



## TIMETABLE

TIME	EVENT	INFORMATION
9:10-9:20	<b>Officials to have arrived at stadium</b>	Officials to be ready for briefing.
9:25-9:45	<b>Officials briefing &amp; event testing</b>	Instructions and information given to officials. Any queries answered. Officials make their way to the events, Peak Fitness Challenge staff to then make a final check on all events.
9:30- 9:45 (no earlier thanks)	<b>Schools to arrive at stadium</b>	Competitors to be seated and given their identification numbers. Teachers to fill out any changes to teams (e.g. absentees, replacements etc.).
9:45-9:50	<b>Teachers briefing</b>	Teachers to hand in their forms with any changes made to teams. Instructions about the teacher's role on the day.
9:50-10:00	<b>Assembly</b>	Competitors, officials, teachers and supporters given information regarding the event.
10:00-10:05	<b>Disbursement to activities</b>	Competitors sent to their event (in groups) to await instructions from officials.
10:05-10:25	<b>1<sup>st</sup> Rotation</b>	All results to be returned to the recorders table.
10:25-10:45	<b>2<sup>nd</sup> Rotation</b>	All results to be returned to the recorders table.
10:45-11:05	<b>3<sup>rd</sup> Rotation</b>	All results to be returned to the recorders table.
11:05-11:15	<b>Morning break</b>	Competitors to take toilet break and get food/drink. May be shortened to ensure finishing on time. <b>NO FOOD OR DRINKS ON THE COURTS.</b>
11:15-11:20	<b>Disbursement</b>	Competitors sent to their event to await instructions from officials.
11:20-11:40	<b>4<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
11:40-12:00	<b>5<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
12:00- 12:20	<b>6<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
12:20-12:40	<b>7<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
12:40-1:05	<b>Lunch break</b>	Lunch to be eaten in specified area. May be shortened to ensure finishing on time. <b>NO FOOD OR DRINKS ON THE COURTS.</b>
1:05-1:10	<b>Disbursement</b>	Competitors sent to their event to await instructions from officials.
1:10-1:30	<b>8<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
1:30-1:50	<b>9<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.



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<b>1:50-2:10</b>	<b>10<sup>th</sup> Rotation</b>	All results to be returned to the recorders table.
<b>2:10-2:15</b>	<b>Collection/Gathering</b>	Officials to return all equipment. Competitors to clean up any rubbish and then sit in the assigned assembly area.
<b>2:15-2:30</b>	<b>Special Presentation/ Cool Down</b>	Group cool down using static stretches. Educational presentation about footwear from The Athlete's Foot/Ascent.
<b>2:30-2:40</b>	<b>Presentations</b>	Medallions/trophies/ribbons presented to individual and team winners.

- ◆ Morning and lunch breaks may be shortened to ensure the challenge is finished on time.
- ◆ Challenge timetable is subject to alteration.

## OFFICIALS ORGANISATIONAL NOTES

### SET UP

Each event is set up with a standards board and name of the event located near the starting point of event. Events are set up so that competitors rotate around the stadium in a clockwise direction. Equipment is spaced out to ensure competitor safety, use of different body parts and higher to lower intensity events.

### EVENT SIGNS

Event signs can be utilised by officials as:

1. A starting point to line up competitors in their numerical order before they have their first attempt.
2. Inform competitors of their "raw score" so that they can determine their points achieved.

### THE EVENTS

Officials should read the event procedures, officiating instructions and warm up/stretching exercises (as outlined) for the event they will be overseeing.

Officials must aim to operate their event in the exact same manner for the first group right through until the last group.

Officials should allow the competitors a practise turn at their event **if time allows** (some events take longer to conduct than others).

Where a dispute or confusion arises about the procedure of an event please seek the assistance of the challenge coordinators.



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## TEACHER/ADULT OFFICIALS

The majority of events will have a teacher or adult present. The role of the teacher/adult is to supervise competitor behaviour and to assist the officials (not take charge) with the operation of the event.

## IDENTIFICATION NUMBERS

All competitors are allocated an identification number. Officials must ensure that competitors complete the events in their numerical order (e.g. 001 then 011 then 021 etc. or 001 and 011 first followed by 021 and 031 second etc.). All results should be recorded next to the competitor's identification number on the recording sheets.

## ENCOURAGEMENT

All competitors are to be encouraged throughout the day. Emphasis at the challenge is placed upon putting in your best effort and a positive experience related to fitness.

## EQUIPMENT

All equipment is provided by the Peak Fitness Challenge, officials are expected to ensure the safety and correct use of all equipment (by competitors, other officials and themselves). Malicious use or intentional damage to the equipment will result in the equipment having to be replaced at the cost of the offender. Officials are asked to pack up and return all equipment upon completion of the last rotation to a designated area.

## ROTATIONS/TIME MANAGEMENT

Rotations will occur every 20 minutes (unless altered by challenge coordinators).

