **subject to further** consequences. More details can be found in the **Forfeits and Penalties** section. [See Page 7 for details.](#)
- All participating teams that have met roster minimums are **required to upload rosters to Aspen, complete the Coaches Directory, fill out the Coaches Pre-Attestation Form, and upload this information into the correct school folder located in the Google Classroom, by the communicated deadline.** Updated, signed rosters by the principal, must be turned in to the court monitor weekly.
- **A certified coach may receive up to four stipends each athletic season (fall, winter, spring) maximum of twelve for the entire SY26.** *Please see payment criteria breakdown for more details

Mandatory Certification- Sports Liaisons must keep certificates in a file pending OSA audit and can be found under the Extra Training Tab in [SafeSchools](#).

- PCA Workshop Completion - Separate Training Outside Of Safe Schools
- Concussion Training *required every 2 years - Athletics Sub Tab In Safe Schools
- CPR/AED Training - Health Sub Tab in Safe Schools

[Roster/Pre-Attestation Upload Folder](#)
| [Athletic.net](#) | [Aspen Guide](#)

Media / Social Media Expectations

The Chicago Public League (CPL) is proud to offer in-depth coverage of all of our student-athletes across each sports season. In order to continue to tell these stories, the CPL Sports Communications team asks the following of all participating coaches and student-athletes:

- Ensure all student media consent forms are signed via the standard CPS enrollment packet.
- Make coaches / players available as requested for pre and post game interviews.
- Share accomplishments and milestones with the CPS Sports Communications Team so they can highlight your school.
- Interact and follow all CPL athletics content via our website CPSAthletics.com or via Twitter [@CPLAthletcs](https://twitter.com/CPLAthletcs).

CPS Sports Communications Team:

Communications Manager - Joey Gelman - jdgelman@cps.edu
Communications Specialist- Dominic Scianna - dscianna@cps.edu
Communications Specialist - Michael Wojtychiw - mmwojtichiw@cps.edu

Forfeits, No Contest, Penalties

- If a team is not present for a contest, OR is not ready to play within **10** minutes of the assigned start time, the Office of Sports Administration will record the contest as a forfeit.
- One forfeit may result in seeding penalties during playoffs
- Two forfeits will result in your school being dropped from the remaining schedule and schools may be subject to further consequences.
- A **No Contest** is considered a game not completed due to extenuating circumstances, not to include postponements or cancellations initiated by the Office of Sports Administration.
 - **No Contest Results: A game that is neither won nor lost**

THIS DOES NOT PERTAIN TO TRACK & FIELD

Payment Criteria

A certified coach may receive no more than four stipends during each athletic season (fall, winter, spring) maximum of twelve for the entire SY25. Each athletic season will consist of 2 parts separated by grade level.

- Teams **must** meet the minimum number of student athletes to participate in SCORE!
 - *see page 13 for min/max
- Any team sport with over 40 athletes **must** add a second certified coach
- Track & Field does NOT have a SCORE! And SCORE!+ team, there are NO MAXIMUM numbers for this sport

Multiple Sport Coaches

- An individual may receive one stipend per team with a maximum of two per grade level Coaching more than one sport at any given time may result in the forfeiture of the lesser stipend of the two in cases of competition conflict.
- Cross Country coaches may **NOT** coach multiple sports as it will run through both sessions.

Multiple Sport Players

- Players that want to participate in more than one sport may do so with the understanding that schedules created will NOT accommodate for game time conflicts.

Track & Field Season Calendar

CPS Calendar - Regular Season Information (Meet Dates May Change)

Opt-in/Aspen Registration Open	Feb 2, 2026
Interest Form Closed (deadline)	Feb 13, 2026
First Official Practice	Feb 23, 2026
SCORE! SPRING 2026 Track & Field Schedule	Apr 1, 2026 - May 30, 2026

Coach Certification Statement

All individuals working in a coaching capacity must be formally hired as CPS Employees or CPS Level 1 Volunteers, as well as hold the following certification/training for the current year prior to coaching:

- Complete the SafeSchools Concussion Training
- Complete PCA Training Workshop
- Complete SafeSchools CPR/AED Training

League Terms and Conditions:

Section One: Forming A Team

This section identifies general program rules and requirements associated with the SCORE! Elementary School Sports Program. The rules and requirements contained in this section apply to all CPS SCORE! Elementary school sport offerings.

