



مدرسة البكالوريا - عمان
Amman Bacculaureate School

ABS 7th Annual 8HR MARATHON



Information Package (Includes the Team Registration Form and Participation Permission Form)

KEY DETAILS		
Date	Friday 11 October	
Time	10am until 6pm	
Registration Time	8:30am until 9:50am	
Closing Ceremony	6:15pm – 6:45pm	
Location	ABS Track & Field	
Who can participate as Running Members	<p>Allowed:</p> <ol style="list-style-type: none"> 1. ABS Students 2. Parents of ABS Students 3. ABS Alumni 4. ABS Staff 5. Siblings of ABS Students <p>Note: Any ex-ABS students and children of ABS Alumni who attend other schools cannot participate as runners. This is an ABS event.</p>	
Registration Costs (A and B Required)	A) Runner Registration Fee	10JD Per Runner
	B) Team Sponsorship	500JD Per Team
Special Note	<p>All funds raised in this event will go to the Booster Club financial account so as to support the continued growth of the Athletic Department. Past examples of projects include:</p> <ol style="list-style-type: none"> 1. Sports Cafeteria 2. Track & Field water fountains 3. New Gymnasium 4. Echo-systems for main gymnasium 	

How can I join in?		
Step	What to do	Further Notes
1	Create a Team	<ul style="list-style-type: none"> - Running Teams must consist of a minimum of 10 and up to a maximum of 20 Running Members of any ages. - Each Team must have at least One (1) Adult as Team Leader. - At least one Team Leader must be at the ABS Marathon with the Running Members at all times. - In case the Team Leader cannot be available throughout the Marathon, an Alternate Team Leader should be assigned. - The Team Leaders (and if needed the Alternate Team Leader) can be a Running Member on the team, but it is not necessary. - There will be one Team Captain under the supervision of the Team Leader, responsible for representing the team and organising the running order and motivating their team to compete in the relay. - The Team Captain must be a Running Member. <p><u>Categories: (Teams will be sorted into three (3) categories this year)</u></p> <ul style="list-style-type: none"> - Mixed Team- comprising of adults and kids of all grades - Primary School Team- comprising of K-5 students only (no running adults or older students) - MYS & IB Team- comprising of students grades 6 and up (no running adults) Younger students may be a part of these teams, but the team will still be considered as part of this category.
2	Complete registration forms to join a team	<ul style="list-style-type: none"> - Ensure a Team Information Registration Sheet is completed. - Ensure each child and parent has read and signed the Participation Permission/Waiver Form after carefully reading the 8-Hour Marathon Rules and Regulations Booklet. - All registration forms must be submitted together to the Athletic Department before the team will be registered.
3	Organise Sponsorship	<ul style="list-style-type: none"> - Each team has the opportunity to be sponsored. - Sponsorship includes a payment of JOD 500 per team (to be paid to the School Cashier) in exchange for visibility, branding & marketing within the tent of the team sponsored. - A sponsor can sponsor multiple teams. - If you are unable to secure a sponsorship, please contact the Athletic Department to see if one can be matched to your team.
4	Register Your Team	<ul style="list-style-type: none"> - Complete the Team Information Registration Form - Complete the Participation Permission/Waiver Form and return it to Athletic Director by 2 October. - Pay the registration fee (10JD per Team Runner) to the School Cashier (Administration Building or in the Sports Complex).
Optional	Become a volunteer	<ul style="list-style-type: none"> - Please fill out the volunteer form if you would like to participate in the various activities for the day.

