



# Event Organisation Guide Section 2: BMX Racing





# INTRODUCTION

## Welcome

Conducting an AusCycling standard event means making a commitment to safety, quality standards and regulations. This booklet is designed to help support BMX Racing event organisers and support consistent delivery standards of the key areas of operation, to ensure safe and fair events.

This booklet outlines recommended standards depending on the level of the event being conducted. In any areas of conflict or ambiguity the UCI, AusCycling Technical Regulations and series specific guides will supersede this guide.



# CONTENTS

## SECTION 1

### CATEGORIES OF RACES

- 07** Categories Of Races

## SECTION 3

### EVENT PLANNING

- 11** Event Schedule
- 12** Event Categories

## SECTION 5

### VENUE

- 21** Technical Installations
- 22** Operational Spaces
- 22** Track Preparation
- 23** Staging Area
- 23** Example Staging Area Set Up
- 23** Warm Up Area
- 24** Start Gate
- 24** Finish Line
- 25** Track Barrier
- 25** Expo / Vendor Area
- 26** Public Address Systems
- 26** Parking
- 27** Transponder System

## SECTION 7

### RIDER SERVICES

- 31** Rider Registration
- 31** Scoring
- 31** Minimum Standard
- 31** Ceremonies and Presentations
- 31** Technical Guide
- 31** Minimum Standard
- 31** Plates
- 32** Appendix 1 – Event Planning Timeframes

## SECTION 2

### SCHEDULING

- 09** Event Dates and Date Protection

## SECTION 4

### KEY PERSONNEL

- 14** Roles and Responsibilities of Event Commissaires/ Volunteers
- 17** Minimum Standards - Commissaires
- 19** Other Event Volunteers

## SECTION 6

### EVENT DELIVERY

- 29** Medical and First Aid
- 29** Anti-Doping
- 29** Equipment



SECTION 1

CATEGORIES OF RACES

AusCycling has developed the following event classifications. Each level has a varying requirement and expectation of their management. The following tables outline the levels of categories for all events at a domestic level that are sanctioned in Australia. These levels will be referred to within this document to specify specific standards that are required by AusCycling.



Level	Description	Features/Eligibility
Platinum	National Championships	Pinnacle Events on the National Calendar.  AusCycling Race Members with UCI ID
Gold	Major National Events	UCI Categorised Events (HC, C1), National Cup.  AusCycling Race Members
Silver	State/Territory Level Competition	State/Territory Series, State/Territory Championships  AusCycling Race Members
Bronze	Interclub Competition	Interclub competition  AusCycling Race Members, Day Race Membership, 14 day trial Race Members
Club	Club	Local intra-club competition No prize money  AusCycling Race Members, Day Race Membership, 14 day trial memberships

International level events are classified by the UCI. For more information on registering UCI events please see the [‘AusCycling Guide to International Events’](#).



SECTION 2

SCHEDULING AND SANCTIONING

To ensure the optimal coordination among events the following are scheduling requirements.



The specific requirements within this section are only applicable to BMX racing.

Event Dates and Date Protection

The following are the relevant date protection rules for BMX Racing:

Level	Event Code	Date Protection Details
International Competition	UCI	During any registered UCI events no ST or S event can be run in the same State/Territory.  During any registered UCI events no R or C event can take place in the same State/Territory.
National Championships (Platinum)	CN	During CN events no ST, S, or R event can take place anywhere in Australia.
National Cup (Gold)	NC	During NC events no ST or S event can take place in Australia.  During NC events no R event can take place in the same State/Territory.
State/Territory Championships (Silver)	ST	During ST designated events no S or R event can take place within the same State/Territory.
State/Territory Series (Silver)	S	During S designated event dates no R event can take place within the same State/Territory.
Interclub Events (Bronze)	R	During R designated event dates no other R or C event can be run within the same Region.
Club Events	C	No restrictions on Club Events.

An event day is considered to be the day on which racing takes place.

\*See the Bronze Host guide for further details on Regional Events.