Officials must attempt to complete the warm up/stretches and at least one attempt per competitor within the 20 minute period.

Competitors are not to be sent to their next event until the siren has sounded.

Competitors rotate around the stadium in a clockwise direction.

If all attempts are completed it is recommended that officials either adapt the event to add variety to the movement (**without recording any results**), have the competitors do some form of simple movements, have the competitors conserve energy for their next event or make the warm up longer on the next rotation.

Officials must be wary of the time they are taking for explanations, getting the competitors into their correct competing order and starting the activity.



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## TIME MANAGEMENT OF INDIVIDUAL EVENTS

Officials should check the “Important Points” section in their event descriptions to assist with time management and smooth operation of the event.

Some events (such as the **Weight Retrieval and Stair Climb**) take individual competitors a long time to complete. In the case of these events it is paramount that each competitor is able to complete one recorded attempt at the event.

Other events (such as the **Hamstring Challenge, Speed Pitch, Kangaroo Bound and Soccer Throw**) take individual competitors only a short time to complete. Officials must ensure that competitors aren't standing around for more than three minutes once all attempts have been completed. Therefore, a warm up/stretching activities and practise turns must be used to ensure the full twenty minutes is utilised.

## RECESS & LUNCH BREAKS

Officials are able to take recess and lunch breaks at the same time as competitors (refer to timetable).

All officials are asked to be back at their event before competitors are disbursed, which is **5 minutes** before the rotation is scheduled to begin.

The challenge aims to operate as close to the timetable as possible, therefore, recess and lunch breaks may be shortened.

## RECORDING SHEETS/RESULTS

There are five blue recording sheets (for males) and 5 yellow recording sheets (for females) available for recording results.

At the top of each sheet is a space to write the event name (check folder and event signs for correct name) and also record the identification number (ID #) and best score for the that particular group of competitors (groups are based on the last digit of the competitor's identification number).

Each sheet has a column for identification numbers (ID # which is already listed), name (**which does not need to be completed**), group number, gender, 1<sup>st</sup> attempt, 2<sup>nd</sup> attempt, 3<sup>rd</sup> attempt and best.

For events that are timed (measured by stop watch or other timing device) officials should record the fastest time.

For all other events, officials should be marking the highest amount, distance or speed.



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Further explanation of the recording sheets:

**ID #**- already listed, students are to complete each event in the order according to their identification number.

**Name**- left blank, **officials do not need to write down the competitors names.**

**Group**- already listed, groups numbered **1 to 5 are male** and groups numbered **6 to 0 are female.**

**Gender**- already listed, competitors are in single gender groups.

**1<sup>st</sup> Attempt**- left blank, **officials are required to record the competitor's first result at the event (not including a practise attempt)**

**2<sup>nd</sup> Attempt**- left blank, **officials are required to record the competitor's second result (if required) at the event (not including a practise attempt)**

**3<sup>rd</sup> Attempt**- left blank, **officials are required to record the competitor's third result (if required) at the event (not including a practise attempt)**

**Best**- left blank, **officials are required to record the competitor's best result (as a raw score only) at the event (not including a practise attempt)**

*All recording sheets are to be marked with the event name, the event winner's identification number, and the event winner's best raw score. Sheets are to then be returned to the recorders table after each 20 minute rotation.*

## **EVENT WINNERS**

The winner (i.e. the competitor with the best "raw score") of each group is to be marked on the recording sheet in the assigned area (by writing down their identification number and raw score).

If there is a tie, officials are to look at the second best attempt (count back system) from the competitors that have tied to determine a winner.

If there is a tie at an event where the competitors have only had one attempt (e.g. possibly for the Weight Retrieval and Stair Climb), then the all of the winner's identification numbers and the raw scores should be recorded.

Where a dispute or confusion arises please seek the assistance of the challenge coordinators.



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## COMPUTER PROGRAM RECORDING

Officials operating the computer program will be given an in depth explanation on the day of the challenge under guidance of challenge coordinators.

Roles of the computer recorders:

- Update any competitors details or replacement names during the operation of the first rotation
- Record all results as they are submitted by the officials
- Pass on the results sheet to manually record the best boy and best girl at each event on the leader board
- Assist in providing the names of fittest boy and fittest girl at the end of the day
- Assist in providing the names of the 3<sup>rd</sup>, 2<sup>nd</sup> and 1<sup>st</sup> placed teams at the end of the day

*All results, once entered, are converted to points automatically by the computer program and continually tallied.*

## MANUAL RECORDING

The officials operating the computer program will also be asked to manually record the best boy and best girl for each event. This is done by taking a results sheet (once results have been entered into the computer program), locating the group winner (on the results sheet) and recording the identification number and raw score on the whiteboard (see example).

The group winner from each event in the first rotation is recorded as the event leader (as no other competitors have completed the event at that stage).

As new results sheets are handed in, it is the recorders role is to check the group winners score against the current event leader. If the result is better (that is, timed events need to have a lower result and all other events need to have a higher result) then the new event leader is to be recorded on the whiteboard. If the result is not better (i.e. faster or higher depending on the event) then the result sheet may be filed and the event leader remains.



