

# Coach / Team Leader Manual

## Desert Challenge Games

May 10-14, 2017



HOSTED BY:

Arizona Disabled Sports

City of Mesa Parks, Recreation and Community Facilities



[www.DesertChallengeGames.com](http://www.DesertChallengeGames.com)

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**The following age groups are recognized by IPC Athletics:**

- (a) Junior Males and Females: Any athlete of 18 or 19 years
- (b) Youth Boys and Girls: Any athlete of 16 or 17 years
- (c) Under 16 Boys and Girls: Any athlete of 14 or 15 years

An athlete must be 14 to compete in an open event.

*Please Note:* Competitive age for World Para Athletics is determined by the athlete's age by December 31<sup>st</sup> in the competition year (athlete age in 2017 regardless of the date).

**Adaptive Sports USA Age Divisions are as follows:**

|              |            |
|--------------|------------|
| Division U11 | Ages 7-10  |
| Division U14 | Ages 11-13 |
| Division U16 | Ages 14-15 |
| Division U18 | Ages 16-17 |
| Division U20 | Ages 18-19 |
| Division U23 | Ages 20-22 |

*Please Note:* Competitive age for Adaptive Sports USA is determined by the athlete's age in the competition year (athlete age in 2017 regardless of the date).

**Technical Meetings:**

The event schedule includes a technical meeting for swim coaches (or independent athletes) on Thursday, May 11<sup>th</sup> from 5:00pm-5:30pm at the Kino Aquatic Center and for track and field on Thursday, May 11<sup>th</sup> from 8:00pm-9:00pm at the host hotel – Hyatt Place Conference Room. The swim meeting will be led by the LOC Representative and head official. The track and field meeting will be led by the LOC/Event Director/Track & Field Director and the IPC Technical Delegate. The meeting is not mandatory and will serve as a meeting to answer questions and clarify rules or regulations of the competition.

Coaches will be required to show a credential in order to receive a copy of the heats sheets or pit assignments for the competitions. Only one copy per team will be provided. Only two designated coaches per team will be allowed in the technical meeting as well as one representative for each independent athlete. Credentials will also be required to enter the track and field venue.

Questions from coaches & athletes: if you have any questions in regard to the competition that are not outlined in this manual you will need to submit them prior to the coaches meeting. Event Director, IPC Technical Delegate, and Track and Field Director will answer all the questions and send them out prior to the meeting. We ask that you email questions to Event Director Tiffany Wilkinson by Wednesday, May 10<sup>th</sup> 5:00pm PST.

If you wish to submit your questions in writing you may drop it off at the Hyatt Place Phoenix Mesa by the 5:00pm PST deadline on Wednesday, May 10<sup>th</sup>.

All questions will be answered by the meet director and TD and provided in writing via email by the technical meeting. A paper copy can be made available upon request if email is not available to you.

*Failure to show:* Any instances where an athlete or a guide does not show up for his/her event without a medical excuse or other unusual extenuating circumstance will be disqualified and be removed for all other future events during the competition. Note: All medical excuses must be confirmed or initiated by the medical director of the Competition and/or members of that team. Any questions in this regard can be submitted to the competition director and the TD.

Note 2: If an athlete has declared more than one guide then that guide must be utilized. Failure to do so will result in disqualification.

**BOOSTING:** Assessment for boosting violations will not be conducted at this competition.

**ASSISTANCE:**

*All coaches and athletes are strongly encouraged to read the IPC rules and regulations regarding assistance to athletes during competition (Rule 7).*

Track- in classes T12, T20, T35-38, & T42-47 may need assistance to set their starting blocks appropriately. For describing how the blocks should be set will be available at the TIC or call room so that the starting team may assist. Only under unusual circumstances will the TD consider allowing an assistant to help in setting up the athlete's block. Note: for T12 athletes without a guide an assistant may be allowed to accompany the athlete from the call room to the starting point of the event upon specific request to the TD.

Field- in classes F31-33 & F51-54 will be permitted 1 assistant without request to assist the athlete in transferring to a throwing frame and help them strap. These assistants MUST declare themselves in the call room. Only under exceptional circumstances will athletes outside this class range be allowed assistance and will necessarily require specific request to the TD for permission.

NOTE: Under no circumstance will assistants be allowed to provide coaching assistance or communication in this regard during their duties in the competition area. Failure to do so will result in disqualification of the athlete.

**Communication:**

Arizona Disabled Sports

Tiffany Wilkinson – Executive Director

480.835.6273 office

480.414.0535

[Tiffany@arizonadisabledsports.com](mailto:Tiffany@arizonadisabledsports.com)

Information also available at the event web site: [www.DesertChallengeGames.com](http://www.DesertChallengeGames.com).