**Sanctioning**

Type of Event	Level of Event	Event Code	Definition	Min	Sanctioning
International Competitions	UCI	CC HC C1	Continental Championships Hors Class Class 1	5	UCI
National Championships	Platinum Event	CN	Pinnacle National Event incorporating all States and Territories.	5	AusCycling
National Cup	Gold Event	NC	Series of National and State/Territory level Events	5	AusCycling
State/Territory Championships	Silver Event	ST	Pinnacle State/Territory event	5	AusCycling
State/Territory Series	Silver Event	S	Series of State/Territory level events	4	AusCycling
Regional Events	Bronze Event	R	An event involving multiple clubs and an open event that is not part of S, ST, NC, CN, CC, HC, C1 events	3	AusCycling
Club Events	Club Event	C	Generally promoted to riders from their primary club.	N/A	Automatic



SECTION 3

# EVENT PLANNING



## Event Schedule

The event schedule is developed by the Race Director, in conjunction with the organising club. The event schedule will include practice/warm up and racing for all competing categories. A disclaimer should always be placed on the event schedule, that it is subject to change. Change may occur as a due to number of entries received, inclement weather or local requirements. If a track requires [Advanced Rider Certification](#) the schedule should allow time for these to be conducted.

### Examples of Event Schedules

- 1. [One Day Program](#)
- 2. [Two Day Program](#)
- 3. [Morning Program](#)
- 4. [Evening Program](#)

### Event Categories

The event categories will be determined by either AusCycling or event organiser, in line with the following minimum standards.

Minimum Standard	
Level	Standard
Gold	All Series categories must be conducted as per AusCycling Regulations
Silver	All Series categories must be conducted as per AusCycling Regulations
Bronze/Club	Organiser may conduct the event as they prefer.

Resource: [AusCycling Junior Riding Up Policy](#)

### Notifications

Ensure notification of the local hospital and ambulance service of the event two weeks in advance of the first race day. Include: location, primary contact, venue entry point.



## SECTION 4

# KEY PERSONNEL





## Roles and Responsibilities of Event Commissaires/Volunteers

Role	Reports To	Responsibilities
President of the Commissaire Panel (PCP)	AusCycling / Event Organiser (in relation to the event, not the racing/competition)	<ul style="list-style-type: none"> <li>Leads the Commissaire panel and manages the other Commissaires.</li> <li>Operates from a position which permits a clear view of as much of the track as possible, to supervise the event with the assistance of the other Commissaires.</li> </ul>
PCP 2/3	PCP	<ul style="list-style-type: none"> <li>Assist the PCP in the completion of their duties.</li> <li>Act as the PCP representative when the PCP is not available.</li> <li>Follow any other direction provided by the PCP.</li> </ul>
Race Secretary	PCP / Race Director	<ul style="list-style-type: none"> <li>Registration and classification of all riders at the event.</li> <li>Processes and posts of the start lists.</li> <li>Processes of all results (both intermediate and final results).</li> <li>Maintains records of placings.</li> <li>Prepares draws following moto's and qualifiers.</li> <li>Communicates with PCP and Finish Line Commissaires to obtain correct results.</li> <li>Prepares final report of placings for PCP for sign off.</li> <li>Prepares any official written communication that may come from an event (e.g. written confirmation of infringements &amp; subsequent penalties).</li> </ul>
Registration Coordinator	Race Secretary	<ul style="list-style-type: none"> <li>Assist the Race Secretary with the registration and classification of all riders at the event.</li> <li>Checks for conformance with entry regulations with regards to riders' nominations.</li> <li>Establishing a list of entrants in each category</li> <li>Divides the total number of entrants in each category into motos and recording their names on the appropriate moto sheets.</li> </ul>
Registration Assistant	Registration Coordinator	<ul style="list-style-type: none"> <li>Assist the Registration Coordinator in the completion of their duties.</li> <li>Follow any other direction provided by the Registration Coordinator.</li> </ul>