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**EXAMPLE VERSION OF LEADER BOARD:**

<b>MALE</b>	<b>EVENT</b>	<b>FEMALE</b>
<b>ID NUMBER/ RESULT</b>		<b>ID NUMBER/ RESULT</b>
044/46.96	<b>WEIGHT RETRIEVAL</b>	116/48.56
075/10.75	<b>THE SKIER</b>	189/10.26
061/195	<b>STAIR CLIMB</b>	178/199
012.13.50	<b>SOCCER THROW</b>	106/11.30
015/9.89	<b>AGILITY WEAVE</b>	138/10.33
002/36	<b>HAMSTRING CHALLENGE</b>	149/42
051/3.22	<b>MINI HURDLE DASH</b>	167/3.09
033/100	<b>SPEED PITCH</b>	150/70
191/16.23	<b>BALL FETCH</b>	066/17.29
023/208	<b>KANGAROO BOUND</b>	127/199

**FREQUENTLY ASKED QUESTIONS:**

What happens if the competitors don't participate in their correct order or are absent?

It is of paramount importance that you have all of the competitors participate in their correct order. If for some reason competitors are not participating in their numerical order it could result in scores for individuals and teams being recorded and calculated incorrectly which may then result in the rightful winners missing out on their awards. Make sure you have competitors lined up in their numerical order before you begin to record their results and if there are any absentees or injured competitors, place a line through there results row.

Should I demonstrate the activity to the competitors?

Yes. It is important for the competitors to gain an understanding of the correct procedure through seeing and listening to your instructions.



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What if a competitor falls over during the event?

If a competitor falls over during an event then give them another attempt. The Peak Fitness Challenge aims to give every competitor a positive experience related to fitness on the day.

Do I stay at the same event all day?

To ensure there is a consistent approach to all of the events we need you to stay at your event for the whole day.

Where do I return the recording sheets to?

Recording sheets must be returned to the recorders table at the end of each rotation. You must make sure you have filled in all of the details correctly and have scores matching up to the correlating competitors.

Do the students compete in mixed gender groups?

No. The groups are single gender with group number one to five being for boys and group numbers six to zero for girls.

How many breaks during the day do I get?

There are two breaks for the day, one for recess and one for lunch. The recess break is for approximately ten minutes and the lunch break is for approximately twenty five minutes. If the challenge is running behind schedule then these breaks may need to be shortened.

Is food and drink provided for me on the day?

Each Peak Fitness Challenge event and stadium in which they are operated have their own unique operational points. Therefore, it is up to you to organise your own food and drink unless an alternative is provided to you via one of our sponsors. Recess and lunch breaks can be shortened to ensure the challenge finishes on time, therefore, you should not rely upon service at a canteen within the stadium as they are not always open or efficient.



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## OFFICIALS ROLES AT INTERSCHOOL EVENTS

EVENT/JOB	ROLES	PEOPLE REQUIRED
Recorders	Collate results, enter results into computer, update the leader board regularly and obtain results for end of the day presentations. <b>Students for this role must have proficient data entry skills and be meticulous in checking results/updating information.</b>	<b>1 minimum</b> 2 maximum
Weight Retrieval	Explain and demonstrate the event, two officials timing competitors and one official records results (and also acts as the starter).	<b>3 minimum</b> 4 maximum
The Skier	Explain and demonstrate the event, two officials oversee correct technique and timing competitors, one official records results.	<b>3 minimum</b> 4 maximum
Stair Climb	Explain and demonstrate the event, all three officials oversee correct technique on the steppers and one official records results.	<b>3 minimum</b> 5 maximum
Soccer Throw	Explain and demonstrate the event, one official measures the distance of the throw, one official retrieves the ball and one official records results.	<b>3 minimum</b> 4 maximum
Agility Weave	Explain and demonstrate the event, two officials timing competitors and one official to record results.	<b>3 minimum</b> 4 maximum
Hamstring Challenge	Explain and demonstrate the event, one official watching technique and stating the distance stretched, and one official records results.	<b>2 minimum</b> 2 maximum
Mini Hurdle Dash	Explain and demonstrate the event, one official acts as the starter, one official timing the competitors and one official records results.	<b>4 minimum</b> 5 maximum
Speed Pitch	Explain and demonstrate the event, one official to record results, one official to use the radar gun to measure the speed thrown and one official to organise competitors at the start line.	<b>3 minimum</b> 4 maximum
The Ball Fetch	Explain and demonstrate the event, all three officials oversee correct technique of the competitors, two officials timing and one official recording results.	<b>3 minimum</b> 3 maximum
Kangaroo Bound	Explain and demonstrate the event, one official reading out the distance jumped and one official records results.	<b>2 minimum</b> 3 maximum
TOTAL		<b>30 minimum</b> <b>40 maximum</b>



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