CPS SCORE!+

The CPS SCORE!+ program is the official interscholastic athletics league for 5th-8th graders. Students will participate in practices during the week and gameplay each Saturday at a select site, featuring other schools from within their network. Teams are broken up into respective grade level teams and leagues (Cross Country 5-8) and will compete in a regular season, playoffs and CPS SCORE!+ City Championship. 15 players are eligible to be on the roster for Saturday games for indoor events and 20 players are eligible to be on the roster for outdoor events. Coaches may rotate players should they have 15+ / 20+ students in the program or CPS SCORE! intramural teams below. Schools may choose to participate in additional non-conference gameplay at their discretion.

CPS SCORE! IntraSchool Play (weekday games)

The CPS SCORE! Program follows a “no cut” policy. Accordingly, all eligible students who register to participate shall be permitted to participate assuming a sufficient number of students register to allow for the formation of a team at the students’ gender and grade level. If an elementary school has enough registered students to form multiple teams, said elementary school may participate in the CPS SCORE! program that will be held during the week. It is the school’s responsibility to provide a location/gym, coach, schedule games, and pay officials for all SCORE! competitions. You must share your competition and intramural schedule with the APA and Commissioner.

Participation Time

The CPS SCORE! Program strongly encourages that all student-athletes have an opportunity to participate during game competitions. Students who register to participate in a sport will be provided the opportunity to participate during both practices and games. Coaches are encouraged to provide each athlete with the opportunity to learn and compete in different positions during the practices and games.

Student-Athlete Eligibility

Students must satisfy several criteria to be eligible to participate in the CPS SCORE! Program. The student criteria is as follows:

- Age / Grade
 - CPS SCORE! Sports are for 5th, 6th, 7th, or 8th grade students **only**. Students must be registered at the school in which they are participating.

5/6th Grade Level

- All 5/6th grade students are eligible for CPS SCORE! Sports.
- 5/6th grade students are not allowed to play up on the 7/8th grade level during the regular season and conference playoffs.
 - **EXCEPTION:** 6th graders are allowed to participate on the 7th/8th grade level. But they cannot go back down a level once they come up.
- Any student that starts the academic school year at the age of 13 has “aged out” of participating at the 5/6th grade level and **must be enrolled and participate** on the 7/8th level.
- If there are not enough 5/6th grade registrants at a particular school, this **does not** permit a school to allow 5th grade students to play up on the 7/8th grade level. **EXCEPTION:** 6th graders are allowed to participate on the 7th/8th grade level. But they cannot go back down a level once they come up.

7/8th Grade Level

- Any student that starts the academic school year at the age of 15 has “aged out” of participating in CPS SCORE! Sports.
- All current 7/8th grade students registered at the school in which they are participating.
- All 7/8th grade students are prohibited from playing down on the 5/6th grade level.

NOTE: Schools violating any student-eligibility rules shall receive a forfeit for that game and all games in which the rules were violated (violation of the spirit of the rules may result in removal from playoffs per the discretion of OSA). Teams will be removed from the remainder of the schedule upon their 2nd forfeiture.

- School
 - Be a full-time student or registered as a homeschooled student at the registered CPS elementary school.
- Academic Standing
 - Be academically eligible based on their school’s eligibility standards.
NOTE: Each participating elementary school principal shall set academic eligibility standards for their school.
- Medical Requirement

- According to school records, student-athletes must have approval by a physician to participate in physical education to participate in SCORE! sports.

Student Registration

- Participating elementary schools are responsible for registering participating students using the method(s) designated by the Office of Sports Administration:
 - Schools are required to submit students and coach registration information in ASPEN.
- Each participating school's final roster must be signed by the school principal and submitted to their assigned CPS Conference Commissioner prior to the start of the season. The liaison shall make team rosters available to the assigned coach(es).
- Each student registered in ASPEN to a sport/team MUST remain on that team roster for the remainder of that athletic sport season.

Team Rosters

- The elementary school liaison is solely responsible for the formation of team rosters.
- In order for a school team to be recognized for participation in the CPS SCORE! Meets that school must field a team consisting of at least **NINE (9) participants**. ASPEN rosters must be signed by the school principal and immediately forwarded to the CPS Commissioner for your Network, prior to participating in any Cross Country meets.
- ONLY 6th Graders can run up with the 7th/8th Graders, but once they run up they must stay up with the 7th/8th Grade Team.
 - Meaning they must compete in ONLY 7th/8th Races/Events.
- The coach is responsible for bringing the most recent team roster to each contest. The roster must be signed by the school principal. Any athlete whose name does not appear on the game day roster, is not permitted to participate.

Individual Participants

- If a school cannot field a minimum of NINE (9) students, a school may enter students as individual participants.
- Individuals are students whose school did not field a minimum of NINE (9) students or did not qualify as part of a team.
- Individual track or field event participants will not qualify to compete for the team championship; these athletes will only participate in a medal in each event.

