
Event Guidelines

These rules are meant to be guidelines and to be flexible enough to allow everyone to have fun. The meet director has final authority over all matters relating to the relay events. Times kept by the Optimist Club of Salem and the City of Salem are considered the official times.

1. Each school must have one head coach on the infield at all times. No unattended children are allowed on the infield.
2. **Arrival:** Participants should arrive at the Runner Drop-Off 15 minutes prior to their grade's call to the track time. The Runner Drop-Off is located next to the tennis courts, to the east of the stadium. (See map.)
3. **Departure:** Escorted by a coach to the Runner Pick-Up area, participants will exit the infield via the southwest gate, near the derby track, after their entire grade level is done running. (See map.)
REMINDER: For the safety of the runners, we ask each school to have one infield parent from each grade level stay with the participants in the Runner Pick-Up until all the runners have been picked up by a parent or responsible party.
4. Relays 4x100: Runners must stay in their lane after passing off until they are called off the track by an escort. Failing to stay in lanes or fouling other runners may result in disqualification. Time constraints do not allow races to be rerun.
5. Teams must provide their own batons.
6. Starting blocks will not be used.
7. No running spikes or shoes designed to accommodate running spikes allowed.
8. Coaches are to bring teams to the Clerk of Course to help organize the runners. Runners will be placed in their lanes by escorts.
9. **Coaches and participants are not allowed to run along the track.** Runners need to be able to run the race on their own. This is a safety issue and will be strictly enforced by meet personnel.
10. All runners and on-site alternates will be escorted to the award area at the completion of their race. Ribbons are awarded for the 4x100 relays, and medals for the Mayor's Mile relays.
11. Only clear water is allowed on the infield; no other food or drinks. Schools are responsible for cleaning up their own trash by the end of the day. May Trucking generously supplies water all day long.
12. Excessively large pop ups or awnings are not allowed on the infield. Pop ups may only be weighted down with items such as gallon jugs of water or sand. **No stakes allowed.**
13. Access to the infield will be given to adults wearing the correct provided wristband. Each school will be given 17 wristbands allowing access onto the field: 1 for the head coach, 15 for volunteer coaches (3 per grade level entered), and 1 for the principal.

Tips for a Successful Day

1. Get a parent to help with each team or grade level entered. These parents are usually in the stands watching anyway, and are extremely helpful in the following areas:
 - a. Standing with the runners in the Drop-Off area.
 - b. Taking the team to the Clerk of Course to be lined up for their race.
 - c. Waiting at the awards area for the team so they can be escorted back to the tent after receiving their awards.
 - d. Standing with the runners in the Pick-Up area until a parent, or responsible party, picks them up. A school representative knows the parents and families better than the event day volunteers and this helps ensure the runners are leaving with the appropriate people.
2. Having a school sign in both the Runner Drop-Off and Runner Pick-Up areas is helpful, since there is usually not enough time to get the sign from the Pick-Up area to the Drop-Off area in a timely manner.
3. Runners should report to the event's school sign in both the Runner Drop-Off and Runner Pick-Up areas. This helps parents see their child is safe in the Runner Drop-Off area, and helps the volunteers quickly find the runners in the Pick-Up area.
4. Make sure runners eat before coming to the field. Once runners are on the field, the only allowable food or drink is clear water, and that is provided by our event sponsor, May Trucking. If a school wants to provide a snack, then it needs to be given to the runners as they exit the field for the day.
5. Runners should arrive no earlier than 15 minutes prior to the Call to the Track time. We won't call the runners to the track before the published call time, even if the event is running ahead of schedule.