

INFORMATION FOR TEAM MANAGERS
4J Studios scottishathletics Indoor U17 & Senior Relay Championships
Saturday 8th February 2025
Emirates Arena, London Road, Glasgow, G40 3HG

We look forward to welcoming you and your teams to the Emirates Arena for the 4J Studios **scottishathletics** Indoor Relay Championships. Clubs are asked to share this information with athletes and their families to ensure that all attendees are prepared for the event.

All relevant information can be downloaded from the Fixture Page on the **scottishathletics** website:

[4J Studios scottishathletics National Indoor Relay Championships](#)

Event Help Line

Mobile No. **07522 556771** is available to athletes, coaches, officials or spectators for on the day enquiries, if required. If unanswered, a message should be left detailing name, issue and return contact telephone number. If any team is running late for declarations, they should also call this number to declare by phone before entries close.

Spectators and Coaches

All non-athlete attendees should have registered with **scottishathletics** in advance via the dedicated coaches and spectators page [here](#). (Parents can register via their child's account if they are not members themselves). All attendees will need to show their confirmation e-mail (either printed or on a mobile device) to gain access to the venue on the day.

Online entry fees:

Spectators - **£3**

Coach members of **scottishathletics** – **Free**

A pay on the day option of **£4** by card is available for those who have not registered in advance. Coach members must register in advance if they wish to avoid the £4 on the door fee: we will not be able to check memberships on the day for free entry.

Admission

Entry to the stadium will be on Level 3. There will be no admittance through the main reception area on level 2 (ground floor).

Declarations will open at 0830 and will close 60 minutes before each team's first event.

Glasgow Life rules state that open containers will not be permitted within the competition area. Sports bottles, containing water only, will be allowed within this area. Stadium staff and security will operate checks, with any prohibited items being confiscated.

Car Parking

We anticipate a large number of cars to arrive at the venue, so please ensure you arrive in plenty of time to park before you need to declare your teams. All drivers must be considerate to local residents and venue users and park responsibly.

Note: Celtic FC have a home fixture with a 1500 kick off on Saturday 8th February. This will affect traffic and available parking within and around the Emirates Arena. If you are able, please use public transport or car share as parking availability at the venue will be limited all day

Declarations

Declaration forms will be available on the morning of the event. Paperwork should be collected and completed by team managers on behalf of their teams. Athletes should not report to declarations, but instead make their way directly into the arena on arrival. Team Managers must select their teams from the pre-entered athlete pools. No new athletes may be named in any team on the day. Team Managers must return completed team declarations sheets to receive their team packs.

Declarations Opening Hours: 0830 - 1145hrs

Declarations close **60mins prior to event start time**

Composition of Relay Teams

Rule TR24.10: Each member of a relay team may run one leg only. Once a relay team has started in a competition, up to a total of four additional athletes may be used as substitutes in the composition of the team, and these reserves must be included in the declarations sheet. If a team does not follow this rule, it shall be disqualified.

scottishathletics Additions:

One athlete per team may be declared in a team from the age group above their own, provided they were included in the entry pool for the older age groups at the point of entry. The same athlete cannot also be declared in any team within their own age group on the same day.

Athletes who are members of teams already eliminated from a competition may be used as substitutes in further rounds in another team from the same club, on the provision that they have been named as a reserve at the time of declaration.

Any changes made to a team's running order between rounds **must** be reported to Declarations as soon as possible, **before athletes report to Assembly**. After the call time for that round, further changes cannot be made. Teams who do not notify Declarations of changes may not be permitted to race.

Accreditation

Access to the competition area on the ground floor of the Emirates Arena will be restricted to **scottishathletics** officials, athletes and team managers/chaperones only. Spectators and non-competing athletes will not be permitted to roam in this area.

Team managers will be issued a wristband at admissions. This wristband will grant access to the warm-up area. Athletes must wear, or have possession of, their race number to access the warm up area.

Warm Up Area

The warm-up area is located behind the seating on the back straight of the track. Congestion outside the warm up area must be kept to a minimum, and athletes must be aware of other athletes warming up and competing in the same area. The area at the entrance to the warm up area will be used as a competition area (pole vault) so athletes must not leave any belongings in this space.

All athletes will be able to access the warm-up track for a limited time prior to their event to complete their final preparations. This is to ensure space and safety for all in the indoor area. Teams may be accompanied by **one** coach, who should leave the area when the athletes report to Assembly.

Athletes who are not warming up for their events must NOT 'base' themselves in the warm up area and should return to seats within the stand.

Athletes, team managers and officials must make themselves familiar with the warm-up area etiquette. Athletes and team managers must also listen for announcements made within the warm-up area regarding potential Assembly and timetable changes.

Glasgow Life rules state that open containers will not be permitted within the competition area. Sports bottles, containing water only, will be allowed within this area. Stadium staff and security will operate checks, with any prohibited items being confiscated.

Assembly Area

Athletes should report to the assembly area at the beginning of the home straight (close to 60m start) as per the published assembly schedule.

Numbers will be issued within team packs at declarations. Numbers must not be folded, mutilated or concealed in any way. Vests, competitor numbers and spikes will be checked in the final assembly area, and leg numbers will be distributed there. All relay athletes must wear a club vest in the same design as their teammates.

Spikes should not be worn outside of the athletics arena at any time. Spike length must not exceed 6mm. Under no circumstances will athletes be allowed to use needle spikes on the Mondo surface. Any athlete found to have these spikes whilst using the Mondo surface will be asked to remove them immediately.

Rules

These Championships will be held under UKA Rules for Competition Incorporating World Athletics Rules effective from 1st April 2024. A copy is available for download here: [Competition Rules](#).

Presentations

Presentations will be conducted as soon as possible following the conclusion of finals and will be held on the podium within the facility.