- **Coaches will not receive a stipend** if their school has fewer than NINE (9) participants. If this is the case each individual participant must have an adult present when competing.
 - This assigned person can be a school official, parent/guardian, or any responsible adult who is at least 18 years of age.
 - However, all non-CPS staffed personnel must have a CPS Volunteer Application on file or staffed with CPS. (See *How to Volunteer Packet*)
- The participant(s) must adhere to all student-athlete eligibility and program requirements listed above including meet registration.

Coaches Stipend Requirements & Responsibilities

- **To receive a Coaching Stipend Coaches Must Do the Following:**
 - **Attend the Pre-Season Coaches Meeting**
 - **Attend their Networks Open Meet**
 - **Attend their Network Qualifiers**
 - **If your school misses this meet it can not be made up & they can not compete in another Networks Qualifier.**
 - **Register NINE (9) students to be eligible to receive a coaching stipend.**
- **Coaching Responsibilities**
 - Attend the mandatory Coaches' Meeting and Rules Interpretation sponsored by the Office of Sports Administration.
 - Prepare your student-athletes through daily practice sessions, and compete in the Track meets during the season.
 - Monitor your student-athletes' progress on the track/field and in the classroom.
 - Accompany your team to all meets.
 - Registering all participating athletes in Athletic.net for their events.
 - Attend the coaches meeting prior to the start of each meet.
 - Have an approved volunteer to assist at the meets.

NOTE: Schools violating any roster rules shall receive a forfeit for that game and all games in which the rules were violated. Teams will be removed from the remainder of the schedule upon their 2nd forfeiture. If you forfeit one game, your seeding may be impacted significantly

Section Two: Program Regulations

Regular Season Dates

- No practices will be permitted before the official start date of each season or after the official end date of each season, as communicated by the Office of Sports Administration.
- The Office of Sports Administration will establish and communicate the cross country season dates each year.
- **Each team must participate in their designated Network Open Meet & Network Qualifier Meet.**
 - **Schools are not allowed to run in other Open Meets or Network Qualifying Meets & if you have a school event/trip scheduled on the day of a meet your school will not be allowed to run another Networks Meet as it causes issues for the Timing Company.**

Equipment

- Batons are required for all relays and must meet the following criteria:
 - Plastic or aluminum
 - 11"-11.5" in length
- Track spikes are recommended, but not required
 - ¼ inch spikes or smaller are allowed
- Starting blocks may be used, if the elementary school or the athlete provides them.
- Shot puts for 7th/8th grade Boys & Girls and 5/6 grade boys must meet the following criteria:
 - The Shot Put should weigh a minimum of 8 pounds 13 ounces (4.0 kilograms) with a diameter of 3 ¾" to 4 ¼ "(9.5 – 11.0 centimeters).
- Shot puts for 5th/6th grade girls must meet the following criteria:
 - The Shot Put should weigh a minimum of 6 pounds.

Uniforms

- **During scheduled Track & Field Meets, all team members are recommended to wear matching jerseys / t-shirts & bottoms or school issued regulation uniforms described in the current NFHS Track & Field Rule Book. All students must be in gym shoes or spikes and athletic attire. Students can not run in crocs, flip flops, sandals, boots, etc.**
- During relay competitions participants must wear the same top.
 - Teams are permitted to wear school issued uniforms: Must have an identical jersey top and similar color bottoms.
- **Student-athletes can not wear non athletic bottoms (e.g they can not wear jeans, Khakis)**

- Participants are allowed to wear jewelry as long as it is not deemed excessive by OSA or IHSA officials. If religious or medical medals are worn, they shall be taped to the body under the uniform & must have a letter submitted by the Principal.
- Prohibited attire/accessories: hair beads, bracelet beads, head rags, jeans, boots, cleats and hoods.
 - **Per CPS, teams are allowed uniform modifications for the purpose of cultural value, religion and modesty preference.**
- Participants with painted bodies and faces as well as any costumes will not be permitted to compete.
- IHSA officials are responsible for enforcing these uniform rules.

Advanced Contest Cancellations

- The Office of Sports Administration will administer all advanced cancellations.
- All participating schools are responsible for developing a communication policy and procedures for all participants and their families regarding notifying them of a cancellation.
- Coaches, elementary school liaisons, conference commissioners, and/or principals may not cancel or reschedule meets.
- Schools must notify the Office of Sports Administration before scheduled meet(s) for any school-sanctioned cancellations.
- If a team/participant is **not** ready to compete at the scheduled time of the track event the event will be contested by the teams/participants who are present. No concessions will be made for those who show after their event.
 - When a call is made for an event the athletes are expected to report to the designated area. If an athlete fails to report at the time of the call s/he is considered a no show and will not be able to contest the event.
- Weather cancellations will be determined by the Office of Sports Administration and communicated to the Meet Manager.

