



## **ACHILLES CLUB INFORMATION**

including rules governing

**The Varsity Match  
The US Transatlantic Series  
The Varsity Field Events Match (FEAR)  
The Varsity Relays Match (FEAR)  
The Varsity Freshers' Match**

**DISTRIBUTION: OFFICERS, COMMITTEE, CUAC & OUAC**

**These are the Standing Orders of the Achilles Club, and of OUAC/CUAC in so far as they apply, as approved by the Achilles Club Committee.**

**Recipients are asked to study them carefully, and to hand them to their successors in due course.**

**If disputes arise** between CUAC and OUAC they should initially be addressed to the Senior Treasurer who will attempt to resolve matters internally or directly with his opposite number. The Senior Treasurers should feel free to refer matters for opinion to The President, Chairman, or Secretary of the Achilles Club.

*Summer 2011*

*First Drafted by Sandy Duncan*

## Contents

<b>1.</b>	<b>THE ACHILLES CLUB .....</b>	<b>4</b>
<b>2.</b>	<b>THE UNIVERSITY ATHLETIC CLUBS - OUAC AND CUAC .....</b>	<b>4</b>
2.1.	Roles of Officers in interacting with Achilles .....	4
2.2.	Election of OUAC and CUAC members to Achilles .....	4
<b>3.</b>	<b>OXFORD VS. CAMBRIDGE ATHLETICS MATCHES .....</b>	<b>5</b>
3.1.	Overview .....	5
3.2.	Responsibilities / Organisation of Inter-Varsity Competition .....	5
3.2.1.	Host University Responsibilities .....	5
3.2.2.	Away University responsibilities .....	6
3.2.3.	Achilles Club responsibilities .....	6
3.3.	Trophies and presentation .....	7
3.3.1.	Varsity Sports Trophies .....	7
3.3.2.	VFEAR Trophies .....	7
3.3.3.	FVM Trophies .....	7
3.4.	Officials .....	<b>87</b>
3.5.	Competition Rules .....	8
3.5.1.	Events & Timetables .....	8
3.5.2.	Numbering and colours .....	8
3.5.3.	Scoring .....	9
3.5.4.	Lane order for track events .....	9
3.5.5.	Field Event starting heights and order of trials .....	9
3.5.6.	Eligibility .....	10
3.6.	Sponsorship .....	10
3.7.	Dinners after the Varsity Sports .....	10
<b>4.</b>	<b>SERIES OF MATCHES VS. AMERICAN UNIVERSITIES .....</b>	<b>1211</b>
4.1.	Overview .....	<b>1211</b>
4.2.	Management and planning of the series and tours .....	<b>1211</b>
4.3.	Eligibility and selection .....	<b>1211</b>
4.3.1.	General .....	<b>1211</b>
4.3.2.	Selection for matches in the UK .....	<b>1211</b>
4.3.3.	Selection for U.S. Tours .....	<b>1211</b>
4.4.	Competition .....	<b>1312</b>
4.4.1.	General .....	<b>1312</b>
4.4.2.	Events, timetable & guests .....	<b>1312</b>
4.4.3.	Technical meeting .....	<b>1312</b>
4.4.4.	Technical officials .....	<b>1413</b>
4.4.5.	UKA clearance .....	<b>1413</b>

4.5.	<b>Financial considerations .....</b>	<b>1413</b>
4.5.1.	<b>Achilles support .....</b>	<b>1413</b>
4.5.2.	<b>Costs of hosting U.S. teams in the U.K. ....</b>	<b>1413</b>
4.5.3.	<b>Costs of touring in the U.S. ....</b>	<b>1514</b>
4.5.4.	<b>Sponsorship .....</b>	<b>1615</b>
4.6.	<b>Dinners and other hospitality.....</b>	<b>1615</b>
4.7.	<b>Trophies .....</b>	<b>1615</b>
4.7.1.	<b>Trophies for the matches vs. Harvard &amp; Yale.....</b>	<b>1715</b>
4.7.2.	<b>Trophies for the matches vs. Cornell &amp; Penn .....</b>	<b>1716</b>
4.7.3.	<b>Individual medals .....</b>	<b>1716</b>
<b>5.</b>	<b>OTHER CLUB EVENTS .....</b>	<b>1817</b>
5.1.	<b>Club Matches and Tours.....</b>	<b>1817</b>
5.1.1.	<b>UK matches and tours .....</b>	<b>1817</b>
5.1.2.	<b>Foreign tours: .....</b>	<b>1817</b>
5.2.	<b>Achilles Schools Relays.....</b>	<b>1817</b>
<b>6.</b>	<b>OTHER MATTERS.....</b>	<b>1918</b>
6.1.	<b>Achilles Medals.....</b>	<b>1918</b>
6.2.	<b>Prizes.....</b>	<b>1918</b>
6.3.	<b>Achilles Ball .....</b>	<b>1918</b>
6.4.	<b>Fixture Card and Annual Report .....</b>	<b>1918</b>
6.5.	<b>Website.....</b>	<b>1918</b>
	<b>APPENDIX 1 - PRESENT ORGANISATION OF THE ACHILLES CLUB .....</b>	<b>2019</b>
	<b>APPENDIX 2 – SAMPLE TIMETABLE FOR VARSITY SPORTS .....</b>	<b>2120</b>
	<b>APPENDIX 3 – SAMPLE TIMETABLE FOR VFEAR.....</b>	<b>2221</b>
	<b>APPENDIX 4 – SAMPLE TIMETABLE FOR FVM.....</b>	<b>2322</b>
	<b>APPENDIX 5 - SAMPLE TIMETABLE FOR MATCH VS. U.S. UNIVERSITIES.....</b>	<b>2423</b>
	<b>APPENDIX 6 - SAMPLE TIMETABLE FOR MATCH VS. U.S. UNIVERSITIES.....</b>	<b>2524</b>
	<b>APPENDIX 7 - PRESENTATION TEXTS FOR HARVARD / YALE TROPHY PRESENTATION.....</b>	<b>2625</b>
	<b>APPENDIX 8 - GROUND RULES FOR U.S. ATHLETES VISITS TO OXFORD AND CAMBRIDGE .....</b>	<b>2726</b>

## **1. THE ACHILLES CLUB**

The Club was founded in 1920, and as at that point all Old Blues were elected retrospectively its roots stretch back to the first Varsity Sports of 1864. It is a mixed Club for men and women, affiliated to Surrey and to England Athletics for Track and Field, Cross-Country and Road Running. The Officers, appointed by the Committee, are the Chairman, Hon. Secretary, the Hon Treasurer and Membership Secretary, the Team Managers (men and women), the Supervisor of the Achilles Schools Relays and the Director of U.S. Matches. Other Committee appointments may include members responsible for e.g. kit, the website and the Varsity Match.

The Clerk to the Achilles Trust is also an Officer and will be appointed by the Trustees, or by the Committee of Management consisting of The Achilles Chairman, Hon. Secretary, Hon. Treasurer, the Team Managers and the outgoing Clerk to the Trust.

The Club Committee meets not less than three times a year, usually once during each University term, normally on the Tuesday after the Varsity Match (May, in London), and immediately after the Freshers' Match (early November) and Inter Varsity Field Events and Relays Matches (IVFEAR) (

Feb/early March). It consists of the Chairman and Officers of the Club, and from each University the President, Secretary, Hon. Senior Treasurer (or in his absence the Hon. Junior Treasurer), immediate past President, the Men's and / or Women's Captain and the Achilles / Alumni Representative: in addition there may be if required up to six co-opted members. It is customary for the Achilles President to be invited to attend.