**Delegates/Officials:**

|                        |                           |
|------------------------|---------------------------|
| IPC Technical Delegate | Jerry Clayton             |
| USATF Head Official    | Mike Pekar                |
| Event Director         | Tiffany Wilkinson         |
| Track & Field Director | Lane Gram                 |
| Volunteer Coordinator  | Nina Bernardo             |
| Head Archery Official  | Richard Doria             |
| Head Air Gun Official  | Roger Winn                |
| Head Swim Official     | Carol Frivaldo            |
| Archery Director       | John Dee Schrum           |
| Archery Director       | Will Hessler              |
| Swim Director          | Nina Bernardo             |
| Air Rifle Director     | Mark Grant                |
| National Classifiers   | Deanne Fay<br>Rachel Shea |

International Classifiers (PI) Denise Hutchins (Chief Classifier)  
Penny Broomhead  
Jane Freebody  
Catherine Welsh  
Pamela Wilson

International Classifiers (VI) Carlos Garletti (VI Lead Classifier)  
Jeanne Derber

International Classifiers (II) Melanie Gregg (II Lead Classifier)  
Julia Rauw

### **Disabled Sports Organizations & Membership Info:**

Track, field, archery and swim athletes ages 7-22 are encouraged to purchase an annual membership with Adaptive Sports USA prior to the competition. All results and records will be submitted to the national organization, however, only members will receive a certificate recognizing the record set during the competition. Athletes are required to have a membership in order to attend Junior Nationals.

By registering as an athlete, you will be placed on the Adaptive Sports USA mailing list. Most communication is sent via email including a monthly e-newsletter. Athletes will be allowed to update the subscription status with Adaptive Sports USA at any time.

**Adaptive Sports USA** – <https://adaptivesportsusa.org/>

Track and Field Athletes were required to have a 2017 IPC License to request an international classification appointment and for their results to count for the World Para Athletics Rankings, World Para Athletics World Records, and Paralympic Games.

**IPC Licensing – Track and Field** <http://www.teamusa.org/US-Paralympics/Sports/Track-and-Field/IPC-Licensing>

### **Equipment:**

The LOC will provide all sanctioned field implements, archery targets and starting blocks. Athletes must provide their own helmet for all wheelchair track racing events. All wheelchair track athletes will be required to wear a helmet for all races as per the IPC Rule.

The host organization will provide on-site storage at ASU Track for personal track and field equipment from Thursday, May 11<sup>th</sup> at 9:00am through Saturday, May 13<sup>th</sup> at 9:00pm. The athlete credential or bib number will be required to check-in and out the equipment.

Implement weigh-in opportunities for an athlete's individual implements are indicated on the schedule as well as one field throwing frame pre-check opportunity. Athletes must bring their own implements as well as throwing chairs to the implement weigh-in on the schedule for the day prior to their competition session. For example, implements required for field events on Friday AM or PM must be weighed in during session on Thursday.

Guide runners must provide their own vests. Track spike rules are below. *Track spikes will be available for purchase at ASU on Friday and Saturday if individuals do not have the required spikes.*



### **Bib Numbers:**

Two bib numbers per athlete will be provided for the competition. Ambulatory (track and field event) athletes must wear bibs on their front chest and upper back. Athletes competing in a wheelchair track racer or field throwing chair must place one number on their piece of equipment (track racer frame facing the inside of the track or throwing chair facing sector area) and one number on the upper back of personal uniform. Swimmers are recommended to place one bib number on their warm up jacket but are not required to wear the bib numbers. Athletes competing in archery will wear one bib number on their upper back between the shoulder blades.

### **Lodging:**

Host Hotel – Hyatt Place Phoenix/Mesa – 1422 W. Bass Pro Drive, Mesa, AZ 85201

Hot breakfast buffet is included with room reservation. The hotel is less than 5 miles from the competition venues and is surrounded by numerous restaurant chains that are within walking/pushing distance.

Homewood Suites/Hilton Garden Inn Tempe – 2102 & 2104 E Rio Salado Parkway, Tempe, AZ 85281

Hot breakfast buffet is included with room reservation. The hotel is less than 1 mile from the track venue. The hotel has a non-accessible van to transport to all ASU venues and airport (shuttle times are limited). Restaurants and shops are within walking/pushing distance from both hotels.

### **Maps:**

A map including host hotel, competition sites and airport, as well as a venue map for track and field can be found on the event web site: <http://www.desertchallengegames.com/eventdetails.html>.

### **Meals:**

A concession stand will be available at all track and field events. Food they will have for sale is: hamburgers, hot dogs, nachos, candy, water, and Powerade. The host organization will provide plenty of bottled water available to athletes, coaches and volunteers at each competition venue. Please bring your own additional snacks that you may need while at the competition.

**Media:**

Please use *#DesertChallengeGames* on all of your social media posts so we can track the action at the event.