Meet Formats

- Open Meets are practice Meets to prepare schools for their Network Qualifier Meet. The Network Qualifier Meet prepares teams for their Super Regional Meet & the City Championship. The Super Regional Meet and the City Championship Meet will be organized by OSA, CPS Commissioners, & Coaches will assist the day of the meet.
 - Open Meets & Network Qualifiers are Mandatory Meets for schools
- SUBSTITUTIONS MAY BE MADE FOR MEDICAL REASONS ONLY. Coaches must have a signed letter from the principal detailing the medical reason for any substitutions made at the Network Qualifier. Substitutions at the Regional Qualifier Meet or the City Championship can be made,

but only by a student who has participated in the previous Network or Regional Qualifier.

Track & Field Meets

- (1) Open Meet(Not Timed Practice) Mandatory
- (1) Network Qualifying Meet Mandatory
 - Schools are not allowed to run in other Network Qualifying Meets.
 - If you have a school event/trip you will not be allowed to run in another Meet.
- (1) Super Regional
- City Championship
- Coaches will be responsible for registering their athletes via **Athletic.net**.
 - Once the deadlines are set, liaisons and coaches will be notified.
 - If a school fails to adhere to the deadline, the athlete will not be allowed to run, **NO EXCEPTIONS**.
 - Each contestant in each race shall be permitted one (1) false start.

Open Meet

- CPS Network Commissioners will arrange, organize, and conduct an Open Meet for their Network **that will not be timed**.
- All CPS Network Commissioners and participating coaches will officiate these meets.
- The purpose of these meets are to get runners acclimated to the races that they will be competing in and to be on an actual track.

Network Qualifier & Super Regional

- To be prepared for the Network Qualifier Meet, a team must compete in an Open Meet.
- OSA, Network Commissioners, Track and Field Ushers/Officials and participating coaches will conduct these meets.
- Network Competition for Boys and Girls will be conducted at a designated location setup by the Office of Sports Administration.
- In order for teams and athletes to be eligible for qualifying times and marks for advancement to the City Championships, the student(s) must participate at their designated Network Qualifier. field events
- Each Network Meet advances a designated amount of top finishers in all running, field events and relay teams to the Super-Regional that will use a format for qualifications to the City Championships.

Network Qualifiers By Network to Participate in Super Regional

- **Network 1- 3** Qualifiers

- **Network 2**- 3 Qualifiers
- **Network 3**- 3 Qualifiers
- **Network 4**- 3 Qualifiers
- **Network 5** - 2 Qualifiers
- **Network 6** - 3 Qualifiers
- **Network 7** - 2 Qualifier
- **Network 8** - 2 Qualifiers
- **Network 9**- 3 Qualifiers
- **Network 10**-3 Qualifiers
- **Network 11**- 3 Qualifiers
- **Network 12**- 3 Qualifiers
- **Network 13**- 3 Qualifiers

Super Regional Meet Qualifiers

- The top 9 athletes per event will advance to the City Championship. These athletes will be selected from Networks 1-7 Super Regional & Networks 8-13 Super Regional.

City Championship (See Schedule)

- The APA Coordinating Track & Field, Commissioners , IHSA Track Officials, & Event workers will facilitate this Meet.
- Total number of team points at the end of the City Championship Meet will determine the City Champion.
- National Federation of State High School Associations' rules for Track and Field will apply to all meets with the following exceptions:
 - At the City Championships, all events will be run as finals.
 - There will be three (3) trials for all contestants for the long jump and the shot put.
 - Clerical or team scoring errors may be corrected by the Office of Sports Administration at any time.

Championship Awards

- In order to be eligible for a team plaque, a school must have nine (9) contestants enrolled in the program at that level and gender. A 1st place team & 2nd Place team plaque will be awarded at each level and gender.
- **Medals will be awarded to the top five (3) individual place winners of each event, at each level and gender.**

Meet Registration

- All participating schools will register their teams with **Athletic.net**
- If a school does not have an athletic.net account they will need to create an account for their school, so that they can register their student athletes for the races that they will be participating in.
- Meets, Regionals, Super Regionals & the City Championship must be registered for using Athletic.net.
- No student is allowed to participate without being entered into the ASPEN Database and appearing on the signed ASPEN roster.
- After Athletic.net registration has closed, late registrants will not be allowed to participate in the meet. Unless OSA determines otherwise.
- Violations of this rule will result in penalties for the coach and school in question.
- Failure to have your athletes registered in Athletic.net before the **registration deadline** will result in the refusal of participation for athletes and/or school. **(No Exceptions)**

