



Pre-Season Equipment Checklist

Take the stress out of last-minute orders by using this checklist to make sure your program is ready for the upcoming season.

Pole Vault & High Jump Pits

- Inspect top pad condition for tears, broken clips, or loose Velcro
- Inspect foam integrity - is it firm, or does it feel broken down/soft?
- Verify base units aren't cracked, water-logged, or sagging
- Ensure weather cover is UV-resistant and not brittle
- Ensure pit is stored off the ground when not in use (to prevent rot/mold)
- Review standards including offsets/extendors for alignment and stability
- Check box collar(s) - no cracks, gaps, or missing sections
- Inspect all zippers/fasteners for function
- Confirm pit cart or dolly is available and functional for moving
- Keep box pump available for rainy days
- Inventory extra crossbars (since they're easily broken at meets)

Vaulting Poles

- Confirm full inventory by length & weight
- Inspect pole tips (plugs) - are they cracked, loose, or missing?
- Inspect grip tape condition and re-tape worn grips before the season starts
- Make sure pole labels/weight ratings are visible and not rubbed off
- Verify pole bag/tube/case(s) are intact for transport and storage
- Confirm storage racks keep poles off the ground and protected from weather
- Label poles with school/team name to avoid confusion at meets

Throwing Equipment

- Inspect shots for flat spots, cracks, or peeling paint (weight must be accurate)
- Inspect discus rims and edges for chips, cracks, or warped plates
- Inspect javelins for straightness, secure grip, and no cracks in shaft or tip
- Inspect hammers for secure wire, handle, and check cage net for wear (safety-critical)
- Confirm implements are competition-legal for weight/size per NFHS/NCAA/NAIA/etc. rules
- Verify you have multiple weights (HS boys/girls JV/Varsity, youth or college sizing) for training/meets
- Inventory training implements (rubber shots, indoor weights, overweight and underweight discs)
- Check carriers, bags, and carts - do they protect implements and are they easy to move?
- Confirm measuring tapes are long enough for competition distances
- Ensure sector markers, cones, and foul boards are in good condition and visible
- Inspect throwing circles and cages - free of cracks, stable cage nets

Hurdles

- Inspect crossbars for cracks, chips, or bent fiberglass/plastic
- Check risers/legs - ensure they're straight and not bent inward/outward
- Confirm adjustable height mechanism locks securely at all marks (30", 33", 36", 39", 42")
- Verify counterweights (if using) are present and calibrated for correct tipping balance
- Inspect rubber end caps/feet - replace if worn to protect the track surface
- Test spring/hinge function - hurdles should return smoothly to upright position
- Inspect bolts and frames for rust or corrosion
- Inventory spare crossbars, bolts, and caps for quick replacement
- Inspect hurdle cart/wheels to ensure they roll straight, without wobble, and can safely carry a full set

Starting Blocks

- Do you have enough blocks per lane for practice & meets?
- Inspect pedal padding - is it worn, peeling, or too slick?
- Check pedal angle adjustment - does it lock firmly in place?
- Confirm spikes are sharp and secure for traction on your track surface
- Test blocks on your actual track surface to ensure compatibility
- Inventory block carts or carriers to confirm they can move all blocks quickly at meets
- Keep a set of spare spikes, bolts, and wrenches on hand for emergency repairs
- Mark blocks with school/team ID to prevent mix-ups if you take them on the road

Long Jump / Triple Jump

- Inspect takeoff boards for cracks, loose edges, or fading paint/marks
- Verify plasticine/foul boards (if used) are intact and seated properly
- Confirm runway surface is clean, free of cracks, and clearly marked
- Check measuring tapes for accuracy (must reach pit length)
- Inspect wind gauge (needed for official marks/records)
- Ensure sand pit is level, raked, and free of rocks or debris
- Inventory rakes and brooms for grooming pit after jumping
- Stock shovels in case sand needs refilling or leveling
- Verify pit edging/curbs are safe, secure, and not protruding
- Check safety zones around runway and pit are clear of obstacles

Relays

- Inventory batons (enough for practice + extras for meets)
- Inspect batons for legal size/weight
- Have a set of marked batons for practice (to avoid losing competition batons)
- Verify relay exchange zones are clearly painted/marked on track
- Stock chalk or tape for marking steps in exchange zones (if allowed)
- Keep a spare baton in coaches' bag for emergencies
- Ensure athletes know spike length rules for host facilities (to avoid DQ in relays)

Training Essentials

- Inspect plyo boxes for sturdiness and wear
- Check agility ladders (no frayed straps or missing rungs)
- Inventory mini hurdles/wickets for drills
- Verify cones, dome markers, and field markers are visible and intact
- Inspect sleds, harnesses, and resistance bands/tubing (check for cracks, tears, or rust)
- Check weighted vests, parachutes, and overspeed trainers for secure straps
- Inspect medicine balls, slam balls, and wall balls for leaks or broken seams
- Confirm foam rollers, massage sticks, and recovery tools are in good condition
- Check spike brushes, wrenches, and replacement spikes for athletes
- Ensure you have hydration gear (water coolers, bottles, carriers) for practices and meets

EZ-Ups

- Inspect canopy fabric for rips, holes, or UV damage
- Check frame joints and legs for bending, rust, or loose pins
- Verify telescoping legs extend smoothly and lock securely
- Confirm stakes, ropes, or sandbags/weights are available for windy days
- Inspect sidewalls or back panels (for shade, wind block, or rain protection)
- Inventory team branding banners/flags for visibility at meets
- Check carry bags/cases for tears and working zippers/wheels
- Ensure there are enough tents for full team coverage at large meets (distance, jumps, throws, etc.).
- Consider a designated tent for trainers/first aid if space allows

Coaches' Corner

- Stopwatches/timers - enough for all assistants to cover different training groups
- Whistles & lanyards - spares always on hand (they get lost often)
- Clipboards, pens, and notebooks - for training logs, lineups, and meet notes
- Measuring wheels & long tape measures - for marking practice distances and checking field event marks
- Megaphone or bullhorn - to manage large practice groups and noisy meet environments
- Practice cones/dome markers - dedicated coach set for organizing drills quickly
- First aid & emergency kit - tape, wraps, scissors, ice packs, gloves, hand sanitizer
- Sun protection gear - wide-brim hats, umbrellas, sunscreen for long days outdoors
- Portable chair/stool - for meet days when events run long
- Organizer bag/backpack - to keep whistles, timers, markers, and small essentials in one place
- Inventory extra batteries and chargers for timers, bullhorns, and meet electronics
- Weather gear - poncho, jacket, or blanket for unexpected cold/rainy meets

Meet Management

- Hip numbers & bibs
- Batons (extras)
- Lap counter & bell
- Starter's pistol or e-gun & blanks
- Officials' flags, pennant string, stanchions
- Wind gauge for sprints/jumps
- Measuring tapes (long enough for throws/jumps)

Pro Tip: Hosting a meet involves many moving pieces. This is just a starter list. For a complete Meet Director's Guide (with detailed checklists, templates, and event-flow tips), keep an eye on OnTrackAndField.com - we'll be adding it soon!

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