The finances of the Club are administered by the Hon. Treasurer, and each member is asked to pay an annual subscription. For practicable purposes the Club is operating an Active and Inactive List. The Inactive List comprises those who were properly elected, did not become Life Members, and whose annual subscription has lapsed. The Active Members are Life Members and / or those paying an annual subscription. It is primarily these active members who are on the Club's Mailing List to receive news of current activities, and whose names will appear in the list of members from time to time.

The Achilles Trust (Inland Revenue number XN57824) supplements the funds available from the Hon. Treasurer and other sources, in accordance with the terms of the Trust, and in particular makes funds available for the U.S. Series of matches, coaching, elite athletes, School and Foreign Tours etc. The terms of the Trust dictate that funds can only be used for the benefit of undergraduate students at Oxford and Cambridge.

## **2. The University Athletic Clubs - OUAC and CUAC**

**(logo templates in traditional format are as per front cover above and can be downloaded in scalable version from [www.achilles.org](http://www.achilles.org))**

### **2.1. Roles of Officers in interacting with Achilles**

The President, Secretary and Captain of each University Club liaise closely with the Achilles Club throughout the year in respect of fixtures, elections, etc., etc., and send Fixture Lists to the Achilles Hon. Secretary

### **2.2. Election of OUAC and CUAC members to Achilles**

The following are eligible for election to the Club from each Athletic Club, including Cross Country: Blues, Half Blues; Cross Country, Marathon, Relay and Field Event Colours, Alverstone, Centipedes, Alligators and Millipedes. In addition the Committee of each University Club may nominate members not covered by the above categories. Members shall ideally be sent an invitation letter signed by the President or Chairman, along with a Joining Card and Bank Standing Order Form (which shall be returned to the Hon. Treasurer once completed).

Prospective members who were not elected while up at Oxford or Cambridge, but who met the current eligibility criteria, are eligible for retrospective election.

### **3. OXFORD VS. CAMBRIDGE ATHLETICS MATCHES**

#### **3.1. Overview**

These matches (referred to hereinafter as “Inter-Varsity Competition”) comprise three main competitions:

- The Varsity Match / Second team matches, usually held in mid-May (hereinafter referred to as “the Varsity Sports”) includes the Men's and Women's Blues Matches. Matches between the Centipedes and Alverstone clubs, and Millipedes and Alligators, are held in conjunction with the Blues Matches.
- The Varsity Field Events & Relays Match (“VFEAR”), usually held in February or early March.
- The Freshers’ Varsity Match (“FVM”), usually held in early November.

The hosting of these matches alternates between Oxford and Cambridge Universities, arranged so that the organisational burden is fairly shared in any one academic year. Current arrangements provide that the University which is not hosting the Varsity Sports will in that academic year host both the VFEAR and the FVM. The host university will have choice of venue for each match.

#### **3.2. Responsibilities / Organisation of Inter-Varsity Competition**

The conduct of all Inter-Varsity competition is ultimately the responsibility of the two University Athletic Clubs, under the direction of their Presidents and Committees, who shall also liaise with the respective Blues’ committees on issues such as eligibility. However, with the agreement of OUAC and CUAC, the Achilles Club also assists in the organisation of the matches, principally to provide:

- Continuity and advice from year to year, given the turnover of OUAC and CUAC officers;
- Additional management resources prior to and on the day of competition (given especially that all university athletes will be fully occupied on the day with competition);
- Through the “Meeting Controller” (see below), a route for independent resolution of disputes that may arise during competition on the day. This is in effect a last resort in the very rare cases where the appointed Chiefs and Referees are not able to resolve issues under the normal operation of UKA Rules.
- Communication with and provision of hospitality for Old Blues and other Achilles members who may wish to spectate on the day;
- Assistance with technical matters, including appointment of officials, photo finish &c;
- Winners’ medals and presentation of these and other trophies;
- Financial assistance, as agreed in advance by the Achilles Hon. Treasurer with the respective Senior Treasurers.

These arrangements may be amended by prior mutual agreement of the University Presidents in consultation with the Achilles committee. In the event of disagreement the Achilles President or Chairman shall rule.

Thus there are three key groups concerned with the organisation of Inter-Varsity competition:

- *The Host University:* a largely self-explanatory term, though the concept will also exist in cases where the competition is held on “neutral” ground.
- *The Away University:* the one that is not the Host!
- *The Achilles Club.*

This section sets out the respective specific organisational responsibilities of these key groups.

\* Note that these will apply to all Inter-Varsity Competition (as defined above), except that items below marked with an asterisk will generally apply only in the case of the Varsity Sports.

##### **3.2.1. Host University Responsibilities**

The host University is responsible for:

- **Booking** (and, if applicable, paying for) **the track** and confirming that sufficient ground staff will be on duty;
- **Ensuring that first aid is available on site** on the day of the competition, e.g. via trained first aiders at the competition site or via St John's;
- **Selecting / inviting technical officials** for the VFEAR and FVM (including appointment of Chiefs and Referees), with assistance from the Achilles Club officials co-ordinator (see also section 3.4 below);
- Ensuring **in advance** that **all necessary equipment is available**, including implements, competitors' numbers (with sponsor's logo if any), track results "pads", lane draw "pads", field event height/distance score cards for officials, public address system in working order;
- Briefing ground staff re order of events (400m hurdles to be set at women's height first)
- Arranging **refreshments for officials** (about 50 individually packed lunches, and tea and water supplied to the infield throughout the match) and catering facilities for spectators;
- Booking venues for **first and second team dinner(s)** and supplying directions to venues for inclusion in the match programme\*.
- **Supplying their team details** to the compiler of the match programme as below\*;
- Passing sufficient competitors' numbers to the 'away' University's nominated team manager or liaison person;
- Having the compiled **match programme locally printed** and sufficient copies (for Varsity Sports 500 copies recommended) delivered to the track.
- Arranging for **sale of programmes** to spectators (this can usually be delegated to the Achilles tent: proceeds of sales to be returned to the host University) \*;
- Ensuring that their Senior Treasurer brings **trophies won the previous year** to the match (see below for further details of trophies);
- **Advertising** the match;
- Supplying **results to the Press**.

### 3.2.2. Away University responsibilities

The 'away' University is responsible for

- **Supplying their team details** to the compiler of the match programme as below\*;
- Ensuring that their Senior Treasurer **brings trophies** won the previous year to the match (see below for further details of trophies);
- Ensuring that they allow **ample travel time** to arrive well in advance of the start of the match;
- **Distributing competitors' numbers** (supplied by the host University as above) amongst their team on arrival.

CUAC is responsible for bringing the venerable Dinner Book to the post match dinner for signature \*

### 3.2.3. Achilles Club responsibilities

The Achilles Club is responsible for:

- Appointing a **Meeting Controller**, usually the Achilles Hon. Secretary or his nominee, to resolve any difficulties which may arise, and to discharge the responsibilities of the Meeting Manager as set out within UKA Rules;
- **Selecting / inviting technical officials** for the Varsity Sports (including appointment of Chiefs and Referees), in consultation with the host University (each will have a list of "regulars"). A substantial body of Achilles members are also included (see also section 3.4 below)\*;
- Recruiting **announcers and recorders**;
- Appointing a person responsible for **Officials' Reception**, i.e. to meet and greet officials on arrival, explain refreshment arrangements, reimburse travel claims &c.;
- **Compiling**, editing and publishing **the Varsity Sports match programme**. The programme compiler will request each University prepare a term in advance the name, full initials, college, school and PB of each athlete who might be included in any of their teams, and will supply a spreadsheet in the format required. The final team selections are to be emailed on

the spreadsheet to the programme compiler no later than the Sunday evening preceding the Match \*;

- **Supplying** Varsity Sports winners' / outstanding Freshers' **medals**, for presentation (for Varsity Match, 51 plus spares in case of ties);
- Delivering the Achilles Dinner Book to the Achilles Dinner\*;
- Arranging the Achilles AGM either shortly before or after one of the Inter-Varsity Competitions, or on another suitable occasion, with minutes of last year's AGM available for distribution
- Ensuring that a copy of these Standing Orders is to hand;
- Arranging (including booking venue and selling tickets for) an Achilles Reunion Dinner\*;
- Inviting the Achilles Dinner Chief Guest (a senior member of the Achilles Club)\*.