Athletic.net Registration For Network Qualifier, Super Regional, & City Championship

- Network Qualifier, Super Regionals, & the City Championship must be registered for using Athletic.net.
- Failure to enter your athletes before the **designated deadline before the Meet** will result in refusal of participation for athletes and/or school. **(No Exceptions)**
- [How to create an Athletic.net account](#)(Link)
 - Once you have created your Athletic.net account you will be able to upload your roster.
 - The roster that is uploaded will be there all season. From that roster coaches/liaisons will choose which athletes to register for each race & field events.
- Here is the link for help uploading a roster:

<https://support.athletic.net/article/g3l6e4jp3z-uploading-a-roster>

- Here is a link on how to register athletes for each meet:

<https://support.athletic.net/article/z11f8f1jja-submitting-entries-for-a-meet>

Any Student that is not Registered in Athletic.net will not be allowed to participate in the Meet

Conditioning & Practice

- Student athletes should begin conditioning and practicing at the beginning of the SPRING SEASON (Please Review the SPRING Sports Calendar), but only if their student athletes are registered in ASPEN and a roster signed by the school principal has been submitted to the Office of Sports Administration.

Contest Outcome Tracking & Reporting

- This will be handled by Lake Shore Athletics and the Office of Sports Administration.

Coaches Responsibilities

- Prior to the start of the sports season:
 - Attend the Coaches Meeting.
 - Provide proof that the Concussion Certification training has been completed within the last two (2) years. (Must be on file with the school principal/liaison).
 - Complete the Protecting Chicago Children training (PCC)
 - Complete the mandatory PCA training workshop(Positive Coaching Alliance)
 - Complete the KIPP training (highly recommended)
 - CPR/AED Training
- During the course of the sport season
 - Prepare your student-athletes through daily practice sessions during the season.
 - Monitor your student-athletes progress on the field and in the classroom.
 - Accompany your team to all games.
 - Monitor the conduct of your athletes for the duration of each game.
 - Always have in your possession:
 - A copy of your official roster
 - A copy of the terms and conditions
 - Emergency contact information for each student-athlete completed within the last two (2) years. (Must be on file with the school principal).

***Coaches/liaisons that are on a leave of absence at any time during a SCORE! season will NOT receive payment**

When determining the number of eligible coaches' stipends per school, our office counts all runners enrolled in ASPEN for all levels and genders. See below for a breakdown in stipend:

- A school must register a minimum of nine (9) total runners at a grade level & Gender, attend their Network Open Meet, & Network Qualifier to be eligible for a Coaches' stipend.

- Coaches can receive a max of 4 stipends
- Coaches do not receive multiple stipends for having 21+ athletes on a roster.
- There is no SCORE! Intramural Teams for Track & Field.

To receive a coaching stipend schools must attend their Network Open Meet & Network Qualifier Meet.

Failure to complete any of these prerequisites will result in the forfeiture of the coaching stipend.

Each Sports Liaisons must complete the Pre-Attestation form via Google Classroom before the start of the season. Please confirm the coaches/sports are correct prior to docuSign completion.

Section Three: Meet Rules

This section identifies rules and requirements that are specific in nature to the CPS SCORE! Cross Country Program.

National Federation of High Schools and the Illinois High School Association

- The official rules of the National Federation of High Schools (NFHS) in conjunction with the Illinois High School Association (IHSA) rulebook govern all athletics rules and regulations at Chicago Public Schools.
- This rulebook communicates additional rules and regulations that are specific to the CPS SCORE! Program.
- The rules and regulations in this rulebook supersede NFHS and/or IHSA rules and regulations where applicable.
- The CPS SCORE! Program is not a member of the Illinois Elementary School Association (IESA).

Contest Officials

- Lake Shore Athletics will provide personnel to serve as the official meet starter.
- The Office of Sports Administration will assign officials to each scheduled meet
- There will be a minimum of two (2) officials assigned to each meet
- There will be a minimum of four (4) officials assigned to the City Championships Meet.
- A meet may proceed if only one (1) assigned Official (Starter) is present at the

scheduled meet start time. In the event that only one (1) official is present a CPS Network Commissioner must serve as the Assistant Starter.

- During a situation when neither of the two assigned Officials is present at the contest start time; a CPS Conference Commissioner from one of the three (3) regions shall serve as the Starter for the contest.
- IHSA Officials will officiate the meet (Starter Pistol/Air Horn/Artificial Whistle)

Meet Times/Length

All Saturday meets will begin:

- 9:00 A.M. for all Field Events (Unless stated otherwise by OSA)
- 9:30 A.M. for Track Events. (Unless stated otherwise by OSA)
- The track events will run on a rolling schedule after the start of the first event at 9:30 A.M.

