

APPENDIX NO 21 ANNOUNCER

- The announcers should familiarize themselves of all event details and in particular the risk and safety procedures outlined in [Appendix 34](#). If there is an emergency or evacuation the signal from the announcer will be a series of 3 sirens or beeps. The beeps/siren should not be used for any other purpose.
- The announcer should be familiar with and adhere to the ACC public address announcers guidelines (see [Appendix 21.1](#)).

PROCEDURE:

8.40 am

- Welcome to all schools. Special welcome to Country Schools. Welcome to school spectators upon arrival to the carnival.
- Marshal Events 1 - 4 (They are due to start at 9.00am - A B C D E F Divisions; 9.30am – G, H & I Divisions, **10.00am J Division**).
- NB: the Announcer will announce Marshalling calls in consultation (via two way radio) with the Chief Track Marshals.
 - Advise competitors that warm-ups are not to occur on the main arena - all warm-ups on lower oval. Hurdles may be used for warm up. One school per lane based on lane allocation for hurdles.
- Direct movement of seating of schools if required by the Carnival Manager.
- Ensure all officials are in position at their designated areas.

During Carnival

- Work in conjunction with the Marshalls, via two-way radio to call competitors for marshalling.
- Call for silence at the start of events, if necessary. Instructions for cheer squads if necessary.
- Announce results (first 3 place getters, schools and times/distances/height) as they come to hand. Limit to division 1 events only.
- Current event on track. Mention special events e.g. 100m Open for both Boys and Girls.
- Be aware of individual schools and competitors. Mention lanes for each school in each series of events.
- Highlight any good competitions in particular field events if appropriate.
- Keep non-competing competitors in their competitor area.
- Announce new records, once ratified.
- Announce Progressive Scores as they come to hand.
- Be aware of field events.
- Remind spectators, staff and competitors to ensure seating, canteen and toilet areas are clean.
- Garbage bags (provided by the individual school) are to be used for the final clean up.
- Ask Officials to return equipment, files, pens, stop watches and shirts to officials room.
- If there is an emergency or evacuation the signal from the announcer will be a series of 3 beeps or sirens.

The Announcer can make or break a carnival. Please observe the following guidelines:

DON'T

1. Do not encourage students to cheer during the start of an event.

2. Do not announce while competitors are under the control of the starter (ready to race).
3. Do not favour any schools.
4. Do not speak continually or race call every race.
5. Do not forget any schools in the welcome and final presentations.
6. Do not announce any new records before they have been verified by the Referee and Carnival Manager.
7. Do not announce any relay disqualifications before they have been officially verified by the Referee. Do not give specific information about relay disqualifications i.e. name of school and infringement details.

DO

1. Welcome everyone to the Carnival prior to first event.
2. Give country schools a special welcome.
3. Announce the name and the school of the first placegetter in each A Division event.
4. Announce official records - only when verified by referee and carnival manager.
5. Announce relay disqualifications once verified by the referee. Announce only limited infringement details such as event number, lane number and changeover number.
6. Speak slowly.
7. Work in conjunction with the Marshalls to call events.
8. Make special announcements (as requested) at your discretion.
9. Encourage the lesser performer while congratulating the elite.
10. Give continual score updates.
11. Make announcements as requested by the Carnival Manager