### 3.3. Trophies and presentation

For all Inter-Varsity Competition, the **University Senior Treasurers** are responsible for ensuring that the trophies won the previous year by their respective universities are brought to the Match (trophies to have been CLEANED & POLISHED, and with engraving updated if applicable), and that they are taken back into their safekeeping at the end of the day. These comprise:

#### 3.3.1. Varsity Sports Trophies

- the **Dinner Book (the property of CUAC)**,
- the C.N. Jackson Cup for the winning University of the Blues Match (men),
- the Drake Digby Cup (best performance)
- the Le Touquet Baton (most improved performance)
- the Paul Gomme Trophy (best performance in a throwing event)
- the Graham Goddard Trophy (for the winning team in the Centipedes / Alverstone Match),
- the Achilles Trophy (outstanding contribution to Varsity Athletics during the year)
- the ?Alan Mack / Roy Carter? Cup for the Winning University in the Blues Match (women) ,
- the Derek Steel Trophy for the Millipedes v. Alligators Match
- the Susan Dennler Cup (best performance)

Clement Jackson (Oxford), known as 'Jackers', was one of the three founders of the AAAs in 1880, and Treasurer until 1910. He held the world's best for 120y hurdles, 16.0 secs, won the Varsity Sports 120y hurdles in 1867, and coached his nephew Arnold to the 1912 Olympic 1500m title

F.N. Drake Digby was starter and archivist of CUAC for many years prior to the Second World War. The Trophy was first competed for in a 4 x 110 yards Relay, won by Oxford in 1949, which did not form part of the Match.

Susan Dennler (now Pappas), a high jumper, was the sole female athlete of national standard at Oxford during the 1960's.

Paul Gomme, winner of the Shot Put at the 'Varsity Matches of 1979 and 1980, died of cancer in 1983.

#### 3.3.2. VFEAR Trophies

- Relays:
  - o the VBV Powell Trophy for the Men's Match.
  - o 8 Silver batons (Men's Match events)
  - o The All Ireland Shield for the Women's Match.
  - o 5 Seoul Batons (Women's match events).
  - o The Roly Harper Women's Hurdles Relay Trophy.
- Field Events: the Sandy Duncan and Robert Kennedy Match Trophies.

The All Ireland Trophy was won by the Club in a match against All Ireland in 1925

#### 3.3.3. FVM Trophies

- Achilles Hong Kong Match Trophies (2 - men and women respectively)

The trophies as above and Varsity Sports' winners' medals / Outstanding Fresher Medals will be presented by an appropriate official as agreed by the Achilles Club with the University Presidents (in the case of the Varsity Sports, usually by the Dinner Chairman) immediately after each Match. The

winners of "best performer" trophies shall be decided by members of the Achilles Committee present at the match in consultation, where appropriate, with the University Presidents.

### **3.4. Officials**

For the Varsity Sports, the Achilles Club shall, through its Officials' Co-ordinator, select / invite all technical officials and shall appoint Chiefs and Referees. In so doing, the following processes shall be followed:

- The Achilles Officials' Co-ordinator shall maintain an ongoing list of officials who are interested in officiating at the Varsity Sports, and shall circulate them as to their availability, well in advance of each match.
- Each of the OUAC and CUAC Officials' Secretaries are encouraged to include the Varsity Sports in their own circulation of local officials for other OUAC / CUAC events, and are asked to forward those available for the Varsity Sports to the Achilles Officials' Co-ordinator on a timely basis, as a matter of course, so that they may also be considered for selection.
- The Achilles Officials' Co-ordinator shall consult with the host university's President and Officials Secretary regarding appointment of Chiefs and Referees, so that any suitably qualified senior local officials may be considered for those posts.
- Final invitations / confirmation of selection and related communication with Chefs and Referees shall be the responsibility of the Achilles Officials' Co-ordinator.

For the VFEAR and FVM, the respective host university will normally have responsibility for appointing officials (through their own Officials' Secretary), but they may generally wish to supplement their resources via consultation with the Achilles Officials' Co-ordinator. They are also welcome to request (in good time) that the Achilles Officials' Co-ordinator takes over primary responsibility for appointment of officials for either match, in which case the process as for the Varsity Sports should be followed. While the VFEAR is held indoors (and so at a location remote from Oxford and Cambridge), it is expected that this will be the default position.

### **3.5. Competition Rules**

All Inter-Varsity Competition shall be conducted under UKA Rules. Competition-specific rules within that overall framework are set out in this section. These are necessarily more detailed / prescriptive in the case of the Varsity Sports than for the VFEAR / FVM.

Senior distances, hurdle heights and throwing implements shall be used for both men and women, except that in the FVM, men's 110mH shall be run over 3'3" barriers and women's steeplechase shall be run over 1500m.

#### **3.5.1. Events & Timetables**

The **events** of the matches are standardised, and may be altered only by mutual agreement by the two Presidents and Captains, in the case of the Varsity Sports well in advance of the match (if the hammer needs to be held elsewhere, it should start earlier). The track events contained within VFEAR have been considerably modified following the Universities' decision to hold the fixture indoors. The recent timetables are set out in Appendices 2 to 4 .

For the Varsity Sports, Blues' and Second Team individual track competitions shall be run separately for events of one mile or less (first team races to be run first). For relays, other individual track competitions and Field Events, first and second team competitions shall be held concurrently (second team Field Event competitors to take their trials first).

For the Varsity Sports, men's and women's competitions shall be conducted separately. When these are timetabled at the same point in the meeting, women's event shall commence first, i.e. the order of competition shall be 1. Millipedes v. Alligators, 2. Women's Blues Match, 3. Centipedes v. Alverstone, 4. Men's Blues Match.

In the VFEAR and FVM, Men's and Women's Field events may be held concurrently (though scored separately), with the prior agreement of the Presidents and the Field Referee.

#### **3.5.2. Numbering and colours**

~~For the Varsity Sports, Oxford will wear odd numbers, Cambridge even numbers, as follows: Individual numbers are allocated in advance to each competitor.~~

### BLUES (MEN & WOMEN)

OXFORD	CAMBRIDGE
<del>1-8-3</del> Dark Blue Vest - White Shorts	<del>2-8-4</del> White Vest - White Shorts

### 2<sup>nd</sup> Teams (Men & Women)

<del>CENTIPEDES / MILLIPEDES - 21 &amp; 23</del> Dark Blue + White Vest - Dark Blue Shorts	<del>24 &amp; 24 - ALVERSTONE / ALLIGATORS</del> Light Blue Vest - Black Shorts
---	--

For the FVM, the above system (colours as per second teams) should be followed as closely as practicable, ~~whilst ensuring efficient use of existing stocks of numbers.~~

For the VFEAR, ~~the above system is preferred, but~~ any system that uses dark and light blue vests and a numbering approach that clearly distinguishes teams will be acceptable.

