

**NHTOA VENUE INSPECTION CHECKLIST****THROWS****Venue (General)**

- ☐ Are officials stationed in a safe zone – AT LEAST 3-feet beyond the stretch point of the netting?
- ☐ Is the venue adequately marked with fencing/roping to keep spectators out?
- ☐ Are other events adjacent to the throwing area in danger of stray implements?
- ☐ Are officials controlling the circle/runway and sector during warm-ups and competition?
- ☐ Is there a reasonable possibility that athletes, officials, media, or spectators could cross the landing area?
- ☐ Is the spectator area a safe distance behind cage and away from the sector/runway?
- ☐ (Javelin) Are no implements in hands except the active thrower and the on-deck athlete?
- ☐ (Javelin) Are javelins being carried vertically?
- ☐ (Javelin) Is there adequate supervision of the warm-up sticking throws?
- ☐ Will the throwing arena have adequate supervision during warm-ups and competition?

**Circle (Shot and Discus)**

- ☐ If the circle is wood, is it secured so it will not slide when used?
- ☐ Is the circle smooth?
- ☐ Is the circle free of debris (sand, leaves stones, rubber pellets, etc.)?
- ☐ Is the area outside the circle clear of obstructions?
- ☐ Are there items (i.e. brooms, towels) for cleaning the circle surface if needed?

**Cage (Discus)**

- ☐ Are there any holes in the cage and/or netting?
- ☐ Are there any weak spots in the cage and/or netting?
- ☐ Is the netting securely fastened?

**Javelin Runway**

- ☐ Is the runway smooth with no holes or bumps?
- ☐ Is the runway the proper width (13' 1-1/2" or 4 meters)?
- ☐ Is the area around the runway clear of obstructions?

**Sector (Shot/Discus/Javelin)**

- ☐ Is the implement landing area smooth with no bumps or holes?
- ☐ Is there a possibility that thrown implements will land on track?
- ☐ If temporary lines, are they anchored so they will not move and people do not trip over the anchors?

**NHTOA VENUE INSPECTION CHECKLIST****VERTICAL JUMPS (High Jump and Pole Vault)****Pit**

- ☐ Are the pits at least the minimum size required and compliant with the latest rule requirements?  
(If not, DO NOT CONDUCT THE EVENT)
- ☐ Are the pads positioned securely?
- ☐ Are there any holes in the pads?
- ☐ Are the pads free of debris?
- ☐ (Pole Vault) Is the collar around the sides and back of the box?
- ☐ Are the standards placed correctly?
- ☐ Is the area surrounding the pit clear of obstructions?
- ☐ Is there a possibility that a crossbar or pole will be knocked onto the track?
- ☐ Will an exiting athlete obstruct the running events?

**Apron or Runway**

- ☐ Is the area or runway of sufficient size/length?
- ☐ Is it free of debris (sand, leaves, stones, etc.)?
- ☐ Does the approach come off of the track, cross a drain, or change surface?
- ☐ Is the location of the runway near the track?
- ☐ Are other events taking place at the same time in the area?
- ☐ Is there adequate room for athletes and officials to conduct the competition without impeding another event?
- ☐ Is there a reasonable possibility that a non-competitor could cross the runway?
- ☐ Is there a location and a scale to check the vaulter and pole weights?

**NHTOA VENUE INSPECTION CHECKLIST****HORIZONTAL JUMPS (Long Jump and Triple Jump)****Pit**

- ☐ Is the sand raked, soft, and free of debris?
- ☐ Is the area surrounding the landing area clear of obstructions?
- ☐ Will landing in the pit put sand on the track? If yes, is there a plan to address this situation?
- ☐ If the pit is surrounded by drainage plates, are they unbroken and secure?
- ☐ Will raking activity potentially obstruct the running events?
- ☐ Are additional rakes and other tools placed in such a way as to avoid injury?
- ☐ Will an exiting athlete obstruct the running events?
- ☐ Are media personnel in a safe area for themselves, athletes, and officials?

**Take-Off Board**

- ☐ If wooden, is it smooth and level with the runway, and is it secure?

**Runway**

- ☐ Is the length sufficient?
- ☐ Is the runway free of debris?
- ☐ Is the location of the runway near the track?
- ☐ Are other events taking place at the same time in the same area?
- ☐ Is there a reasonable possibility that a non-competitor could cross the runway or landing area?



## NHTOA VENUE INSPECTION CHECKLIST

### TRACK

#### Surface

- ☐ Is the surface level without bumps, bubbles, holes or gaps (tripping hazards)?
- ☐ Is the track clear of obstructions?
- ☐ Are the curbs in their appropriate place? If not, are there cones?

#### Venue

- ☐ Is there an obstacle-free zone on the inside and outside of the track?
- ☐ Is the track properly cordoned off to keep spectators from entering and to control entrance to venues?
- ☐ Is there a location for competing athletes to wait for their heat/section?
- ☐ Is there an easy exit from running events?