Role	Reports To	Responsibilities
Scoring Coordinator	Race Secretary	<ul style="list-style-type: none"> <li>Sets up and maintains of the timing system</li> <li>Processes the results and ensuring they are posted to the correct medium / platform .</li> <li>Work under the responsibility and direction of the Race Secretary.</li> <li>Refers all requests for information or protests to the Rider Representative.</li> </ul>
Scoring Assistant	Scoring Coordinator	<ul style="list-style-type: none"> <li>Assists the Scoring Coordinator in the completion of their duties.</li> <li>Acts as the Scoring Coordinator when the Scoring Coordinator is not available.</li> <li>Follows any other direction provided by the Scoring Coordinator.</li> </ul>
Race Director	PCP	<ul style="list-style-type: none"> <li>Develop and maintains the Race Schedule.</li> <li>Assists in the appointment of all officials and volunteers, to ensure adequate personnel for the size of the event.</li> <li>Arranges for the equipment necessary to conduct a race.</li> <li>Confirms the presentation of trophies and other awards.</li> <li>Ensures the venue and services are appropriate and correctly arranged for a safe event (e.g. ambulance access).</li> </ul>
Assistant Race Director	Race Director	<ul style="list-style-type: none"> <li>Assist the Race Director in the completion of their duties.</li> <li>Act as the Race Director when the Race Director is not available.</li> <li>Follow any other direction provided by the Race Director.</li> </ul>
Technical Delegate	Event Organiser, PCP, Race Director	<ul style="list-style-type: none"> <li>Supervises the preparations and the technical aspects of the events.</li> <li>Conducts a track inspection and provide any recommendations to the event organiser for changes required to the track, before the event.</li> <li>Oversees and follows up with the event organiser in the lead up to the event, to ensure the recommendations have been implemented.</li> <li>Before the commencement of the event, carries out an inspection of the venue and track in conjunction with the PCP and the event organiser.</li> </ul>



Role	Reports To	Responsibilities
Technical Coordinator	Technical Delegate	<ul style="list-style-type: none"> <li>Assist the Technical Delegate in the completion of their duties.</li> <li>Act as the Technical Delegate when the Technical Delegate is not available.</li> <li>Follow any other direction provided by the Technical Delegate.</li> </ul>
Start Coordinator	PCP	<ul style="list-style-type: none"> <li>Controls and conducts the start of each race.</li> <li>The starter shall operate the starting gate, and perform such other actions as are necessary and appropriate to assure that each race has a safe and fair start.</li> <li>The starter may recommend to the PCP that a rider obstructing the starter from carrying out the duties be penalised.</li> </ul>
Assistant Starter	Start Coordinator	<ul style="list-style-type: none"> <li>Assist the Start Coordinator in the completion of their duties.</li> <li>Act as the Start Coordinator when the Start Coordinator is not available.</li> <li>Follow any other direction provided by the Start Coordinator.</li> </ul>
Staging Coordinator	PCP	<ul style="list-style-type: none"> <li>Stage riders according to the race schedule.</li> <li>Directing riders into the staging lanes.</li> <li>Ensure Riders' safety equipment is correct.</li> <li>Coordinate the Staging Assistant's to ensure a smooth transition between Primary and Secondary Staging Areas.</li> </ul>
Staging Assistant -Primary Staging Area	Staging Coordinator	<ul style="list-style-type: none"> <li>Assist the Staging Coordinator with staging riders according to the race schedule.</li> <li>Assist the Staging Coordinator with directing riders into the staging lanes.</li> <li>Announce age/category, riders name, then assigned gate position.</li> <li>Follow any other direction provided by the Staging Coordinator.</li> <li>For larger events, this role may be split with the first Staging Assistant calling the age/ category, and the second Staging Assistant calling the riders name and assigned gate position.</li> </ul>
Staging Assistant -Secondary Staging Area (Start Hill)	Staging Coordinator	<ul style="list-style-type: none"> <li>Checking that riders are in the correct start lane (according to the moto sheets) prior to the start of each race, by checking the riders' number, lane position and correct race.</li> <li>Checking if riders' safety equipment is correct.</li> <li>Follow any other direction provided by the Staging Coordinator.</li> </ul>

Role	Reports To	Responsibilities
Staging Assistant -Secondary Staging Area (Start Gate)	Staging Coordinator	<ul style="list-style-type: none"> <li>Rechecks that riders are in correct lane position according to the next race scheduled.</li> <li>Records &amp; reports "Did Not Starts (DNS)".</li> <li>Indicates readiness to Start Coordinator.</li> <li>Follow any other direction provided by the Staging Coordinator.</li> </ul>
Berm Official	PCP	<ul style="list-style-type: none"> <li>Berm Officials shall be responsible for monitoring the conduct of the riders on the track and for notifying other officials of conditions on the track which may warrant their attention.</li> <li>The PCP shall determine the number of berm Officials necessary for an event.</li> <li>Berm Officials shall be stationed along the track. Berm Officials shall make notes of any rule infringements or incidents that they witness.</li> <li>These notes shall be made available upon request by the president of the commissaires' panel.</li> </ul>
Riders Advocate	PCP	<ul style="list-style-type: none"> <li>Represents a rider in relation to appeals concerning procedural matters.</li> <li>All riders must approach the Riders Advocate to speak to officials on their behalf if they have an issue.</li> </ul>
Assistant Riders Advocate	Riders Advocate	<ul style="list-style-type: none"> <li>Assist the Riders Advocate in the completion of their duties.</li> <li>Act as the Riders Advocate when the Riders Advocate is not available.</li> <li>Follow any other direction provided by the Riders Advocate.</li> </ul>
Video Coordinator	PCP	<ul style="list-style-type: none"> <li>Controls and conducts the set up and running of the finish line camera.</li> <li>Reviews all photo finish results.</li> </ul>