Team Information Registration Form

(Team Captains **MUST** complete this form and **RETURN** this with the Participation Permission Forms for each Team Runner to the Athletic Director and **PAY** the 10JD participation fees to the Cashier in the Administration Floor)

Team Name and Sponsor			
Team Name			
Team Sponsor			
Team Leader Details (Must be an adult. Can be a runner.)			
Team Leader Full Name			
Team Leader Contact Number			
Team Leader #2 Full Name			
Team Leader #2 Contact			
Team Captain Details (Must be a runner.)			
Team Captain Full Name			
Team Captain Contact Number			
Team Captain e-mail			
Team Members			
#	Full Name	Grade	Contact Number
1	Team Captain:		
2	Team Runner:		
3	Team Runner:		
4	Team Runner:		
5	Team Runner:		
6	Team Runner:		
7	Team Runner:		
8	Team Runner:		
9	Team Runner:		
10	Team Runner:		
11	Team Runner:		
12	Team Runner:		
13	Team Runner:		
14	Team Runner:		
15	Team Runner:		
16	Team Runner:		
17	Team Runner:		
18	Team Runner:		
19	Team Runner:		
20	Team Runner:		

Participation Permission/Waiver Form

(This form must be signed by **EACH** team member and returned to the team captain.
The team will not be registered if all forms have not been submitted for all members.)

Details of Team Runner and Parent/Guardian of Team Runner

Name of Team Runner	
ABS Grade Level	
Parent/Guardian of Team Runner Name	
Parent/Guardian of Team Runner Contact Number	

The Conditions of Permission

I, _____, give my child who is a Team Runner permission to participate in the ABS 8-Hour Team Marathon on **11 October 2019**. I ensure:

1. I have read the 8-Hour Marathon Rules and Regulations Booklet and I have explained the rules and regulations to my child who is a Team Runner.
2. I will be accompanying or I will ensure that he/she is supervised by a Team Leader at all times.
3. I understand that the event will end at 6 PM followed by the Closing Ceremony from 6:15-6:45 and therefore I will pick up my child from the ABS Track and Field location at this time.

Signatures for Participation Permission

Parent/Guardian Signature and Date		/ /
Team Runner Signature and Date		/ /

Team Allocation Status

Yes: I am already allocated to a team	<input type="checkbox"/>	Team Name:
No: Please assign me to a team	<input type="checkbox"/>	

8-Hour Marathon Waiver Form

I, the undersigned, for myself, my heirs, executors and administrators forever waive and release any and all rights and claims I may have against the organising committee, Amman BaccaLaureate School, its principles, all sponsors, representatives and volunteers of the 8-Hour Marathon, for any physical or psychological injury or damages, including but not limited to injuries suffered by me, and any loss or damages incurred to my property prior to, during or following this event, including traveling to and from this event.

I acknowledge that I am aware of the inherent risks associated with volunteering at or participating in an athletic event of this type, in particular with regards to weather conditions, cold or hot temperatures, and any risks along with participating in a running event. I attest that I am physically fit enough to complete one lap walks/runs several times within the race. I also agree to abide by the decision of an appointed medical official with regards to my ability to continue in the 8-Hour Marathon. I assume and will pay any and all medical and emergency expenses in the case of an accident and or illness regardless of whether I have authorised these payments.

I hereby grant full permission to ABS to use any photographs, videotapes or any other records of this event for advertising and promotional purposes.

I, the undersigned, do understand that I and my team will be disqualified from the race if caught cheating or not abiding by 8-Hour Marathon Rules and Regulations.

Parent/Guardian Signature and Date		/ /
Team Runner Signature and Date		/ /
Parent Signature and Date if Running Member is below 18 Years of age		

LAST STEP: WE NEED VOLUNTEERS WITH US!

(If you would like to volunteer, please complete this form and return to the Athletic Director. Thank you.)

VOLUNTEER FORM	
Volunteer Responsibilities	<ul style="list-style-type: none">➤ Ushers: Individuals will be in charge of ushering people and making sure they are in their tents and preparing for the race.➤ Information Booth: All questions after registration has concluded will be directed to this booth. (For example: Where is my tent? Where is my volunteer station? Where is lost and found?)➤ Activities Operators & Supervisors: Individuals will be responsible for running games and activities area designed by Booster Club.
Full Name	
Contact Number	
Signature	

Rules & Regulations

(This is a fun and challenging event. We depend on the honesty and sportsmanship of all participants to abide by the instructions, rules & regulations of the event.)

The Event: A Free Style 8-Hour Relay Marathon.