All Weekday meets will begin:

- 4:30 P.M. for all Field Events (Unless stated otherwise by OSA)
- 5:00 P.M. for Track Events. (Unless stated otherwise by OSA)
- The track events will run on a rolling schedule after the start of the first event at 5:00 P.M.

Entries

- 7th/8th grade teams have a total of eight (8) events, two (2) field and six (6) track events.
- 5th/6th grade teams have a total of seven (7) events, two (2) field and five (5) track events.
- Contestants are eligible to compete in either running and/or field events, for a combined total of three (3) events.
- Teams may enter ONLY two (2) contestants in each individual event and one (1) relay team.
- Team representation in each individual event and relay is strongly suggested.

Registration

- Athletic.net Registration for athletes for the race that they are competing in should be completed and submitted a week prior to the scheduled meet.
- Meet entries will be submitted using Athletic.net. Failure to enter your athletes before the deadline will result in refusal of participation for athletes and/or school.

Meet Events

The following events comprise the Chicago Public Schools Elementary Track and Field Series:

5/6 Grade:

- 100m Dash
- 200m Dash
- 800m Run
- 4 X 100 Relay
- Long Jump
- Shot Put

7/8 Grade:

- 100m Dash
- 200m Dash
- 400m Dash
- 1600m Run
- 4 X 100 Relay (*the 4X100 team cannot compete in the 1200m*)
- 1200m Medley Relay (**200M, 200M, 400M, 400M**) (*the 1200m relay team can not compete in the 4X100*)
- Long Jump
- Shot Put

Order of Events

The following order of events comprise the Chicago Public Schools Elementary Track and Field Series Girls followed by Boys:

- 1600m Run, **7th/8th ONLY**
- 4 X 100m Relay
- 200m Dash
- 800m Run, **5th/6th ONLY**
- 400m Dash **7th/8th ONLY**
- 100m Dash
- 1200 Sprint Medley, **7th/8th ONLY**

Super Regional Qualifier and City Championship Meet Scoring

All runners who have competed in the race will be assigned a place at the finish line.

- To determine team winners points will be attributed to “teams” according to the ascribed/assigned place of each runner on the team as shown below:
 - 1st place finish = 10 points
 - 2nd place finish = 8 points
 - 3rd place finish = 6 points
 - 4th place finish = 5 points
 - 5th place finish = 4 points
 - 6th place finish = 3 points
 - 7th place finish = 2 points
 - 8th place finish = 1 point
- The team scoring the highest number of points shall be declared the winner.
 - Individuals who qualify to the City Championships total points will not be scored.

Points of Emphasis

Rule 3: Meet Officials and their Duties

- For the Regional Qualifier Meet competition, the priority at the finish line is to ascertain the correct places of the competitors.
- These meets determine advancing athletes to the next meet so discrepancies over place must be addressed before discrepancies with times.

Section 9: Timers

- Article. 3
 - Immediately after the finish of the race, timers shall present their watches to the Head Timer who will record the official time.
- Article. 4
 - Electric or digital timers, which measure one one-hundredth of a second, **must** be used.
 - However, unless it is a fully automatic system, times registered in one one-hundredth of a second shall be rounded up to the next tenth of a second. (Example: 10.42 will be recorded as 10.5 unless a FAT system is used).
 - If FAT and manual times must be integrated, the hand-held times shall first be rounded up to the slower one-tenth of a second. Then a conversion factor of .24 must be added (i.e., $MT + .24 = FAT$).

Rule 4: Competitors and Competition

Section 5: Disqualifications

- Article. 1
 - Unsportsmanlike conduct is behavior, which is unethical or dishonorable, which includes:
 - Disrespectfully addressing an official, Taunting or criticizing an opponent or an official.
 - Using profanity while a contestant.
 - Penalty: Disqualification from that event and further competition in the meet.
- Article. 2
 - Interference in any action by a competitor, which unfairly changes the course or natural running rhythm of a competitor during a race, including:
 - Bumping
 - Tripping
 - Running across the competitor's path

- Penalty: Disqualification from that event.
- Article. 3
 - If the interference occurs in a preliminary heat, the referees may allow the offended competitor or relay team to start in a subsequent heat in the same round of heats, if a lane is available, or in the next round of heats, the same as if the the offended competitor or relay team had won a place.
- Article. 4
 - If interference occurs in the final heat or section, the referee may order a new race among all those in the finals, or among those who, in the referee's opinion, are entitled to the privilege.
- Article. 5
 - If a non-participating contestant interferes with a competitor during competition, the non-participating contestant may be disqualified from the meet.
 - The non-participating teammates may also be disqualified from that event.
- Article. 6
 - After passing the baton, the relieved competitor should stand still or jog straight ahead and step off the track when clear.
- Article. 7
 - If an athlete is found walking on the track during an event that s/he is participating in, s/he will be removed immediately from the track and disqualified.