Where required by any relevant sponsorship agreement, the sponsor's logo should appear on the numbers.

#### 3.5.3. Scoring

Varsity Sports / FVM: points scoring for individual events: 5,3,2,1, Relays 5, 2. Each team trophy (Blues' Men, Blues' Women, Second teams Men & Second Teams Women) shall be decided by the highest number of aggregate points in that match.

VFEAR: The results of each of the four matches (Men's Relays, Women's Relays, Men's Field Events, Women's Field Events) will be decided by event scoring. In the field events, 4 competitors take part for each team in each of the four throwing and four jumping events. Four may compete in each of the Men's Field Events Match events, with all four performances totalled. Four may compete in each of the Women's Field Events Match events, with the best three performances totalled. In the throws and horizontal jumps each competitor shall have four attempts. Instead of relays of 60m and 60m hurdles, **5 athletes may run and** each university's 4 **best** competitors' times are totalled

#### 3.5.4. Lane order for track events

The following procedure shall be followed for the Varsity Sports:

The Presidents or Captains shall toss a coin. The winner chooses a track event and opts for lanes 1 and 3 or lanes 2 and 4. The loser of the toss chooses another track event and the two lanes. This procedure of choice continues alternately for all the track events. The lanes so decided in this fashion shall be for the Blues Match (men) and shall also apply for the Centipedes v. Alverstone match. The same procedure shall be carried out for the women's matches. It is the responsibility of the Presidents to liaise with the Track referee in respect of this procedure but if neither President insists on following the above procedure, then whatever lane draw mechanism the Track referee may propose may be used. The lane order shall then be given to the track referee, starter and announcer.

For the Varsity Sports, the 4 x 400m relays shall be run off **long staggers** (i.e. 1¼ laps in lanes). For the FVM and VFEAR, these issues will be dealt with by the Track Referee and Chief Starter, after consultation with the respective Presidents.

#### 3.5.5. Field Event starting heights and order of trials

The order of trials for each Field Event (1 and 3 or 2 and 4) will be determined through the process set out in 3.4.4 above (toss of coin, followed by choice by Presidents / Captains). The same order of

trials will apply to both the Blues' and the Centipede / Alverstone matches. The same procedure as above will be carried out by respective Presidents / Captains for the Women's matches.

For throws and horizontal jumps, there shall be six trials per competitor in both first and second team matches.

Vertical jumps: the starting heights and the amounts by which the bar is to be raised in the High Jump and Pole Vault are as follows

	Starting height	2 <sup>nd</sup> height	increments
<b>Men's HJ</b>	1.40	1.50	5 cm to 1.95, thereafter 3 cm
<b>Women's HJ</b>	1.10	1.25	5 cm to 1.60, thereafter 3 cm
<b>Men's PV</b>	2.00		10 or 20 cm at competitors' option
<b>Women's PV</b>	1.70 or lower if practicable		10 or 20 cm at competitors' option

In all Field Events or the purposes of compliance with UKA Rules in determining whether a round has been completed (e.g. UKA Rule 121(2)), the fact that there are separate Blues' and Second Team competitions shall **not** be taken into account.

### 3.5.6. Eligibility

Eligibility to compete in the Blues' match shall be as is mutually agreed by the "Blues Committee" of both Universities. In the event of failure of the Blues Committee to agree, the University Presidents shall mutually agree. In the event of further failure the President and/or Chairman of the Achilles Club shall decide. BUCSA eligibility rules apply to the 2nd team matches and to VFEAR. For the FVM eligibility to compete is restricted to students in their first term of membership of CUAC or OUAC (counted separately), or representing CUAC or OUAC for the first time.

For the Varsity Sports, there shall be no interchange between Blues' and Second team matches of athletes who have already competed in either of the two men's and women's matches, except in the relays where the interchange may be either way. In the relays there shall be no limit to the number of interchanges except that (a) no-one may interchange between the two relay teams i.e. no-one may run in the 4 x 100m for the Blues and 4 x 400m for the second team or vice versa and (b) the Meeting Controller in consultation with Achilles Club officers shall have the discretion, should he consider that the Relays have not been conducted in the spirit of the matches (i.e. with each side fielding its best team in the Blues Match) to disqualify the offending teams from the events concerned. It is not obligatory for a member of a Relay Team to have competed first in another event in his/her match.

It is desirable that athletes listed in the programme do compete in their declared events. However, declarations may be changed at any time until the start of the competition upon informing the opposing President and the relevant match officials (i.e. the Track or Field Referee). Guest competitors / teams are **not** permitted in the Varsity Sports, but may be allowed (with the agreement of the Presidents and of the Track and Field Referees in the VFEAR) and FVM.

### 3.6. Sponsorship

If we have a sponsor, their interests should be promoted at all times: they should be mentioned in the programme and competitors numbers, and by the announcers, and should be involved in the presentation of trophies and invited to the dinner after the match.

### 3.7. Dinners after the Varsity Sports

After the match there is a dinner for the men's and women's teams, presided over usually by one of the Senior Treasurers. The Presidents make brief (5 minute) speeches, and award Blues. The Captains award Blues but do not make speeches. The President of the winning University in the Men's Match (irrespective of the result of the Women's Match) may opt to speak last. The Dinner Attendance Book (owned by CUAC and started in 1905) is passed round for signature.

An Achilles Reunion Dinner is held at a separate venue. The Chief Guest is invited as per 3.2.3 above. The Achilles Dinner book is passed around for signature.

## **4. SERIES OF MATCHES VS. AMERICAN UNIVERSITIES**

### **4.1. Overview**

The series follows the following four-year pattern:

- Olympic year: fallow
- Following year: Oxford and Cambridge tour USA
- Following year: Cornell and Pennsylvania in the UK
- Following year: Harvard and Yale in the UK

### **4.2. Management and planning of the series and tours**

The Achilles Committee shall appoint the "**Director of U.S. Matches**" who will negotiate with the U.S. Universities' coaches and plan the tour arrangements in the UK and USA, including venues, dates and financial arrangements (see section 4.5 below).

For matches in the UK the Committee shall also appoint the "U.S. Liaison Officer" who will meet the U.S. party and travel / stay with them while at Oxford/Cambridge. For matches in the USA the Achilles Committee shall appoint such further Coaches/Managers as they may decide upon.

### **4.3. Eligibility and selection**

#### **4.3.1. General**

Those eligible for selection as members of the Oxford/Cambridge team are those who are "in residence" at Oxford or Cambridge and those athletes who have "gone down" the previous year after not more than 3 consecutive years in residence. Athletes may ~~only take part in one US Tour compete once in the US and once against each pairing in the UK.~~ Athletes who are no longer students but have not previously competed in a particular match may, at the discretion of the Director US Matches, be deemed eligible.

The Oxford and Cambridge team is selected solely on merit and availability. Presidents are not selected as of right.

The **selection committee** shall be constituted as follows:

- The Director of U.S. Matches
- The two Presidents

The Captain for each match will be agreed between the two Presidents and the Director of the O/C team.

Note that, for the purposes of US matches held in May/June or during the summer vacation, the Presidents and Captains of the two University clubs referred to in this section shall be those in office at the time of the previous Varsity Match.

