



Northwest Catholic Conference

Track & Field Handbook

(Last Edit - 4/5/25)

Holy Family Catholic Academy – Inverness
Our Lady of the Wayside – Arlington Heights
**Queen of the Rosary – Elk Grove
St. Alphonsus – Prospect Heights
St. Anne – Barrington
St. Emily – Mount Prospect
**St. Francis – Lake Zurich
**St. Hubert – Hoffman Estates
St. James – Arlington Heights
St. Mary – Buffalo Grove
St. Raymond – Mount Prospect
St. Theresa – Palatine
St. Thomas – Palatine
St. Juliana - Chicago
Willow Academy – Des Plaines

****No Track Team for 2025**

Tracks

2025 Track & Field Season

Hoffman Estates High School

1100 W Higgins Rd

Hoffman Estates, IL

8 lane track

Spikes must be ¼" at this track!

NO PARENTS, SIBLINGS, ETC are allowed on field unless they are a volunteer!

General meet registration & participation rules for NWCC track meets

- Athletes can participate in a MAXIMUM of 4 events per meet (per IESA rules for regular and post-season).
- Athletes may only participate in 2 relays.
 - If an athlete participates in 2 relays, one of them MUST be the 4x400.
 - NO athlete can participate in the 4x100 & 4x200 in the same meet.
- JV (5th & 6th grade) Athletes can compete in mixed-age events throughout a meet (ex. JV 50 & Var 400, etc.).
- Athletes cannot compete in two events that are considered equivalent. (ex. No JV 50 & Var 100, no JV 200 & Var 200, etc.).
- Teams can place no more than (10) athletes in any event.
- Schools may enter a max of (2) relay teams in any relay event. When competing with multiple teams, only the faster of a school's two teams is eligible to score points. The slower of the two teams will compete as exhibition only and will not be scored.
- Each athlete will get (3) long jump attempts at regular season meets and conference finals. All jumps need to be recorded prior to the start of the 4x400 Relay. Jumpers must declare whether they are jumping from the regulation board or the NWCC modified spot.
- All final team rosters must be turned in by Friday before the first meet.
- Meet Rosters shall be submitted to Athletic.net by Friday before meet as declared by Palatine Pack Timing.
- Once in, no additions can be made to your roster unless it is cleared by the Track Director(s) and Palatine Pack.

- Jewelry cannot be worn by any Athlete participating in the meet. Athletes will be disqualified if they run with jewelry on during a meet (or current Track & Field IESA rules for jewelry).

Player Eligibility

- Junior Varsity events may only consist of 5th and 6th graders.
- Varsity events may consist of 5th thru 8th graders.
- No athlete can compete in a field or running event that they are not signed up for, unless discussed/approved with Palatine Pack Timing prior to the event at the starting line.
- Any student/athlete that was registered on a team's roster by the deadline is eligible for the conference finals (NO minimum meet attendance requirement as of 2025 season). If an athlete has no FAT seed time for the season, then Palatine Pack will place them in the last heat with no seed time (undocumented/estimated seed times will not be allowed). One exception for a seed time would be for an athlete that was injured all season. In this case, a documented FAT seed time for that athlete from an NWCC/Sectional/State Meet last year may be utilized.

Track Meet Events

Junior Varsity (Girls/Boys 5th and 6th) & Varsity (Girls/Boys 5th-8th)

Track Events

- Hurdles - 100 Meter (Girls) & 110 Meter (Boys) - both at 30" Height
- 50 Meter Dash (JV Only)
- 100 Meter Dash (Varsity Only)
- 1600 Meter Run
- 4x200 Meter Relay
- 4x100 Meter Relay
- 400 Meter Dash
- 200 Meter Dash
- 800 Meter Run
- 4x400 Meter Relay

Field Events

- Long Jump
- Discus
- 4.4 # Shot Put (JV Only)
- 8.8 # Shot Put (Varsity Only)