#### Minimum Standard: Commissaires

##### Bronze Level Events

For Bronze level events it is recommended that the following event Commissaires are appointed:

- President of the Commissaire Panel (PCP)\*
- Race Secretary\*
- Race Director\*
- Start Commissaire Coordinator (Head Gate Starter)^
- Staging Commissaire Coordinator (Head Stager)^

\* must hold at minimum, an AusCycling Regional or BMXA State Commissaire accreditation.

^ must hold at minimum, an AusCycling or BMX Club Official accreditation.



## Silver, Gold and Platinum Level Events

For State/Territory (Silver level) and above (Gold and Platinum), it is recommended the following event officials are appointed.

Role	Event Size					
	<100 Riders	101-250 Riders	251-500 Riders	501-750 Riders	751-1000 Riders	1001+ Riders
PCP	✓	✓	✓	✓	✓	✓
PCP 2	✗	✓	✓	✓	✓	✓
PCP 3	✗	✗	✓	✓	✓	✓
Race Secretary	✓	✓	✓	✓	✓	✓
Race Director	✓	✓	✓	✓	✓	✓
Assistant Race Director	✗	✗	✗	✓	✓	✓
Technical Delegate	✓	✓	✓	✓	✓	✓
Technical Coordinator	✗	✗	✗	✓	✓	✓
Starter Coordinator	✓	✓	✓	✓	✓	✓
Assistant Starter	✓	✓	✓	✓	✓	✓
Assistant Starter	✗	✗	✗	✗	✓	✓
Berm Official	✓	✓	✓	✓	✓	✓
Berm Assistant	✓	✓	✓	✓	✓	✓
Berm Assistant	✓	✓	✓	✓	✓	✓
Registration Coordinator	✓	✓	✓	✓	✓	✓
Registration Assistant	✗	✗	✓	✓	✓	✓
Registration Assistant	✗	✗	✗	✗	✓	✓
Scoring Coordinator	✓	✓	✓	✓	✓	✓
Scoring Assistant	✗	✗	✗	✗	✗	✓
Staging Coordinator	✓	✓	✓	✓	✓	✓

Role	Event Size					
	<100 Riders	101-250 Riders	251-500 Riders	501-750 Riders	751-1000 Riders	1001+ Riders
Staging Assistant	✗	✓	✓	✓	✓	✓
Staging Assistant	✗	✗	✓	✓	✓	✓
Staging Assistant	✗	✗	✗	✓	✓	✓
Staging Assistant	✗	✗	✗	✗	✓	✓
Riders Advocate	✓	✓	✓	✓	✓	✓
Assistant Riders Advocate	✗	✗	✓	✓	✓	✓

## Other Event Volunteers

For all Event Levels, the Organiser should ensure there are an adequate number of volunteers (based on the size of the event) These may include:

- Track Management Crew
- Canteen Coordinators
- Parking Coordinators
- Announcer
- Video Coordinator roles where finish line cameras are available



SECTION 5

VENUE

The track design and construction will be approved by AusCycling and should be built in accordance with [AusCycling Guide for Venue Approvals and Homologation](#). Any design and track builder must be approved by AusCycling. In case construction has already begun before AusCycling approves the BMX track design, the club/venue owner must make any changes to the design and track required by AusCycling at their own expense.



Technical Installations

The purpose of this section is to set a minimum standard for the field of play within the sport of BMX Racing, as well as the basic facilities needed for a BMX Racing track. Certain major BMX events registered on the AusCycling Calendar may have different standards than the minimums listed below. These standards are found in the table below.

