

# SMALL-SCHOOL TRACK AND FIELD COACHING MANAGEMENT SYSTEM

## 16-Area Master Problem Outline

| 16 CORE PROBLEM AREAS                            |                                                                              |
|--------------------------------------------------|------------------------------------------------------------------------------|
| 1. Coach Assignments                             | 9. Meet-Day Preparation                                                      |
| 2. Practice Schedules                            | 10. Individual Coaching                                                      |
| 3. Athlete Evaluation and Event Placement        | 11. Time Management                                                          |
| 4. Technical Skill Development                   | 12. Minimize Athlete Dead Time                                               |
| 5. Conditioning and Training Progression         | 13. Captain and Senior Utilization                                           |
| 6. Event Groups and Multi-Event Athletes         | 14. Equipment, Facilities, Medical Support, and Safety                       |
| 7. Team Discipline and Standards                 | 15. Working Athletes and Outside Responsibilities                            |
| 8. Locker Room, Track, and Field-Area Management | 16. Preparing for the Next Meet: Entries, Scouting, and Performance Planning |

| FIVE UMBRELLA CATEGORIES       |                                                                                                                                                                        |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A. STAFF MANAGEMENT</b>     | 1 Coach Assignments   10 Individual Coaching   13 Captain and Senior Utilization                                                                                       |
| <b>B. PRACTICE MANAGEMENT</b>  | 2 Practice Schedules   4 Technical Skill Development   5 Conditioning and Training Progression   11 Time Management   12 Minimize Athlete Dead Time                    |
| <b>C. ATHLETE MANAGEMENT</b>   | 3 Athlete Evaluation and Event Placement   6 Event Groups and Multi-Event Athletes   7 Team Discipline and Standards   8 Locker Room, Track, and Field-Area Management |
| <b>D. MEET MANAGEMENT</b>      | 9 Meet-Day Preparation   16 Preparing for the Next Meet: Entries, Scouting, and Performance Planning                                                                   |
| <b>E. SMALL-SCHOOL REALITY</b> | 14 Equipment, Facilities, Medical Support, and Safety   15 Working Athletes and Outside Responsibilities                                                               |

| NOTES / PRIORITIES |  |
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# Area 1 - Coach Assignments

Staff Management | Build clear event ownership and complete supervision with a limited staff.

## 1.1 Inventory the staff

List availability, experience, certifications, school duties, and event knowledge.

## 1.2 Assign event groups

Name the coach responsible for sprints, distance, hurdles, jumps, throws, relays, and strength work.

## 1.3 Define secondary duties

Assign entries, timing, equipment, transportation, results, communication, and meet operations.

## 1.4 Establish command

Clarify who leads the program, handles safety, makes entries, and resolves conflicts.

## 1.5 Cover every practice area

Ensure athletes are never training in an event area without appropriate supervision.

## 1.6 Avoid overloading one coach

Distribute instruction and administration so the strongest coach is not the bottleneck.

## 1.7 Plan transitions

Coaches should know their group, location, teaching points, and next responsibility.

## 1.8 Serve the whole program

Protect instruction for varsity, junior varsity, beginners, and younger athletes.

## 1.9 Create accountability

Review assigned work and require completion of the program standard.

## 1.10 Cross-train the staff

Prepare coaches to supervise another event group safely when absences occur.

### THE CENTRAL PRINCIPLE

Put qualified adults where they can teach safely and hold each coach accountable.

### SCHOOL QUESTION

How do we cover every event well with the staff we actually have?

### COACH'S NOTES

**SAMPLE PREVIEW**

## Area 2 - Practice Schedules

Practice Management | Coordinate many event groups, shared facilities, and changing weather into one purposeful plan.

### 2.1 Map real constraints

Account for daylight, weather, buses, shared fields, facilities, jobs, and coach availability.

### 2.2 Use a daily rhythm

Create a reliable sequence for check-in, warm-up, event work, conditioning, relay practice, and dismissal.

### 2.3 Plan every period

State the group, location, coach, equipment, teaching goal, and time for each segment.

### 2.4 Separate incompatible areas

Schedule throws, jumps, sprints, and distance work to prevent unsafe overlap.

### 2.5 Rotate limited facilities

Use a fair weekly plan for runways, pits, rings, track lanes, and weight rooms.

### 2.6 Match training to meets

Rehearse starts, exchanges, check-in, field-event timing, warm-ups, and competition routines.

### 2.7 Adjust by training day

Balance high-intensity, technical, recovery, and pre-meet work across the week.

### 2.8 Keep alternate plans

Maintain indoor, hallway, classroom, film, mobility, and shortened-practice options.

### 2.9 Post the schedule

Give athletes and coaches one visible plan before practice begins.

### 2.10 Review after practice

Record what was completed and carry unfinished priorities into the next plan.

#### THE CENTRAL PRINCIPLE

A good schedule turns limited space and time into safe, purposeful repetitions.

#### STAFF SCHOOL QUESTION

Does every athlete know where to be, what to do, and who is teaching?

#### COACH'S NOTES

**SAMPLE PREVIEW**