Sport-Specific Definitions & Key Terms

- **Anchor/4th Leg:** The athlete who runs the last leg of a relay race.
- **Approach:** In a jumping event, the run up phase during which the athlete builds speed or otherwise prepares for the jump.
- **Baton:** The hollow tube which must be passed between runners to complete a relay race.
- **Bell Lap:** The final lap of a multiple lap race, at the beginning of which a

bell is rung. This signifies that the leader of the race has begun the final lap.

- **Blind Pass:** A non-visual type of baton exchange employed in a sprint relay

- **Blocks:** An aid used at the start of events up to the 400 meter distance, including the hurdles. (CPS Office of Sports Administration will not provide).

- **Break-Line:** A specific mark on the track used only in certain races that are longer than one lap (such as the 800 meter or 4x400 meter relay). The break-line indicates the point at which runners may leave their assigned lane and move toward the inside lane of the track.

- **Changeover:** The exchange of the baton from one runner to the next during a relay race.

- **Cool Down:** transitioning the body back to a resting state with a series of lighter activities after a workout to loosen muscles and rid the body of lactic acid.

- **Crouch Start:** A common starting position used by sprinters in the absence of blocks. The crouch start utilizes four points of body-ground contact and positions for both the “On your marks” and “Set” commands.

- **Dashes:** The term commonly used to describe races up to the 800 meter distance. For example, the 100-meter dash.

- **Dehydration:** a state where your body does not have enough water.

- **Draft:** In a distance race, to tuck in behind another runner, letting that runner control the pace and block the wind.

- **Exchange Zone:** The 20 meter section of a track inside which the baton must be passed from one runner to another during a relay race. •

- **False Start:** Moving or leaving the starting blocks or line before the gun goes off. The official (Assistant Starter) will signal a false start with an immediate second shot.

- **Field Events:** All of the throwing and jumping events; events that do not take place on the track itself. If an athlete competes in both a track and field event he/she must report to the track event prior to the final **call**.

- **Glide Technique:** In the shot put, this is the technique employed by many throwers in which the athlete glides from the back of the ring to the front in a straight line without rotating. The glide technique is older than the spin technique, but both are still commonly used.

- **Heat:** A preliminary or qualifying race within a competition that involves multiple (two or more) rounds of races run for the purpose of qualifying for the final of the race.

- **Hydration:** a state where your body has enough water to compete.
- **Impact Area:** The designated place for implements to land during throwing events.
 - **Kick:** A final increase in speed that comes toward the end of a running event. Kicks are primarily used to refer to in the 800-meter distance and up.
 - **Lap:** One complete circuit of a track.
 - **Leg:** A designation segment of a relay race completed by one runner.
 - **Passing Zone:** See “Exchange zone.”
 - **Relay:** An event in which four (4) team members each run one of four (4) legs of a race. The runners pass a baton in designated exchange zones. The distance of each leg of the relay may be the same, as in the 4x100 meter and 4x200 meter relays. It may, however, vary from leg-to-leg, as in the distance medley relay and sprint medley relay.
 - **Relay Leg:** The segment of a relay race completed by a single runner.
 - **R.I.C.E.:** the formula for treating an injury (Rest, Ice, Compression, Elevation).
 - **Runway:** A designated area or lane where jumpers perform their approach before a jump.
 - **Scratch Line:** The line at the center point of a relay race's exchange zone.
 - **Set Position:** The still position runners must assume immediately before the starting device goes off.
 - **Shot:** The implement used in the shot put, a round steel ball.
 - **Spikes:** Shoes fitted with semi-sharp “spikes” implanted or screwed into the sole of a shoe. Spikes are used to increase traction.
 - **Spin technique:** A technique used in the shot put in which the thrower spins rather than gliding from the back of the ring to the front. The spin technique allows the thrower to apply force to the shot for longer than the glide technique, though both can be, and are used, successfully.
 - **Split:** The time of a particular segment of a race or running workout.
 - **Staggered Start:** Used in races from 200 meters to 800 meters that start on a curve. The starting lines are staggered lane by lane to make up for the different distance of the curve in each lane, so that each athlete starts the same distance from the finish line.
 - **Static Stretching:** holding major muscle groups in their most lengthened positions for at least 30 seconds to prepare for a workout or at the end of a workout.