Event Level	Bronze	Silver	Gold & Platinum
Class Race	C, R	S, ST	NC, CN
Starting Hill Dimensions	<ul style="list-style-type: none"><li>Height: 2.5 – 5m</li><li>Width: 8m</li></ul>	<ul style="list-style-type: none"><li>Height: 2.5 – 5m</li><li>Width: 10m</li></ul>	<ul style="list-style-type: none"><li>Height: 2.5 – 8m</li><li>Width: 10m</li></ul>
Minimum Width of Track	<ul style="list-style-type: none"><li>1st straight: 8m</li><li>All other straights and corners: 5m</li></ul>	<ul style="list-style-type: none"><li>1st straight: 8m</li><li>First corner: 6m</li><li>All other straights and corners: 5m</li></ul>	<ul style="list-style-type: none"><li>1st straight: 8m</li><li>First corner: 6m</li><li>All other straights and corners: 5m</li></ul>
Surface Material of Turns and Finish Area	Dirt compacted with no loose rocks. Asphalt or Concrete	Dirt compacted with no loose rocks. Asphalt or Concrete	Dirt compacted with no loose rocks. Asphalt or Concrete
Starting Hill and Gate	Dirt compacted with no loose rocks, asphalt or concrete	Asphalt or Concrete Electronic Barrel gate Best Practice Covered Starting Gate Roof covering starting gate	Asphalt or Concrete Electronic Barrel gate Covered Starting Gate
Surface Material of the track	Dirt compacted with no loose rocks.	Dirt compacted with a sealed top surface.	Dirt compacted with a sealed top surface.
Length of Track	300m – 400m	300m – 400m	300m – 400m



## Operational Spaces

The following are key operational spaces required by event level.

Operational Space	Bronze	Silver	Gold & Platinum
Administration Office	N/A	Yes (joint office sufficient) Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.	Yes (joint office sufficient, depending on size of event) Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.
Media Office	N/A		
Officials Office	N/A		Yes Minimum 3m x 6m Requires tables & chairs.
Registration Office	Yes (joint office sufficient) Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.	Yes (joint office sufficient) Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.	Yes Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.
Scoring Office			
Video Room	N/A		Yes (joint office sufficient, depending on size of event) Minimum 3m x 6m Requires sufficient power, internet access, tables & chairs.
First Aid Tent/Office	Yes Can be a clubroom or minimum 3m x 6m marquee with sides. Needs to be easily accessible from the track and for ambulance access.		
Anti-Doping Testing Area	N/A	Yes A lockable toilet to house 2 persons (i.e. accessible toilet). An additional lockable room, with 1 table, 8 chairs, fridge and 24 bottles of water. For Silver events, only if pre-notified by Sport Integrity Australia.	

**Please Note:** Offices may be spaces such as club rooms/permanent, temporary buildings, marquees (with sides) or similar (e.g scoring van).

## Track Preparation (Venue and Track Maintenance)

Below are some examples of pre-event maintenance that should be implemented by the event organiser or the host club (dependant on the event) prior to the BMX event:

- Venue:
  - Clean up of the spectator areas, including sweeping / washing away of debris and rubbish clean-up.
  - Cutting grass, including removal of grass clippings.
  - In dirt areas, drainage of puddles, measures taken to eliminate accumulation of mud in case of rain in rider areas.
- BMX Track:
  - Cutting grass on the back sides of the corners, and along the edges of the jumps (if applicable) and removal of grass clippings.
  - Clean-up of debris and rubbish.

- Removal of any objects that could represent a safety hazard within the track infield, paying particular attention to the areas between the straights, and back sides of corners (or procurement of adequate, tidy-looking padding for any objects that can't be removed).
- Maintenance of the track surface to ensure that it is smooth and hard, without loose gravel or rocks and that any top layer such as soil-tech or 'slurry' is repaired and fully cured.
- Cleaning dust / dirt out off corners and from the start hill Repair of any significant cracks or holes in the corners.
- Repainting of track boundary lines.

**Please Note:** No major track changes are permitted within 4 weeks of an event unless authorised by a Regional Technical Delegate.

Minimum Standard: Track Crew	
Level	Number of Members of the Track Crew
Bronze	1-2
Silver, Gold, Platinum	2-3

## Staging Area

The event organiser (dependant on the event level) must provide a staging area that is covered and located near the start hill. This area should have space for 8 lanes for riders.  
The staging area must have a PA System which is separate to the rest of the venue.