The Rules and Regulations:

- **All Team Captains, Leaders and Runners MUST ARRIVE TO REGISTRATION no later than 8:30 AM. Registration will close at 9:50am. ALL Team Members must take their instructions, baton, bibs and bib numbers and special tags.**
- **The event will start promptly at 10:00 AM on Friday 11 October 2019 and end at 6:00 PM with a closing ceremony to follow.**
- All participants must have their official bib numbers placed on the **FRONT** of their T-shirt. Whenever you change your shirt, it is your responsibility to transfer the bib number onto your new garment.
- One runner from each team **MUST** be running at all times.
- Changeovers **MUST** take place within the designated **Changeover Zone which will be clearly marked by barricades and caution tape.**
- Any exchange of baton outside the designated zone will result in disqualification.
- Each runner will be assigned a bib number. This number cannot be given to anyone else or taken off at any time.
- **Runners will run distances of multiples of 400m / 1 lap, not shorter.**
- An assisting runner (for younger children) can be running with the runner, but the laps will only be recorded for one person holding the "baton".
- Depending on the team's running strategy, runners can be changed as frequently as you wish as long as changeover takes place in the Changeover Zone as mentioned above.
- If for any reason a team member(s) could not make it to the official start time, they must report to an Official Marathon Organiser (wearing yellow vests) immediately upon arrival.
- **Team members who fail to register with an Official Staff Member /Registration Table will not be allowed to participate. However, if they are found to be running, unfortunately, they will cause their team to be disqualified.**
- **Team Runners may only enter/exit the running track at the designated area (as seen on the attached Map: Appendix A). Failure to do so could result in the team being disqualified.**
- Each Team **MUST** have 10 - 20 Members with a minimum of 1 adult as a Team Leader.
- Once you register all of your team members on the day of the Marathon, no substitutions or replacements will be allowed (**no switching or lending of bibs**).
- Primary School students **MUST** be accompanied by an adult at **ALL TIMES**.

Incident Weather Policy

- Safety is our main concern during this event.
- In the case of severe weather conditions, the event may be postponed or delayed.
- All team captains will be informed in such a situation. Otherwise, the event will go on as scheduled.

Penalties and Awards

Penalties

Decision Making

1. All penalties will be determined by Official Staff only.
2. Observations by other teams will not be considered.
3. Any final decision made on disqualification for a team, individual runner or team laps being deducted will be decided by the Athletic Director and Leadership Team representative.

Reduction of Laps (10 Laps):

- Running without the relay baton
- Shortcutting of any team member (first offense)
- Changing runners outside the Changeover Zone (first offense)
- Any water fights

Individual Runner Disqualification:

1. Running outside the designated running area
2. A runner not having a signed Participation Permission Form will result in the disqualification of the runner and not the whole team
3. Running without the official bracelet or bib number
4. Participants not adhering to sportsmanship principles will be disqualified
5. Any vandalism or destruction conducted by a team member
6. Not following ABS Safeguarding Guidelines

Entire Team Disqualification:

1. Shortcutting of any team member (second offense)
2. Changing runners outside the Changeover Zone (second offense)
3. Changing/switching bibs with another runner
4. Unregistered runners participating in the marathon
5. Any vandalism or destruction conducted by a team
6. Any physical or verbal abuse during the event

Awards

Trophies

- A 1st, 2nd and 3rd place Cup will be awarded to the Running Teams in each category (Mixed Team, Primary School Team, MYS & IB Team) that accumulate the most laps respectively.
- Laps are counted by race officials only and are updated throughout the day on the Lap Board.