Meet Guidelines/Rules

- **Meet Director or coach majority** is responsible for canceling the meet due to poor weather.
- All meet results will be posted in real time on Athletic.Net as they become available.
- **Each** school will be responsible for (10) volunteers per meet.
- **Each** school participating in the meet is responsible for cleaning up their own designated area, as well as the entire track. Schools are encouraged to assign volunteers/athletes to walk the track at the end of the meet to ensure the entire area is clean. We rely on high schools to loan us their tracks, and we all would like to be welcomed back to utilize the space in future meets.
- Every effort should be made to keep the meet on schedule. Coaches need to assist this effort by ensuring your team is ready to compete in their events.
- Announcements will be made prior to running the events.
 - **1st call 15 minutes prior to the start of an event.**
 - **2nd call 10 minutes prior to the start of an event**
 - **Final call 5 minutes prior to the start of an event**
- **Meet event rosters must be submitted on Athletic.Net by the weekly deadline declared by the timing company so Palatine Pack Timing has adequate time to prepare the heat assignments.**
 - Instructions for submitting last-minute roster changes will be explained by the timing company.
 - If rosters are not submitted prior to the meet, your team is considered an addition to heat sheets.
 - Additions and subtractions to events will be made at the starting line by the clerk and submitted to the finish line recorder prior to running that event.
 - All additions to races will fill lanes not occupied by runners or placed in the last heat. If additional heats need to be added these runners will fill those lanes.
 - **No runners will be moved from one heat to another.**

- Runners will be automatically placed in heats based on their seed time.
- Spikes allowed (1/4-inch max.)
 - **Note:** School facilities may have different rules applied for spikes.
- For races requiring runners to stay in their lanes, instruct your runners to stay in their lane even after crossing the finish line. This will reduce the possibility of runners colliding after the finish and assist the spotters. **A runner can be disqualified for running out of their lane during and immediately after a race.**

Starters/Race Commands

- The commands prior to starting “**Sprint**” races are;
 1. “Runners take your Mark”
 2. “Set”
 3. Gun / Horn / Whistle
 - The first command is designed to simply allow a runner to position him or herself at the starting line.
 - The “Set” command signals the runner to assume and hold their starting position.
 - After 1-second pause, the Starter should sound the gun/horn/whistle (runners must remain motionless during 1-second pause)
- The commands prior to starting the **half mile and mile** races are;
 1. “Runners Set”
 2. Gun / Horn / Whistle
- A runner is allowed 1 false start per race. The runner’s 2nd false start will disqualify that runner for that event.
- If a runner false starts, “pulling” other runners with him/her, the starter fires two rapid shots or horn blasts, indicating a false start. Only the runner who created the false start is charged.
- The starter should explain the starting commands, false start rules, lane restrictions to the runners prior to beginning the race.
- A runner has “crossed the finish line” at the exact moment when that runner’s torso (chest and stomach areas) crosses the finish line. Leading arms, legs or head do not count.

Relay Races

- **Schools may enter a max of (2) relay teams in any relay event.** When competing with multiple teams, only the faster of a school's two teams is eligible to score points. The slower of the two teams will compete as exhibition only and will not be scored.
- All team members of a relay must wear matching uniforms. No team will be allowed to have any of their four runners wearing a jersey that does not match their teammates. Any team doing so will not be allowed to compete.
- The relay exchange zones must be clearly marked. All exchange zones are 20 meters in length.
- Baton must be passed, not thrown.
- The runner is allowed to retrieve his/her dropped baton if there is no interference with another runner. Once the baton is retrieved the runner must begin running again at the location the baton was dropped (runner must return to their lane at the point they picked up the baton).
 - Any runner can retrieve the baton if dropped in the exchange zone.
 - If out of the exchange zone, the runner who dropped it must retrieve it.