An example of the Staging Area set up is below:

- Pen 1 – 10mx10m
- Pen 2 – 10mx10m (offset access between pens)
- Chutes – 3 x 12m long, covered by 2 6mx3m tents

## Warm Up Area

The event organiser (dependant on the event level) must provide a suitable warm-up/ cool down area away from any cars or spectators. Surface should be firm with no loose debris.

Minimum Standard: Warm Up Area	
Level	Size of Warm Up Area
Silver, Gold, Platinum	<ul style="list-style-type: none"> <li>Allocated warm up / cool down area.</li> <li>Recommended 40m x 40m area.</li> <li>Surface should be firm with no loose debris.</li> </ul>



Start Gate

Host tracks should have UCI ‘Random Start Mechanism’ including air compressors and tanks as needed to operate the starting gate; back-up RAM and compressor for gate. The electronically controlled gate must be outfitted with a system of appropriately coloured starting lights located to be clearly visible from all starting lanes without disadvantage to any rider who is in the “riders ready” position.

It is recommended that

- The gate is serviced and in good working order. For any silver level event and above it is best practice to arrange spares with a buddy club.
- Transponder loops and decoders are tested and in good working order.
- Key to access switchboards for tripped circuits or a portable generator.

Minimum Standard: Start Gate

Minimum Standard	Start Gate
Platinum / Gold / Silver (State/Territory Championships)	UCI ‘Random Start Mechanism’ including air compressors and tanks as needed to operate the starting gate; back-up RAM and compressor for gate. The electronically controlled gate must be outfitted with a system of appropriately coloured starting lights located to be clearly visible from all starting lanes without disadvantage to any rider who is in the “riders ready” position.
Silver (State/ Territory Series)	UCI ‘Random Start Mechanism’ including air compressors and tanks as needed to operate the starting gate; back-up RAM and compressor for gate. The electronically controlled gate must be outfitted with a system of appropriately coloured starting lights located to be clearly visible from all starting lanes without disadvantage to any rider who is in the “riders ready” position.
Bronze	UCI ‘Random Start Mechanism’ including air compressors and tanks as needed to operate the starting gate; back-up RAM and compressor for gate. The electronically controlled gate must be outfitted with a system of appropriately coloured starting lights located to be clearly visible from all starting lanes without disadvantage to any rider who is in the “riders ready” position.

Finish Line

The finish line must be clearly defined and provide a high level of contrast with the track surface. It should be centred under the finish arch, if a finish arch is required. The finish arch is usually a scaffolding structure with 2 legs (one on either side of the finish line), and a cross brace where the finish banner and camera are mounted.

The area following the finish line is critical. The surface directly after the finish line of the braking area should be a high traction surface such as asphalt so that the riders are able to brake effectively after crossing the finish line. Barriers should be placed past the finish line to protect riders and spectators crossing the finish area

Minimum Standard: Finish Line

Level	Standard: Finish Line
Platinum / Gold	Finish Arch to UCI standard, Camera, Transponder loop
Silver (State/ Territory / Championships)	Camera, Transponder loop
Silver (State/ Territory Series)	Transponder loop

Track Barrier

The event organiser or the host club (dependant on the event level) is to ensure that a barrier should be in place all around the track to keep spectators off the track. The barrier must be 2m from the edge of the racing line. The track may have a permanent barrier in place, or crowd control barriers or bunting may be temporarily installed for an event.

Exhibition/Vendor Area

The Exhibition /Vendor Area is planned and marketed by the Organiser and an excellent platform for fan engagement on-site.

Minimum Standard: Expo / Vendor Area

Level	Standard
Platinum	Must have an Exhibition /Vendor Area provided for the event.
Gold / Silver (State/Territory Championships)	Recommended to have an Exhibition /Vendor Area provided for the event.
Silver (State/ Territory Series) / Bronze	May have an Exhibition /Vendor Area for the event, but is up to the event organiser’s discretion.



## Public Address Systems

A public address (PA) system helps to ensure that the spectators and riders are able to enjoy the event. Loudspeaker positions must be planned so that noise levels are low around the timing office, TV office and the any near by housing start hill. The main focus should be on the spectator areas.

Preferably, the sound system shall not be projected directly at the start gate, the riders need to be able to listen to the voice command from the start. However, the remaining infield/track should be covered though at lower volume than the spectator areas, since riders prefer to hear announcing/music.