#### **4.3.2. Selection for matches in the UK**

For matches in the UK the Director of US Matches will be responsible for notifying all winners on the day of the Varsity Match that they are selected for the US Match, obtaining their contact details, and following up with a written formal invitation. The selection committee shall then consult e.g. with the University captains, coaches, cross country captains, past Presidents et al. to ensure that the best available full team is selected

#### **4.3.3. Selection for U.S. Tours**

For the US Tour, athletes will be **considered for selection** who have:

- achieved a Blues standard, or at least a Half-Blues standard, within the last 12 months
- demonstrated their fitness at competition level within 2 months prior to selection
- regularly attended OUAC/CUAC/Achilles training in recent months.

Athletes who are **injured or unfit** may not be eligible to proceed on tour. Any injury or illness should be disclosed to the tour management IMMEDIATELY on selection or on occurrence prior to departures. Failure to disclose such information immediately may render the athlete liable for the FULL COST of their travelling expenses.

The costs of the tour are met mainly by the Achilles Trust, the American Achilles Foundation and the U.S. Universities. However, each athlete is required to contribute a modest sum: it may be possible for athletes still in residence to obtain grants to assist them in this respect, and they are recommended to approach their colleges accordingly. In the event that genuine hardship would prevent an athlete from accepting selection, they are advised to contact the Secretary of the Achilles Club.

#### **4.4. Competition**

##### **4.4.1. General**

All matches shall be conducted **under IAAF Rules**, amended and supplemented as necessary to take account of any relevant local Health & Safety regulations.

There shall be men and women's matches against the U.S., and each touring side shall choose whether the match shall be decided by events, or by point **scoring** (5,3,2,1 - and **Relays 5-2**). There shall be deemed to be three matches - the men's, women's and joint teams, but traditionally the joint result is the important score in Harvard/Yale fixtures, whereas the separate men's and women's results feature more in the matches against other teams.

##### **4.4.2. Events, timetable & guests**

The **events in the match** will be negotiated by the Director of U.S. Matches with the U.S. coaches, based upon the full international programme (less the marathon and walking events) and agreed by the two Presidents. The main variables will be whether:

- There will be a 10,000m event in the men's match (there is yet to be such an event in the women's match): **this is at the Visitors' option, and** for obvious reasons it is important that this be agreed well in advance of the meeting.
- It will be necessary to hold the Hammer competition away from the main arena (sometimes required at Iffley Road).

Typically there is now no 200mH.

Recent timetables are set out, for guidance, in Appendices 5 and 6 (one with 10,000m included and one without 10,000m, and with different hammer arrangements).

There may be additional non-scoring events, and if it is mutually agreed there may also be non-scoring Guest competitors in the match events (guests are usually excluded from the Harvard Yale match, but a more flexible attitude is adopted with Penn Cornell). **ONLY THOSE WHO HAVE ALREADY COMPETED IN THE MATCH ARE ENTITLED TO TAKE PART IN THE RELAY EVENTS.**

##### **4.4.3. Technical meeting**

A Technical meeting shall be arranged, ideally the evening before each match. The Oxford/Cambridge representatives shall be nominated by the Achilles Chairman when the matches are in the U.K. and by the Director of U.S. Matches when in the U. S.. The purpose of this meeting shall be to discuss and resolve any technical issues in advance of the competition itself, and the agenda will normally include:

- Draw for lanes / order of trials (see below);

- Use of staggers (800m, 4x400)
- Guests;
- Clarification of IAAF rules (e.g. reversal after 3 rounds, jump offs &c);
- Access to competition areas by coaches;
- Communication of local Health & Safety procedures;
- Procedures for checking of implements;
- Guest competitors.

The draw for lanes and order of trials for field events shall be decided by the representatives of each team attending the Technical Meeting. a coin will be tossed and the winner chooses a track event and lanes 1 and 3, or 2 and 4. The loser chooses another event and the preferred lanes, and this procedure of choice continues alternately for all the track events. The agreed lane order for all track events will be given to the Announcer, Track Referee and Chief Starter. The order of trials for each Field event (1 and 3, or 2 and 4) will be determined by the same process.

For matches in the U.K., the Achilles Club Chairman shall appoint a **Competition Director**, who shall attend the Technical meeting and thereafter communicate its decisions to the relevant Chiefs and Referees prior to and during the competition.

#### ***4.4.4. Technical officials***

The Achilles Club will obtain the services of **Technical Officials** for matches in the UK and will appoint all Chiefs and Referees. While the overriding concern will be to obtain the necessary number of officials with experience of judging at international events, every effort will be made to ensure that due regard is given to including officials who are "loyal servants" of OUAC and CUAC.

#### ***4.4.5. UKA clearance***

The Achilles Club shall be responsible for seeking and obtaining any clearance required from UK Athletics, for example in respect of UKA Rule 4 (5) and any UKA Permitting requirements.

### ***4.5. Financial considerations***

#### ***4.5.1. Achilles support***

For all matches in the U.K., the Achilles Trust will make some finances available to assist the two U.K. universities in meeting the costs of hosting the U.S. visitors. The amount available in this respect shall be agreed in advance by the Clerk of the Trust. The Achilles Club may also assist with costs of staging the match itself: to be agreed by the Hon Treasurer with the Director of U.S. Matches.

For tours to the U.S., the Achilles Trust will make funds available towards the cost of travel for students. The American Achilles Foundation will provide financial assistance towards local travel and accommodation. Team members will also be required to contribute personally.

#### ***4.5.2. Costs of hosting U.S. teams in the U.K.***

OUAC, CUAC and the Achilles Trust shall together provide funds to cover the "relevant" travel and accommodation costs of U.S. teams in the UK, up to a limit 50 team members and 6 coaches. It shall be the responsibility of the Director of U.S. Matches (liaising and consulting as appropriate with the respective Senior Treasurers of OUAC / CUAC and with the Clerk to the Trust) to:

- Confirm with the U.S. coaches those costs (type and best estimates thereof) which will be borne by the U.S. universities and agree the timing / method of receipt of funds from them to meet such costs;
- Agree with the Clerk to the Trust the level of funding available from the Achilles Trust;
- Draw up and agree with the Senior Treasurers a budget for the remaining costs of hosting the U.S. universities, including the allocation of those costs between OUAC and CUAC.
- Agree with the Achilles Hon. Treasurer any specific match costs (e.g. Photo Finish, Officials' travel) which may be borne by the Achilles Club.

- Through the Senior Treasurers, ensure that all bills and expenses are settled, and that reimbursement of costs agreed to be borne by U.S. universities is made, on a timely basis.
- Liaise with the Senior Treasurers and the U.S. Universities regarding resolution of any variances from the agreed budget (see note below).
- Prepare final accounts of the U.S. visit for submission to the next Achilles Club Committee meeting.

Note: for the avoidance of doubt, any adverse variances from budget / cost over-runs that cannot be legitimately recovered from the U.S. universities will in the first instance need to be met by OUAC / CUAC. It should not be assumed that further funds will be available from either the Achilles Trust or the Achilles Club, each of which have finite resources.