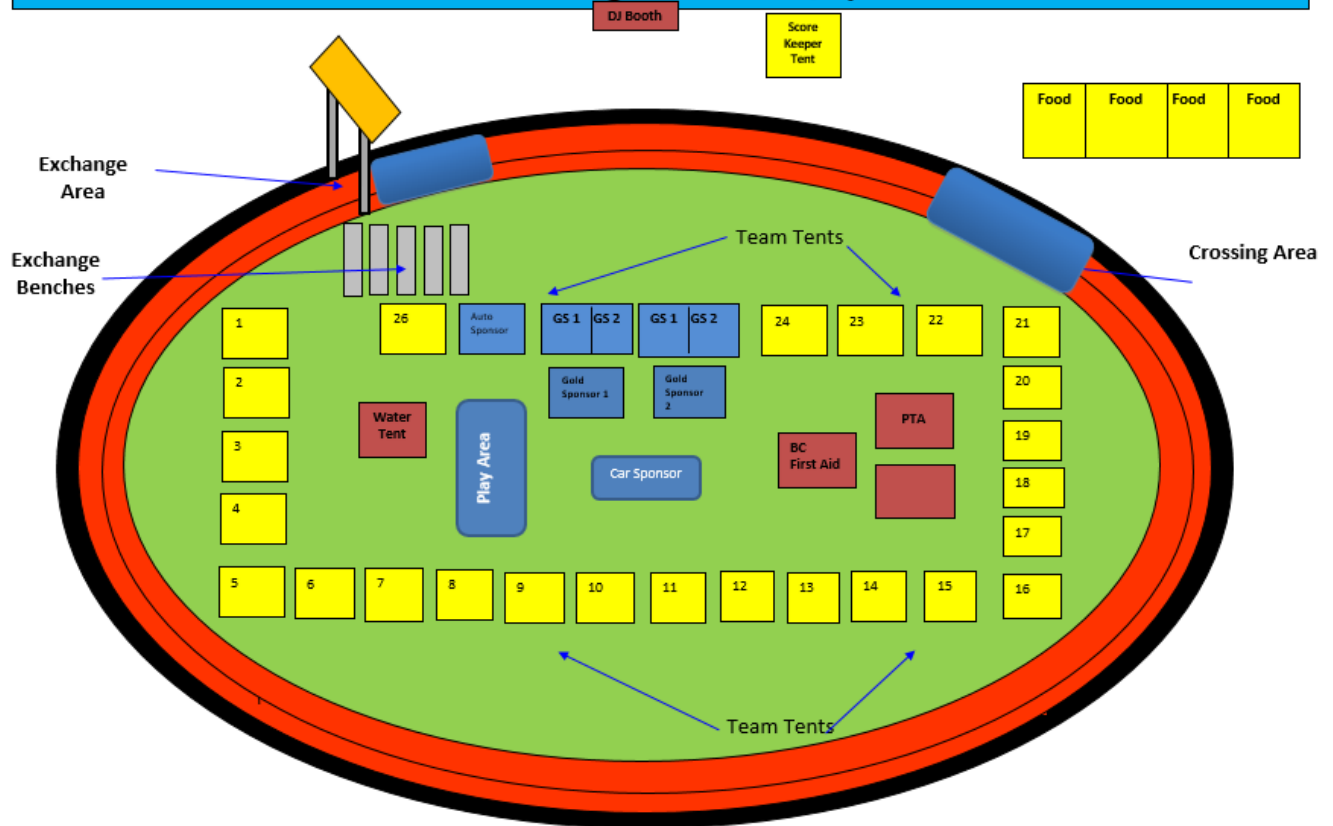
Additional Awards – Two awards will be given in each category as follows:

- Best School Spirit Award
- Best Sportsmanship

Appendix A: Map of Event

8-Hour Team Marathon Site Map

STADIUM –Seating for Visitors/Spectators



Appendix B: Athletic Department Code of Conduct (Section regarding conduct)

I agree to:

- Participate for my own enjoyment and benefit.
- Play by the rules and be a good sport. Applaud all good plays whether by my team or the opposition and congratulate my opposition on completion of play.
- Listen to, and follow instructions and assist the organisers in contributing to the success of the events.
- Never argue with an Official. If I disagree, I will ask my Team Leader captain to approach the Official during a break or after the competition.
- Control my temper. Verbal abuse of Officials and other players, or deliberately distracting or provoking an opponent are not acceptable or permitted behaviours in any sport.
- Cooperate with my Team Leader, teammates and opponents, as without them there would be no competition.
- Promote the correct image of ABS as I am one of its ambassadors.
- Be aware of all the expectations of the venues.