It is also important to ensure that the sound system is of an adequate size and quality to entertain the spectators all around the track and if possible, in the team / vendors area.

Power will be required to operate the PA Systems, and event organisers should be mindful of music filters if live streaming, to prevent copyright infringements on live feeds.

Minimum Standard: PA System	
Level	Standard
Platinum / Gold / Silver	Must have a PA system that can be heard clearly through all parts of the venue. It should be able to appropriately manage both commentary and music. Must also have a separate PA system in the staging area.
Bronze	Recommended to have a PA system that can be heard clearly through all parts of the venue.

## Parking

Providing sufficient parking is critical to any successful event.

Event organisers should provide at least one (1) parking spot for each participant, along with ensuring there are accessible parking spaces available.

## Toilets

See Section 1: [AusCycling Event Organisers Guide](#)

## Transponder System

The event organiser (dependant on the event) must ensure there is sufficient power (240v) located at the start gate and finish line to accommodate the transponder system.

It is important to check connections for corrosion and cable continuity ahead of each event, to ensure start hill signal is received.



## SECTION 6

## EVENT DELIVERY

**Medical and First Aid**

First Aid and appropriate medical coverage is an essential part of any BMX Racing event. Medical will be supplied by a dedicated team of appropriately qualified individuals with the appropriate medical equipment.

**Minimum Standard**

First aid must include a minimum of two (2) dedicated first aid provider (HLTAID003/HLTAID011 or above) for events up to 500 participants (riders, officials & spectators), with an additional 2 dedicated first aid staff for every additional 500 participants (includes all individuals onsite: volunteers, exhibitors, riders and spectators).

At least one (1) first aid provider must be on track at all times. Racing or training must not continue if a dedicated first aid provider is not available.

**Minimum Standard**

For State/Territory (Silver level) and above (Gold and Platinum) it is required that at least one of the first aid staff has a qualification of a Diploma of Paramedic Science or above.

Any medical supplier may be used provided they provide sufficient coverage and it is recommended that they have experience in BMX racing. It is important to double check if they will be providing necessary equipment and what the event organiser may need to provide. Also important to cater for any potential delays during racing when booking, to ensure there is adequate coverage until the conclusion of the event.

**Anti-Doping**

For all Platinum and Gold events a lockable toilet large enough to house 2 persons (i.e. disabled toilet) for use by Sport Integrity Australia ('SIA') or its authorised representatives, and an additional room for purposes of conducting doping control tests including 1 table, 8 chairs, 1 lockable fridge and 24 bottles of water. This area must be lockable. In the case of Silver events Sport Integrity Australia may request this from the organiser who will be responsible for the associated costs.

**Equipment**

The below is some of the equipment organisers may need to consider for your event:

- Crowd Control Barriers
- Staging and finish line barriers
- Radios (track flags for back up)
- Printer (ink & paper)
- Clipboards
- PA system
- Track Maintenance Equipment (brooms, blowers, surface/glue)
- Generators
- Spill Kit
- Tarpaulin
- Finish line camera



SECTION 7

RIDER SERVICES



Event entry

Event entry is an essential service of any successful event to enable the confirmation of race categories, prizing, schedule and rider eligibility.

**Minimum Standard**  
All Bronze Level and Above events must use an AusCycling approved entry system.  
Club: No event entry requirements

Rider Registration

All riders are required to attend the Event Registration (sign on) for the event. If using the Sqorz system for scoring the event all riders must take their bikes to the transponder checking station to register for the event. Parents, guardians must scan Sprocket/Mini Wheeler membership at the transponder checking station. It is the responsibility of the rider/parent/guardian to check all details are correct at the transponder checking station.

Scoring

The scoring and results from an event are critical to the conduct of a BMX Racing event. A number of systems are available to assist with this function. Some scoring system options include (but are not limited to): BEM, Bscord and Sqorz.

Minimum Standard	
Level	Standard
Platinum / Gold / Silver	Must have live online scoring
Bronze	N/A

Ceremonies and Presentations

- The ceremony area can vary dramatically based on the level of the event. Some considerations for any organiser.
- The ceremony platform must be large enough to accommodate the riders, officials, partners, and master of ceremonies.
  - The organiser may choose to put up a backdrop in place behind podium. This can be used to advertise any event partners.