In determining what are the “relevant” travel and accommodation costs, the following principles shall apply:

- a. There shall be a clearly agreed limit (currently 50 athletes and 6 coaches / team management) to the numbers of the U.S. touring party whose costs will in any way be borne by OUAC / CUAC or Achilles. Costs associated with any excess over that number shall be for the account of the U.S. universities and shall be settled on a timely basis, preferably before departure from the host university.
- b. Any board and lodging costs to be borne by OUAC / CUAC shall be based on prevailing Oxford / Cambridge college cost rates. Should the U.S. tourists (athletes or coaches) choose to seek accommodation outside colleges, the whole of such accommodation costs will be borne by them.
- c. For visiting athletes, food costs only shall be borne by OUAC / CUAC. Athletes' lodging costs will in all cases be for the account of the U.S. universities. In the case of coaches, both accommodation and food costs will be borne by OUAC / CUAC (subject to (a) and (b) above).
- d. Transport costs for the U.S. tourists to be borne by OUAC / CUAC / Achilles shall be limited to (and subject to the limitations set out in (a) above) the cost of transporting their team by coach from xx (Previous tour venue in England(?)) to Oxford or Cambridge (as appropriate), from Oxford to Cambridge (or vice versa), and thence to a London airport. In addition, one minibus shall be provided / funded by OUAC / CUAC to the U.S. Tourists during their stay at Oxford and Cambridge.
- e. The costs of attending a dinner after the match by athletes and coaches and a dinner for coaches (in both cases subject to the limitations set out in (a) above) shall be borne by OUAC / CUAC.

Appendix 8 provides some practical illustration of these principles.

#### ***4.5.3. Costs of touring in the U.S.***

The arrangements for these largely mirror those in 4.5.2 above. However, OUAC and CUAC will generally not be expected to provide any direct funding (though individual athletes may apply to their colleges for grants &c), and funds will be available from the American Achilles Foundation towards accommodation costs in the U.S. The Director of U.S. Matches (liaising and consulting as appropriate with the respective Senior Treasurers of OUAC / CUAC and with the Clerk to the Trust) shall be responsible for:

- Confirming with the U.S. coaches “relevant costs” while in the U.S., i.e. those costs (type and best estimates thereof) which will be borne by hosting U.S. universities and which by the Achilles touring party, and agreeing the timing / method of payment of funds to meet such costs;
- Agreeing with the Clerk to the Trust the level of funding available from the Achilles Trust (typically towards student athletes' travel costs to the U.S.);
- Agreeing with the Chief Executive of the American Achilles Foundation the level of funding towards costs incurred while in the U.S., including athletes' accommodation.
- Drawing up and agreeing with the Officers of the Achilles Club Committee a budget for the remaining costs and the resulting agreed contribution to be sought from each of the tourists.
- Collecting the agreed contribution from each tourist prior to departure.

- Through the Clerk to the Trust, the Achilles Club Hon. Treasurer and the Chief Executive of the American Achilles Foundation, ensuring that all bills and expenses (including air travel) are settled on a timely basis.
- Liaising with the Achilles Club Committee and the U.S. Universities regarding resolution of any variances from the agreed budget.
- Preparing final accounts of the tour to U.S., for submission to the next Achilles Club Committee meeting.

The principles to be applied in determining which are "relevant" costs for visits to the U.S. shall (on the basis of reciprocity) be broadly similar to those set out in 4.5.2 above.

#### **4.5.4. Sponsorship**

OUAC and CUAC shall have primary responsibility for obtaining any third party sponsorship, having due regard to their own existing and planned sponsorship arrangements. They should consult with the Officers of the Achilles Club Committee (who may also wish to consult in turn with the Chief Executive of the American Achilles Foundation), for example to ensure there is no potential conflict of interest.

Event by event sponsorship should be vigorously pursued by the host University, subject to the approval of any main sponsor,

#### **4.6. Dinners and other hospitality**

When the U.S. Matches are in the UK, medals (supplied by the Achilles Trust) will be presented to the winners of each event, and later distributed to each other member of the U.S. touring side (less family members)

A **formal dinner** is usually held in the UK: this will normally occupy about three hours, and microphones and loudspeakers will be required. The Achilles President/Chairman or an invitee from either of these shall act as the Dinner Chairman. In the UK the Loyal Toast is "Her Majesty The Queen" followed by "The United States of America" - and vice versa in USA. Medals will be presented to the winners of each event (unless presented after the match). With Opening and Closing remarks by the Dinner Chairman the speeches will be : Lady Captains Oxford/Cambridge Team - The two U.S. Lady Captains - Captain Oxford/Cambridge Team (men) - The two U.S. Captains (men) and any others at the discretion of the Chairman.

Any other arrangements for the U.S. teams in the UK will be decided by the Achilles Committee, and usually include a dinner for the U.S. Coaches.

**Gifts** will normally be required for presentation to the Americans.

It is noted that students on both sides of the Atlantic would welcome more integration with their counterparts. Accordingly:

- Management may need to ensure that more disciplined communication is in place to ensure that planned social events are seen through.
- Ideally the visitors programme should consist of a 3 day visit to one University, followed by the match and dinner at the other University.
- Introducing visitors and hosts according to their events should be arranged.
- Achilles participation in an earlier event in the visitors' tour has proved successful in the past

Encouragement will be given to more "razzmatazz" (flags, parade etc.) for future meetings in the series.

#### **4.7. Trophies**

Presentation of trophies will normally take place at the dinner organised after the match. For matches in the UK, the Achilles Club Chairman will appoint the person(s) to present such trophies.

#### ***4.7.1. Trophies for the matches vs. Harvard & Yale***

Three team trophies are contested: for the men's events, the women's events, and all events combined, together with three individual trophies. The matches are scored either by match points or by number of wins: the scoring system used is decided by the visiting team and will be announced at the beginning of the match.

**The Naughton Trophy for the combined match.** Joseph Naughton, Harvard '73, won the Shot in the London meeting of 1971, but died of cancer less than two years later. This magnificent trophy was first contested in 1977 and splits in two, one part being held by each of the winning pair of Universities.

**The Achilles Trophy and The Stead-Sellers Trophy** Presented by Tim Sellers (Harvard '80, subsequently at both Oxford and Cambridge and winner of the Triple Jump in this series in 1981) and his wife Frances Stead (Oxford and Cambridge), they are to be held by the winning team in the men's and women's matches respectively, and presentation texts as follows are to be observed as per Appendix X.

**The Pat Liles Outstanding Performer Awards.** Pat Liles competed in this fixture for Harvard in 1957 and 1959, and for Cambridge in 1961: he died in 1983. These awards were first presented in 1985 to those judged by the head coaches to be the best male and best female athlete in the meeting.

**The Boal Hammer Awards.** Ayers Boal, Harvard '00, won the Hammer in the first meeting of 1899. The Hammer event was dropped from the match programme for many years but these fine awards to the winners of men's and women's hammer events, donated since 1979 by John Thorndike, Harvard '49, now affirm the event's prominence.

#### ***4.7.2. Trophies for the matches vs. Cornell & Penn***

Two team trophies are contested:

**The Sir Thomas Macpherson Trophy**, for the winning men's team.

**The Robert Stinson Trophy**, for the winning women's team.

Both these trophies were donated in 2010 by a number of senior members of the Achilles Club, in recognition of the outstanding leadership roles played by Sir Thomas MacPherson and Robert Stinson in reviving and sustaining the series in the 1970's, after there had been (for the first time in several decades, excluding the war years) no Oxford / Cambridge tour to the U.S. in 1969.

Again, the matches are scored either by match points or by number of wins: the scoring system used is decided by the visiting team and will be announced at the beginning of the match.

#### ***4.7.3. Individual medals***

In the UK, **Medals** are awarded to the winners of each event, and to all other members of the visiting team.

## **5. OTHER CLUB EVENTS**

### **5.1. Club Matches and Tours**

#### **5.1.1. UK matches and tours**

Club Matches and School Tours are organised by the Achilles Team Managers. The Achilles Club may agree (but is not obliged) to pay travelling expenses for team members, each of whom should give details of legitimate expenses incurred to the Team Manager. The Team Manager will in turn obtain block reimbursement from the Hon. Treasurer. The normal expenses are limited to the cost of second class rail travel or normal bus fare or petrol costs incurred. The costs of meals or overnight accommodation are not normally paid.

