**BUCS nationals: indoor athletics TECHNICAL SPECIFICATION**

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| venue LiaisonYou are required to provide the name and contact details of a Venue Liaison who will be the main point of contact for BUCS. This person will be responsible for; all venue communication, sending of information and adhering to deadlines. They must be available to support with the development of event information prior to the event, be present on the event weekend to support with event queries and provide the sport specific knowledge to BUCS. |
| **Organisation making application** |  |
| **Name of Venue Liaison** |  |
| **Job title** |  |
| **Office phone number** |  |
| **Mobile phone number** |  |
| **E-mail address** |  |
| **Organisation address** |  |
| **Other contact information (if necessary)** |  |

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| 1.0 Venue: Technical Specification (indoor athletics) |
| Area | Specification required | Can provide?(yes / no) | Provision / description | Responsibility to organise | Responsibility to finance |
| **1.1: Indoor 200m running track** | 200m track (6 lanes)60m sprint (8 lanes)Banked turnsMondo track is preferableTrack to be World/UKA Certified |  |  | Host | BUCS |
| **1.2: Throws** | 2 x indoor shot put circles |  |  | Host | BUCS |
| **1.3 Jumps** | 2 jump pits, to competition sandpit requirement, capable of triple and long jumps, 9m, 11m and 13m take off boardsX2 high jump beds to competition standard |  |  | Host | BUCS |
| **1.4 Vault** | 1x pole vault bed to competition standard |  |  | Host | BUCS |

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| 2.0 Venue: ancillary equipment RequirementsThe following areas are essential to the competition elements of the event. |
| Area | Specification required | Can provide?(yes / no) | Provision / description | Responsibility to organise | Responsibilityto finance |
| **2.1 PA System** | Preferable for inhouse PA system with wireless mic. Ability to bring in PA system with speakers located in track centre |  |  | In house – HostExternal – BUCS | In house – HostExternal – BUCS |
| **2.2 Electronic Scoreboard** | Desirable: Access to an electronic screen for live results |  |  | Host | BUCS |
| **2.3 Photo Finish** | Desirable: Access to equipment to determine race positions, times and images |  |  | Host | BUCS |
| **2.4 Track furniture** | Starters RostrumScoreboardLap counter & bell Race & training hurdlesRace & Training start blocks |  |  | Host | BUCS |
| **2.5 Chairs** | Track side chairs for officials |  |  | Host | Host |
| **2.6 Tables** | To accommodate registration, presentation and control tables |  |  | Host | Host |
| **2.7 Accessible Podium** | Podium that is accessible |  |  | Host | Host |
| **2.8 Internet & IT**  |  |  |  | Host | Host |

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| 3.0 Venue: ancillary space RequirementsThe following areas are essential to the competition elements of the event. |
| Area | Specification required | Can provide?(yes / no) | Provision / description | Responsibility to organise | Responsibilityto finance |
| **3.1 Registration** | Registration room for athlete registration  |  |  | Host | BUCS |
| **3.2 Event Office** | Tables and chairs & space for storage of event equipment (can be Registration room) |  |  | Host | BUCS |
| **3.3 Seeding** | Located in close proximity to both Photo Finish and Event Office - requires tables (x6), chairs (x4) and wired internet connection |  |  | Host | BUCS |
| **3.4 Call Room** | Secure waiting area for athletes before competition72 chairs & 4 tablesPortable PA system preferable  |  |  | Host | BUCS |
| **3.5 Equipment Room** | Track side equipment storage for competitor implements (including pole vault poles) |  |  | Host | BUCS |
| **3.5 Doping Control** | Able to be locked down and only accessed by relevant personnel as required. Private toilet |  |  | Host | Host |
| **3.6 Officials & Volunteer Room** | Located in close proximity to track, and seats up to 60 people  |  |  | Host | BUCS |
| **3.7 Changing Rooms** | Changing rooms for male, female and gender-neutral changingIncludes showers |  |  | Host | Host |
| **3.8 Toilets** | For event staff, spectators and competitors (including male, female, gender neutral & disabled-access facilities) |  |  | Host | Host |
| **3.9 Medical Room & Physiotherapy space** | Private treatment room for athlete injury. Access to ice. Enclosed area near Field of Play for BUCS PhysiosEnclosed area or room for University Physio bedsAmbulance bay with clear access to trackside and infield |  |  | Host |  BUCS |
| **3.10 Media space** | Dedicated media room or press benches |  |  | Host | BUCS |
| ***Phased access required from Thursday PM for infield and registration set up, full access required Friday (7am) – Sunday (10pm)*** |

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| **4.0 Additional information**Please provide details of any additional information to support your application.For example;* Previous experience of organising or hosting similar indoor athletic events at national or international level
* Special skills, qualities and services you can bring to the event
* Venue map detailing technical specification requirements
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