The host organization will have a social media team as well as several professional photographers at the event. Athletes that indicated a Twitter or Instagram name on the registration will be tagged in photos that we can match. Athletes that are comfortable will be asked for interviews following events which will take place in a mix-zone under the grand stands at the track and field venue. Media representatives will be asked to wear a credential indicated that they are approved by the host organization. We encourage you to only speak to reporters or media personnel that have the event credential. Professional photographers will be asked to wear an orange vest throughout the event for visibility.

The host organization will provide a track and field announcer during track and field events.

**Medical:**

The Information Booth at each venue will host First Aid supplies and support. Volunteer trained medical staff will be on-site to assist with any medical issues that arise. During registrant check-in we will have medical forms available for athletes, coaches, and guides to provide any pertinent medical information to the LOC in case of an emergency. There are medical facilities and hospitals located near the competition venues.

**Merchandise:**

The host organization will have a variety of Desert Challenge Games merchandise available at each competition venue. A limited selection of the commemorative event shirt will also be available for purchase. Cash, check or credit card will be accepted at the venues.

**Registrant Check-in:**

Registered coaches and athletes are required to check-in to the event on Thursday, May 11<sup>th</sup> from 12pm-6pm at the host hotel-Hyatt Place. One team representative or coach will be allowed to pick up the information for the entire group.

**Team Rep or Coach- if you are planning on picking up registration packets for any athlete/s you will need to submit a list of the athlete's names to Event Director Tiffany Wilkinson by Monday, May 8<sup>th</sup>. You can email her at [tiffany@arizonadisabledsports.com](mailto:tiffany@arizonadisabledsports.com). This will ensure a faster check in process at registration.**

Individuals will be provided with a commemorative shirt and bib numbers at check-in. Individuals that are not able to check-in on Thursday must visit the Information Booth at least 1 hour prior to competition scheduled start time.

Athletes will **NOT** be able to add or scratch events since the final registration deadline of Wednesday, April 26<sup>th</sup>, 2017 has passed.

**Results:**

Once all results are reviewed and verified, they will be posted at the competition venue and host hotel. Final results will be posted on the games website, [www.desertchallengegames.com](http://www.desertchallengegames.com), after the completion of the event.

Results will be submitted to the sanctioning organizations. All results will be submitted to Adaptive Sports USA for qualification to attend Junior Nationals. Only athletes with an IPC license will have results submitted to the World Para Athletics Committee. Look under the section labeled “Disabled Sports Organizations & Membership Info” for additional information.

**Sanctioning and Rules:**

World Para Athletics Committee and Adaptive Sports USA will sanction the track and field events and the IPC and IAAF rules will govern the track and field competition. A copy of the rules is located at [www.paralympic.org](http://www.paralympic.org). Adaptive Sports USA will sanction the archery, air pistol & rifle, and swimming events and the Adaptive Sports USA rules will govern the competitions. A copy of the rules is located at <http://www.atfusa.org/>.

A protest procedure will be in effect for the competition. The protest table will be at the Information Booth at the competition venues. A filing fee of 100 Euros (approximately \$105.85 USD) will be required when submitting the protest. This filing fee will be refunded if the protest is upheld or the fee will be forfeited if the protest is declined. The protest committee including the Event Director, Track & Field Director, head official and sanctioning delegate will make the decision and it will be announced at the conclusion of the competition.

**Schedule of Events:**

The host organization will incorporate a mixed track and field schedule for the 2017 event. The tentative time schedule for track and field events is available at <http://www.desertchallengegames.com/Schedule.html>. The times posted on this schedule are tentative until all classifications and entries are confirmed. The final schedule will be posted under Schedule on the event web site and emailed to all registered coaches following the final classification appointment on Thursday, May 11<sup>th</sup>.

Athletes ages 14+ that have an IPC license will compete in Men’s (M) and Women’s (W) divisions. Athletes under the age of 18 that do not have an IPC license will compete in Boys and Girls divisions depending on the number of athletes registered in that classification. If the heat of Girls or Boys had less than 2 participants, the youth will compete with the W or M divisions.

Heat sheets will also be posted on the event web site at [www.desertchallengegames.com](http://www.desertchallengegames.com) under Schedule. Registered coaches will receive heat sheets via email as soon as available.

At this time athletes will not be able to add or scratch events from the competition. The only exception to this rule is if the athlete’s classification changes and the events offered for that class are different from current entries. If for any reason at the competition an athlete needs to scratch from an event due to medical reasons there will be forms available for the athlete to fill out. One of the on-site medics will be able to assess and confirm a medical reason to scratch from the event.



The host organization will offer open track and field practice times on the schedule which take place on Tuesday evening, Wednesday morning and Wednesday evening at Westwood High School. Westwood High School will be prepping their football field for graduation. Javelin is the only event that can be practiced on the field. On the additional field there will be ambulatory shot put available, no ambulatory discus cage is available and no seated throws (off of Cherry St on the map).