#### **5.1.2. Foreign tours:**

- i) The regulations for the U.S. Tour are set out in Section 4.
- ii) The Achilles Committee shall decide the arrangements for other tours.

In 2006 it was agreed to aim for a major tour mid-way between US tours, i.e. in each year that Harvard and Yale visit the UK

### **5.2. Achilles Schools Relays**

The Supervisor of the Achilles Schools Relays shall be appointed by the Achilles Club Committee and shall be responsible for:

- ensuring that the traditions and standards of the meeting are maintained, and that it is run safely (e.g. consistent with current UKA guidelines re Safeguarding of Children) and on a sound financial basis.
- ensuring that there is a Competition Organiser, and liaising appropriately in order to book the track.
- ensuring that the Committee appoint a Referee.
- monitoring the trophies presented by the Club.

The Achilles Schools Relays are normally organised annually on The Sir Roger Bannister Running Track, Iffley Road (Oxford). An Achilles Member shall be by right a member of the Executive Committee organising the Schools Relays, and an Achilles Member shall be nominated by the Committee to be Track Referee of the Relays.

A Schools Match may sometimes be held at Cambridge in early May (usually the weekend of the BUSF Championships) in which Alverstone compete.

## 6. **OTHER MATTERS**

### **6.1. Achilles Medals**

The Committee shall each year award an Achilles Medal to the Member who it feels has achieved the best performance during the year in

- a) a 'track' (including road running and walks) event and
- b) a 'field' (including multi events) event.

And an Achilles Freshers' Medal is awarded for the best performance in the FVM (see section 3.3 above).

### **6.2. Prizes**

Any prize won by a team entered under the name of the Achilles Club, or by a team of Achilles Club members entered under another name (except in the case of their First Claim or University Clubs), is the property of the Club. All prize money shall be remitted immediately to the Treasurer.

### **6.3. Achilles Ball**

A Ball is held in years when an organiser or host volunteers and when there is sufficient demand.

The organiser shall prepare a budget for the event, for agreement with the Hon. Treasurer, shall collect all monies from those attending and present accounts to the Hon. Treasurer.

### **6.4. Fixture Card and Annual Report**

The Hon. Secretary shall arrange for the publication of a fixture card in January of each year. The Presidents will ensure that University fixtures are forwarded for inclusion at the beginning of that Term, likewise the team managers for Achilles fixtures. The Hon. Secretary publishes an Annual Report for circulation to Club members in February.

### **6.5. Website**

Many of the Club's archives are stored at [www.achilles.org](http://www.achilles.org). The site is regularly updated with results of competitions, etc.

The Achilles Club Committee shall appoint a Webmaster with responsibility for maintenance (including arranging hosting and domain name registration).

**P.D.Talbot Willcox**  
**Hon. Secretary.**

**P.G. Crawshaw**  
**Hon. Treasurer**

## ***Appendix 1 - Present organisation of the Achilles Club***

### **President**

*Gives wise council. Has many contacts. Chairs Dinner to US teams, AGM and sometimes Club Committee.*

### **Vice-Presidents**

*Those who have recently been officers of the Club give valuable advice to their Successors.*

### **Chairman**

*Chairs Committees. Co-ordinates work of other officers. Entertains US "top brass". Signs and posts invitations joining letters drafted by the Hon. Treasurer, along with joining cards and B/Os. Presides over Elite Athletes scheme. Co-ordinates liaison with the Achilles Trust.*

### **Hon. Secretary**

*Agendas and Minutes. Maintains Club archives and statistics assisted by Chris Thorne. Assists Chairman in co-ordination of Club affairs .Liaise with Old Blues. Stores/sells Club buttons. Produces fixture card and Newsletter. Co-ordinates Varsity/US matches and dinners. Up-dates standing orders. Orders Varsity and US matches medals. Prepares recommendations for Achilles medals. Deals with Club printing. Currently hosts some committee meetings.*

### **Hon. Treasurer**

*Maintains and updates Club Membership Records, "Gone Away" and Deceased. Follows-up "Gone Aways". Deals with B/Os. Supervises distribution of Newsletter. When Club funds not at 'low ebb' pays individual's match expenses, official expenses, medals for Varsity/US matches and touring team ties. Insurance of Club trophies. Maintains Club accounts. Co-ordinates appeals for funds. Oversees sales of club kit. Issues membership invitation letters, obtains results of Varsity, Freshmen's and Field event matches, relays and cross country. Sends lists of those to be invited to Chairman, Hon. Secretary and Treasurer, Presidents/Lady Captains and Achilles Representatives. Sends invitation letters, joining cards and with sae to himself for those invited to join the Club to Chairman for signing letter and posting. Receives from recipients joining cards and B/s. Supplies names/addresses of members to committee members and team man Assists in limited way Achilles Schools Relays and OUAC/CUAC. Works closely with Chairman and Hon. Treasurer at funding of Clubs activities in accordance with Trust's charitable status.*

---

---

## Appendix 2 – Sample timetable for Varsity Sports

Hammer in main arena

(Based on that used at Iffley Road, May 2010)

	<u>Track</u>	<u>Field</u>
11.30		<b>Hammer</b> Men <b>Pole Vault</b> Women
12.00		<b>Long Jump</b> Men
12.30	<b>400m Hurdles</b> Women	<b>Hammer</b> Women
12.45	<b>400m Hurdles</b> Men	
1.00	<b>800m</b> Women, Men	<b>High Jump</b> Men <b>Long Jump</b> Women
1.30	<b>100m</b> Women, Men	<b>Discus</b> Men <b>Pole Vault</b> Men
1.50	<b>3000m S'chase</b> Men	
2.00		<b>Triple Jump</b> Men
2.10	<b>100m Hurdles</b> Women	
2.20	<b>110m Hurdles</b> Men	
2.30		<b>Discus</b> Women
2.40	<b>400m</b> Women, Men	
3.00	<b>Mile/1500m</b> Men	
3.15	<b>5000m</b> Women	<b>High Jump</b> Women
3.30		<b>Javelin</b> Men <b>Shot</b> Women
3.40	<b>200m</b> Women, Men	
4.00	<b>Mile/1500m</b> Women	<b>Triple Jump</b> Women
4.25	<b>200m Hurdles</b> Men	
4.30		<b>Shot</b> Men
4.40		<b>Javelin</b> Women
4.45	<b>4 x 100m Relay</b> Women, Men	
4.55	<b>5000m</b> Men	
5.15	<b>2000m S'chase</b> Women	
5.30	<b>4 x 400m Relay</b> Women, Men	

Note: The Mile is now usually contested when the match is at Iffley Road: 1500m when elsewhere.