- **Takeoff Board:** Also called the takeoff strip, the spot from which the long jumper or triple jumper takes off. After this, there is a foul line. Jumps are measured from the front of the board.
- **Throwing Circle:** The circle or ring in which a thrower throws the discus, shot putt, or hammer.
- **Throwing Sector:** The specified arc in which a thrown implement must land.
- **Trial** - An attempt in a field event.
- **Visual Pass:** A type of pass commonly used in distance relays in which the outgoing runner will accept the baton while looking back toward the incoming runner.
- **Warm Up:** An easy walk/jog that gets your muscles loose and ready for a workout or race.

Section Four: Safety & Sportsmanship

Coaches are expected to act in the best interest of the health and safety of the injured child. That means exercising reasonable caution, particularly as it relates to loss of consciousness, tears, strains, or suspected breaks or fractures.

According to school records, student-athletes must have approval by a physician to participate in physical education in order to participate in the CPS SCORE! Volleyball Program.

Injuries and Serious Incidents

- The safety and security of students is always of paramount importance and cannot be over-emphasized.
- In the case of student injury, it is the responsibility of each coach to seek appropriate care.
- If of a serious nature, the coach should call 911 immediately.

Emergency Ambulance Transport

Any student-athlete who is not accompanied by a parent/guardian on contest day and has to receive transport to the hospital due to a severe injury, the following must occur:

- The Head Coach or Volunteer Coach must ride with the student-athlete to the hospital.
- Site Manager, CPS or CPD Commissioner or Office of Sports Administration staff must supervise the remaining teammates at designated sites.
- Above personnel must notify school officials and parent/guardian to arrange for student-athlete pick-up.

Blood Protocol

- If blood is involved, it may endanger others as well as the injured.
 - Individuals who have uncovered or open wounds or blood on themselves or clothing must leave the contest or practice immediately.
 - A participant may return only when the bleeding has stopped, the wound is covered, and/or the clothing has been changed.

Head Injuries

- In the event of a concussion, the coach must follow the appropriate procedures identified in the CPS Concussion Management Policy:
<http://policy.cps.edu/download.aspx?ID=258>

Reporting Incidents

- All serious incidents must be reported to the Office of Safety and Security by completing the appropriate Incident Reporting Form.
 - The coach of the athlete(s) involved in the incident is responsible for completing the Incident Reporting Form provided by the Office of Sports Administration.
 - The coach must provide the Incident Reporting Form to the appropriate elementary school liaison(s).
 - It is the responsibility of the elementary school liaison to report the incident within Verify, the CPS Incident Management System.
- All Incident Reporting Forms must be filed with the injured student's school liaison on the next business day.

First Aid & Safety

- Coaches are responsible for hydrating their student athletes.

- All schools must travel with a first aid kit and emergency contact information for every student athlete.

Sportsmanship

- All participating student-athletes, coaches, and staff are expected to exhibit good sportsmanship.
- To begin the match, the starting teams must line-up on the end lines. The official will call the teams together to shake hands before the match begins.
- A handshake at the end of each match is required.
- CPS enforces a zero tolerance policy as it relates to unsportsmanlike conduct related to fighting. Any participant who is involved in a fight or similar unruly or threatening behavior before, during, or after an activity may be barred from continued participation in the sport for the remainder of the season at the discretion of the Office of Sports Administration.

Spectator Conduct

- Parents, guardians, and other spectators are expected to exhibit good behavior.
- If a spectator, in the opinion of a contest IHSA Official or site manager, exhibits inappropriate or unsportsmanlike behavior, they may ask the spectator to leave the contest location. The Coach, IHSA Official, or Site Manager should work with the assigned CPS security personnel to assist in these situations.
- The contest IHSA Official shall make the High School Site Manager aware of any issues regarding spectator conduct.
- The High School Site Manager, as appropriate, shall report issues concerning inappropriate spectator conduct to the Office of Sports Administration.

Section Five: Protests

- All protests must be written to Juliana Zavala at jzavala25@cps.edu and include sportsad@cps.edu.
- Must be submitted within 24 hours of the contest.
- If the contest is on a Saturday, the protest must be submitted by close of business (4:00pm) on the following Monday.
- No protest will be considered regarding judgment calls made by the official.
- Protests will only be considered where there is a question of rules interpretation, which affects the outcome of the game.

- No protest will be considered if the coach could not immediately produce a copy of the league rules for the contest official at the time of the questioned call.
- The protest letter must include the following:
 - School check (\$50.00) made out to the Office of Sports Administration.
 - Reason and details of protest.
 - Proof of protest.
 - Signature of person protesting.