Please check the map on the web site for directions and parking. Open track and field practice times will be offered at the ASU Track on Thursday morning and evening.

A select amount of implements will be provided at the practice venues. It is recommended that you bring your own throwing frame and implements if possible. Water will not be available at Westwood High School on Tuesday and Wednesday, but we will have water at ASU on Thursday for open practice.

Check the track and field event schedule by time for the **track events** that will include a prelim and final. If the event required multiple heats of a classification, the heats have been set up based on the times submitted in registration. Majority of events have been separated by novice or junior and elite athletes. All track athletes must check-in at least 20 minutes prior to the listed event start time.

All **field events** will go straight to finals. A venue map of field pits and final heat sheets will also be posted on the event web site at [www.desertchallengegames.com](http://www.desertchallengegames.com) under Event Details. All ambulatory field athletes must check-in at the call tent 45 minutes prior to their event start time. All seated field athletes must check in to the call tent 30 minutes before their event start time.

The **archery competition** is split into two sessions – adults competing in the early morning between 7:30am-9:30am and juniors competing in the mid-morning between 10:00am-12:00pm. Adults must check-in by 7:00am and juniors must check-in by 9:30am in order to participate in the competition.

The **swim competition** will follow a running schedule. The order of events and heat sheets will be posted on the event web site under Schedule. Heat sheets will be sent to registered coaches by email no later than Thursday, May 11<sup>th</sup> at Noon.

The **air pistol & rifle competition** will be hosted on Sunday afternoon from 1:00pm-5:00pm at the Broadway Recreation Center in Mesa. Warm up time will be allotted to those competing in the competition. You will be required to arrive 30 minutes prior to competition start.

### **Special Events:**

The LOC will provide a Welcome Ceremony prior to the start of the track competition of Friday, May 12<sup>th</sup> from 4:45pm-5:00pm. The ceremony will take place on the track at ASU Joe Selleh Track and Field venue.

### **Transportation:**

All Valley Transportation Service and Ability Center are providing the ground transportation shuttle for those that submitted a request prior to the deadline. This shuttle does not include airport transportation. The event web site offers several options to coordinate your transport to/from the airport to hotel.

The shuttle to and from the competition venues will begin 30 minutes prior to the scheduled competition warm up times and will pick up and drop off outside the front entrance of the event hotels – Hyatt Place in Mesa and Homewood Suites/Hilton Garden Inn Tempe. A transportation schedule and cell phone number will be sent separately to those that submitted a request prior to the deadline.

**Venue Information:**

The track and field events will take place at Arizona State University Joe Selleh Track. The track venue does not offer a separate practice track; therefore, warm-ups will take place on the competition track (please refer to the event schedule for warm up times). During sprints the warm-up area in the grass east of the track & field on the back stretch will be available. Athletes will be provided with breaks to set compensators throughout the competition. Ambulatory athletes can warm up on the grass near the team tents as well as under the grand stand area. The field venue will offer two long jump runways, high jump, ambulatory javelin, shot put, discus and three additional pits for seated throwers – one in discus cage and two in grass.

The archery competition will take place at Papago Park Archery Range. The host organization will provide accessible restrooms and plenty of shade for the archers. Ambulatory shooters are advised to bring their own chair for rest breaks between sessions. All athletes are encouraged to bring an umbrella for shade in between rounds.

The swim competition will take place at Kino Aquatic Center located next to Kino Junior High School. The venue includes a competition pool which is comprised of eight 50 yard racing lanes. The venue will be set for short course yards. The aquatic center offers a shaded area for spectator seating, restrooms and locker rooms.

The air gun & pistol competition will take place at the Broadway Recreation Center. This is an indoor facility for the competition. There are restrooms and locker rooms available for use at the facility.

|                                      |  |
|--------------------------------------|--|
| ASU Joe Selleh Track and Field Venue | 400 S. Rural Road, Tempe, AZ 85281     |
| Kino Aquatic Center                  | 848 N. Horne Road, Mesa, AZ 85201      |
| Papago Park Archery Range            | 6201 E. Oak Street, Phoenix, AZ 85008  |
| Westwood High School                 | 945 W. Rio Salado Pkwy, Mesa, AZ 85201 |
| Broadway Rec Center                  | 59 E. Broadway Rd, Mesa AZ 85210       |

**Weather:**

Arizona will be HOT in May! The sun is strong and the daytime temperatures can range from the high 90's to the low 100's. Therefore, outdoor events have been scheduled for either early morning or evening. The host organization does not recommend that athletes train in the middle of the day between 12pm-4pm. The Desert Challenge Games Committee is committed to providing appropriate shade and water for all competitors. You will benefit from bringing the following items: a hat, sunglasses, sunscreen and a water bottle.