Technical Guide

- A Technical Guide outlines key information about the event including (but not limited to):
- Event Specific Regulations
  - Key Contacts
  - Prizing
  - Categories
  - Registration Information

Resource: [AusCycling BMX Racing Technical Guide Template](#)

**Minimum Standard**  
All Bronze Level events and above require a Technical Guide

Plates

For all BMX events, riders must have a race plate on their bike, that corresponds with the below colour combinations:

Plate	Number Colour	Applicable Categories
White	Black	Elite, Superclass (where the rider has an International Elite Number)
Black	White	Junior Elite
Yellow	Black	Superclass (male only) Junior Superclass (male only) 20" (male only) Masters (male only)
Blue	White	Superclass (female only) Junior Superclass (female only) 20" (female only) Masters (female using 20")
Red	White	Cruiser (male and female) Masters (female using cruiser)
Green	White	Novice (Participation)
Orange	Black	Sprocket (Participation)
Purple	White	Mini Wheeler (Participation)

Resource: [BMX Plate Guide](#)



All riders must have a number on their race plate, that corresponds to the number under their entry into the event. It is recommended that riders choose a number between 9-999.

The only riders who will be entitled to race with a racing number between 1-8 (inclusive) will be those riders that placed in the preceding Championships (listed in below table) with the use of the above letters immediately after the number except World plates that will have the prefix W.

Prefix/Suffix	Example	Title
W	W1	World
A	1A	Australia
ACT	1ACT	Australian Capital Territory
N	1N	New South Wales
NT	1NT	Northern Territory
Q	1Q	Queensland
SA	1SA	South Australia
T	1T	Tasmania
V	1V	Victoria
WA	1WA	Western Australia

For more information on race plates, please refer to the [AusCycling Technical Regulations: BMX](#).

### Recommended Event Planning Timeframes

Task	Timeline	Bronze Event	Silver Event	Gold / Platinum Event
Technical Guide drafted for approval	12 weeks out		✓	✓
Sponsorship Finalised	12 weeks out		✓	✓
First Aid Booked	12 weeks out		✓	✓
Trophies/Awards Organised	12 weeks out		✓	✓
Key Officials Appointed	12 weeks out		✓	✓
Technical Guide approved	10 weeks out		✓	✓
Technical Guide released	10 weeks out		✓	✓
Online Entry (EntryBoss) Set Up	10 weeks out		✓	✓
Event Date Confirmed	8 weeks out	✓		
Entry Categories Confirmed	8 weeks out	✓		
Entry Fees Confirmed	8 weeks out	✓		
Technical Guide drafted for approval	6 weeks out	✓		
First Aid Booked	6 weeks out	✓		
Key Officials Appointed	6 weeks out	✓		
Technical Guide approved	4 weeks out	✓		
Technical Guide released	4 weeks out	✓		
Remaining Officials Appointed	4 weeks out	✓	✓	✓
Volunteers Allocated	4 weeks out		✓	✓
Track Prepared	4 weeks out		✓	✓
Canteen Organised	4 weeks out		✓	✓
Equipment Checked	4 weeks out		✓	✓
Trophies/Awards Finalised	4 weeks out		✓	✓
Administration Organised	4 weeks out		✓	✓
Volunteers Allocated	2 weeks out	✓		
Track Prepared	2 weeks out	✓		
Canteen Organised	2 weeks out	✓		

Task	Timeline	Bronze Event	Silver Event	Gold / Platinum Event
Equipment Checked	2 weeks out	✓		
Administration Organised	2 weeks out	✓		
Notification of local hospital and ambulance service	2 weeks out	✓	✓	✓
Track Ready and Inspected	Day of	✓	✓	✓
Track Maintenance Team Ready	Day of		✓	✓
Canteen Ready	Day of	✓	✓	✓
Toilets Open and Stocked	Day of	✓	✓	✓
Officials Organised and Ready	Day of	✓	✓	✓
Gate Set Up and Checked	Day of	✓	✓	✓
Scoring Set Up and Ready	Day of		✓	✓
Finish Line Marked	Day of	✓	✓	✓
First Aid Ready	Day of	✓	✓	✓
Registration (Sign-On) Open	Day of		✓	✓

- Other Resources
- [AusCycling Technical Regulations and Policies](#)
  - [AusCycling Organiser Resources](#)
  - [UCI BMX Track Guide](#)



# LET'S RIDE **TOGETHER**



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BMX**

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