### Appendix 3 – Sample timetable for VFEAR

(Based on that planned for LVAC in February 2011)

	Outdoor Field	Indoor Field	Indoor Field	Indoor Track
<b>11am</b>	JT (m&w)			
<b>12 noon</b> <b>12.30pm</b>	DT (m&w)	HJ (m&w)	PV (m)	
<b>1pm</b>				
<b>2pm</b> <b>2.30pm</b>	HT (m&w)	TJ (m&w)	PV (w)	60m Hurdles (W) 2 heats 60m Hurdles (M) 2 heats 3 x 800m (W) 4 x 800m (M)
<b>3pm</b>				60m (W) 2 heats 60m (M) 2 heats 4 x 200m (W) 4 x 200m (M)
<b>4pm</b>		LJ (m&w)	Shot (m&w)	3 x 1500m (W) 4 x 1500m (M)
<b>4.45pm</b> <b>5pm</b>		<b>End</b>	<b>End</b>	4x400 <b>End</b>

## Appendix 4 – Sample timetable for FVM

(based on that used at Oxford in November 2010)

<b>Time</b>	<b>Track</b>	<b>Field</b>
10.30am		Hammer (M & W) * <i>At Horspath Athletics Track</i>
12.00pm		Pole Vault (M & W)
12.30	400mH	
12.50	800m	
1.00		Long Jump (W) Discus (M & W)
1.10	100m	
1.30	400m	
1.45	1500m (M)	Long Jump (M) High Jump (W)
2.00	100mH (W)	Shot (M)
2.15	1500M (W)	
2.30	110mH (M)	Triple Jump (W) Javelin (W)
2.50	200m	High Jump (M) Shot (W)
3.10	3000m (M)	
3.20		Triple Jump (M) Javelin (M)
3.25	4x100m	
3.45	3000m (W)	
4.00	4x400m	
4.15	Presentation of trophies	

## Appendix 5 - Sample timetable for match vs. U.S. Universities

With Men's 10,000m and Hammer at separate venue

(based on match at Iffley Road in 2007)

	Track	Field
11:30		Hammer (men & women) <i>followed by</i>
11:45	10,000m (men)	Discus (men & women) <b>at Horspath*</b>
12:30		Pole Vault (men)
12:40	400mH (women)	High Jump (men)                      Long Jump (women)
12:50	400mH (men)	
1:10	800m (women)	
1:25	800m (men)	
1:30	100m (women)	
1:35	100m (men)	
1:50	3000m S/C (men)	
2:00		Long Jump (men)
2:20	100mH (women)	
2:30	110mH (men)	Pole Vault (women)
2:40	5000m (women)	Javelin (men)                      Shot (women)
3:00	400m (women)	Triple Jump (men)
3:05	400m (men)	High Jump (women)
3:20	One Mile (women)	
3:35	One Mile (men)	Javelin (women)
3:50		Shot (men)
4:00	200m (women)	Triple Jump (women)
4:05	200m (men)	
4:10	5000m (men)	
4:30	4 x 100m (women)	
4:35	4 x 100m (men)	
4:40	3000m S/C (women)	
5:05	4 x 400m (women)	
5:10	4 x 400m (men)	

## Appendix 6 - Sample timetable for match vs. U.S. Universities

Without Men's 10,000m and with hammer at main venue

(Based on that used at Iffley Road, June 2010)

	<b><u>Track</u></b>	<b><u>Field</u></b>
12:30		Pole Vault (men) Hammer (men & women)
12:40	400mH (women)	High Jump (men) Long Jump (women)
12:50	400mH (men)	
01:10	800m (women)	
01:15	800m (men)	
01:30	100m (women)	
01:35	100m (men)	
01:45		Discus (women)
01:50	3000m S/C (men)	Long Jump (men)
02:20	100mH (women)	
02:30	110mH (men)	Discus (men) Pole Vault (women)
02:40	5000m (women)	
03:00	400m (women)	Triple Jump (men)
03:05	400m (men)	Shot (women) High Jump (women)
03:15	One Mile (women)	Javelin (men)
03:25	One Mile (men)	
03:40	200m (women)	
03:45	200m (men)	
04:00	5000m (men)	Javelin (women) Triple Jump (women)
04:10		Shot (men)
04:25	4 x 100m (women)	
04:30	4 x 100m (men)	
04:35	3000m S/C (women)	
04:50	4 x 400m (women)	
05:00	4 x 400m (men)	

## ***Appendix 7 - Presentation texts for Harvard / Yale trophy presentation***

"The Achilles Trophy is presented to the Men's Team winners at the Oxford and Cambridge against Harvard and Yale Athletics Match, in honor of the Achilles Foundation, which helps to support these competitions. This trophy is dedicated to the perpetual renewal of friendship between British and American students through participation in the world's oldest international track meet. The Achilles Foundation looks forward to welcoming today's competitors, both men and women, to future Achilles meetings and banquets and invites all today's athletes to join in helping to provide the same opportunities to other students in the future.

The winning team at this year's meet was \_\_\_\_\_, by a final score of \_\_\_ to \_\_\_. The date, the winning universities' names and the winning score will be inscribed on these two silver trophies. Would the two captains please come up to be congratulated?"

"The Stead-Sellers Trophy is presented to the Women's Team winners at the Harvard and Yale against Oxford and Cambridge Track and Field Competition, to honor the achievements of women athletes and in particular four generations of Stead and Sellers women at Radcliffe and Oxford, who were not able to take part in the transatlantic meet because (before 1981) there was no women's competition. This trophy is dedicated to women athletes and to the perpetual renewal of friendship between British and American students through athletic competition.

The winning team at this year's meet was \_\_\_\_\_, by a final score of \_\_\_ to \_\_\_. The date, the winning universities' names and the winning score will be inscribed on these two silver trophies. Would the two captains please come up to be congratulated?"

## ***Appendix 8 - Ground rules for U.S. athletes visits to Oxford and Cambridge***

(reconfirmed by Harvard & Yale for 2011)

1. We pay for the food of up to 50 visiting athletes (the Americans pay the food costs for any over 50).
2. The Americans pay the accommodation (bed) costs of all their athletes.
3. We pay for a bus (large enough for 50) to bring them from XX to Oxford or Cambridge, for a bus for the journey between Oxford and Cambridge, and for a bus for their journey from Oxford or Cambridge to a London airport.
4. We pay for the hire of a minibus for the duration of their Oxbridge stay.
5. If the Americans need a second bus (because of the size of their party), they pay the costs for that second bus.
6. We make the offer to accommodate and feed their adults (coaches etc.), but we only pay the costs of up to 6 (if they bring more, they pay, both for bed and board, for the excess). If their adults wish to make their own arrangements (hotels) we should encourage them to do so, and assist with making the necessary reservations. If their adults do stay at hotels, this is all at their own expense, but we should be fairly generous about providing eating opportunities for them (at our expense).

*The Achilles Trust will provide as much of the required finance as it can, but this may well not cover the whole cost. It is important that the American athletes' visits to Oxford and Cambridge are recognised, by both Universities, as part of a "cultural/academic exchange". Thus the costs of their visits, to either University, are entirely free of liability to VAT. The Achilles Trust's money is only available to support such "cultural/academic" endeavours - so if any of the accommodating Colleges try to charge "commercial" rates (with concomitant liability to VAT) this must be resisted (and Achilles Trust money would not be available to pay such rates).*

*The Oxbridge organisers of the Americans visits should determine costs in advance, so that (a) the Americans are told in good time what their financial liabilities will be, and (b) so the Clerk to the Achilles Trust can seek to supply appropriate funds for the visit. It is probably convenient for the Americans to remit funds to cover their liability, in advance, to the CUAC bank account (this is because this has been the practice for the last 3 visits, and the necessary reference numbers and codes to permit a money transfer, are already known to all parties). CJRT 26.1.2007*

*Furthermore:*

*CUAC and OUAC are responsible for arranging for the visiting athletes to be hosted by their members during their visits.*

*The University Club hosting the match is responsible for ensuring that equipment for the match including implements, score card, numbers, pins, etc. are to hand, and for supplying packed lunches for officials. They are also responsible for arrangements for the post match dinner, and for assisting with arranging accommodation for teammates from the other University.*

*The University Club not hosting the match is responsible for arranging a Coaches Dinner.*