Starting a Race

- **The 200 and 400 Meter Dashes**, along with the 4x100 and 4x200 Meter Relays are staggered starts with no lane changes throughout the race. The 200 Meter Dash is occasionally run on a straight away and then not staggered.
- **The 800 Meter Run** is a 2-lane alley start. At Hoffman Estates (8-lane track), there will be 1 heat if 1-23 registered athletes (1-23 athletes in the heat), 2 heats if 24–32 registered athletes (12-16 athletes in each heat), 3 heats if 33-48 registered athletes (11-16 athletes in each heat). Exceptions can be made depending on weather or local situation at Palatine Pack Timing's discretion.
- **The 1600 Meter Run** is a 2-lane alley start. At Hoffman Estates (8-lane track), there will be 1 heat if 1-23 registered athletes (1-23 athletes in the heat), 2 heats if 24–32 registered athletes (12-16 athletes in each heat), 3 heats if 33-48 registered athletes (11-16 athletes in each heat). Exceptions can be made depending on weather or local situation at Palatine Pack Timing's discretion.
- **Starting blocks are allowed (schools must supply their own blocks).**
- A team's lane assignments are determined by their qualifying times, if submitted.

Regular Season Meets

- Ribbons (**1st through 5th Place**) will be issued for each solo and relay event.

Team Scoring (points)

Quad-Meets

| | |
|-------------------------|--|
| o 1 st Place | 6 points |
| o 2 nd Place | 4 points |
| o 3 rd place | 3 points |
| o 4 th place | 2 points |
| o 5 th place | 1 point |
| o Relays | 1st Place (6 points), 2nd Place (4 points), 3rd Place (2 points) |

Notes:

- The 800M Run and 1600M can be joined if there are less than 12 runners or two runners per lane at the starting line.
- The Relays can be joined if there are 6 or fewer teams entered in the race.

The NWCC Conference Finals

- Prelim, Semi, and Finals for the 50 Meter and the 100 Meter Dash
- Team with the highest total points in all divisions wins the league championship.
- Team trophies (**1st through 3rd Place**) awarded in each division.
- Medals (**1st through 3rd Place**) awarded for each solo and relay event.
- Ribbons (**4th through 5th Place**) awarded for each solo and relay event.

Conference Finals

| | |
|-------------------------|-----------|
| o 1 st Place | 10 points |
| o 2 nd Place | 8 points |
| o 3 rd Place | 6 points |
| o 4 th Place | 5 points |
| o 5 th Place | 4 points |
| o 6 th Place | 3 points |
| o 7 th Place | 2 points |
| o 8 th Place | 1 point |

Volunteer Positions needed for Meets

Field Events

Long Jump (5) volunteers

1 Clerk/Recorder
1 Starter
1 Raker
2 Measurers

Discus (5) volunteers

1 Clerk Recorder
1 Starter
1 Ball/Shot Returnee
2 Measurers

ShotPut (5) volunteers

1 Clerk Recorder
1 Starter
1 Shot Returnee
2 Measurers

Running Events

1 Official Starter (NWCC to hire for each meet)
1 Microphone Host for announcing upcoming race events and providing reminders.
1-3 Clerk of the course team (people to set runners in heats and lanes at the starting line)
1-3 Hip Number Volunteer team (issue hip numbers and direct athletes to correct area)
3 Curve/Exchange Judges for Relays (recommend using coaching staff personnel)
1 Finish Line Recorder (records times and places of runners) Note: Place takes precedence over times.

Materials Needed (supplied by the conference)

| | |
|----------------|---|
| Long Jump. | 1 (50') Tape Measure 1 Rake 2 Clip Boards |
| Shot Put | 1 (50') Tape Measure 2 (8 lb.) shotputs (Var) 2 (4.4lb) shotputs (JV) **Provided by each team as of 2023 2 Clip Boards |
| Discus | 1 (200') Tape Measure 2 Discs 2 Clip Boards |
| Running Events | Batons supplied by the team. 1-3 Clip Boards with upcoming heat sheets. |