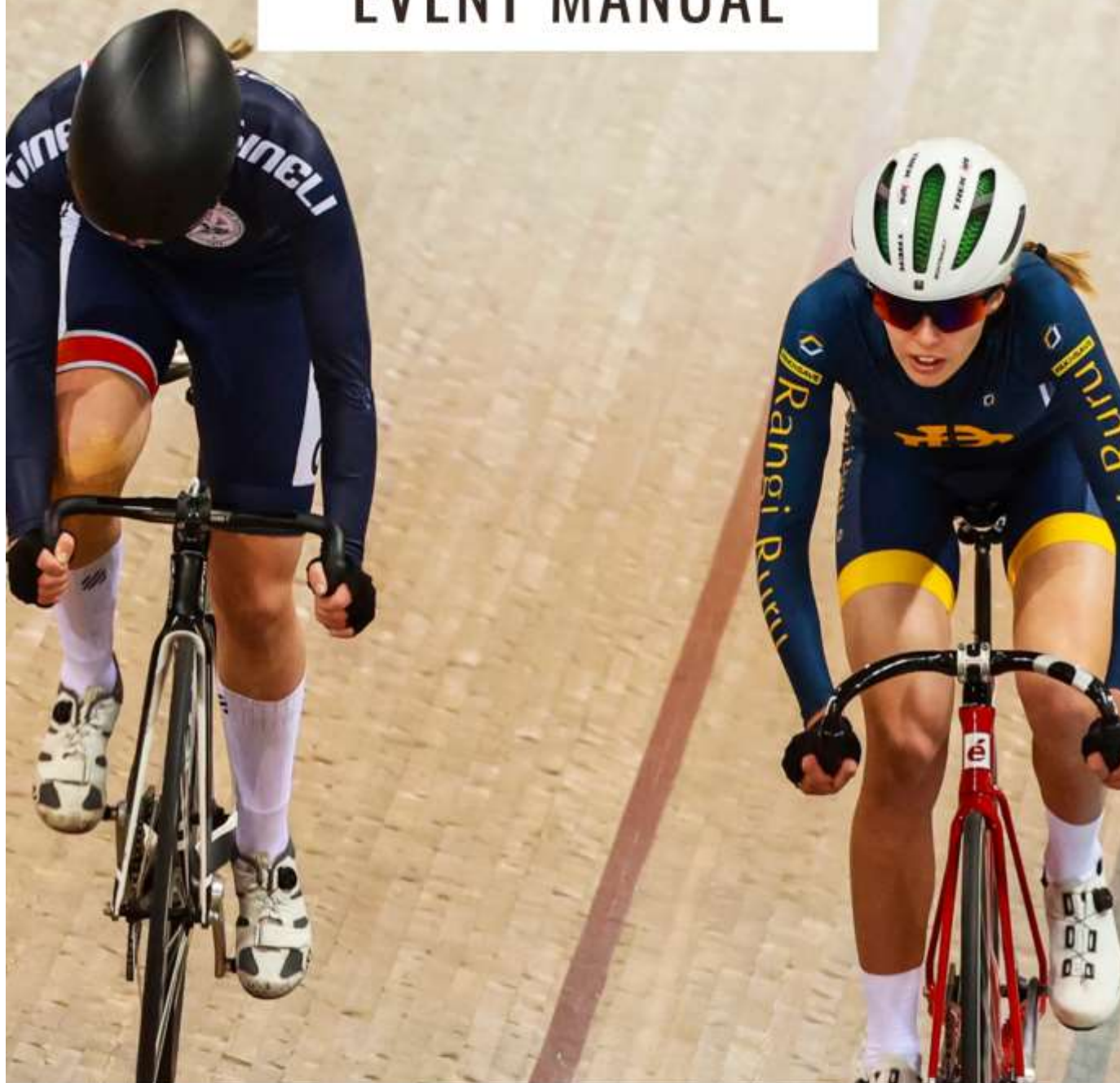


# EVENT MANUAL



**NORTH ISLAND TRACK  
CHAMPIONSHIPS**

**GRASSROOTS TRUST VELODROME  
9-10 JULY 2024**

## WELCOME

On behalf of CNZ Schools and Cycling New Zealand it's our pleasure to welcome riders, team managers, coaches, officials and supporters to the 2024 North Island School Track Championships at the Grassroots Trust Velodrome in Cambridge. We look forward to a great event and hope you have an enjoyable time during the Championships.

This manual provides useful information for all riders, team members and officials.

## KEY CONTACTS

EVENT MANAGER:	Steff Holcroft	027 855 7676
PCP (CHIEF COMMISSAIRE):	Brendan Patterson	021 335 029

## EVENT SCHEDULE

### Location: Grassroots Trust Velodrome, Cambridge

Monday 8<sup>th</sup> July 2024

4.00pm: Confirmation of Starters/Race Pack pick up in Velo Lounge 1  
4.00pm: Velodrome opens for set up  
5.00pm: Team Managers Meeting in Velo Lounge 1

Tuesday 9<sup>th</sup> July 2024

7.00am: Velodrome opens  
8.00am: Warm up for morning session  
9.00am: Racing starts – omnium events  
1.30pm – 2.30pm: Break  
2.30pm: Warm up for afternoon session  
3.30pm: Racing continues – omnium events  
6.45pm: Presentations – omnium events (approx depending on entry numbers)

Wednesday 10<sup>th</sup> July 2024

7.00am: Velodrome opens  
8.00am: Warm up starts  
9.00am: Racing starts – team events  
2.30pm: Presentations – team events (approx depending on entry numbers)

## EVENT PROGRAMME

The updated programme is on the event website [here](#). Please note that this is subject to change after Confirmation of Starters and the timings are all estimates dependent on entry numbers.

## RACE PACKS/ CONFIRMATION OF STARTERS

Race packs (venue accreditation, race numbers and safety pins) will be issued in bulk to one school representative only. They will be required to sign their school packs out and it is their responsibility to distribute the race numbers and other items to their riders. Please do not request individual rider pickups. Race Pack Collection will be held from 4pm on Monday 8th July in Velo 1, Level 2 of the Velodrome.

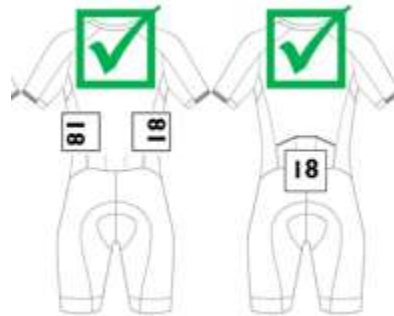
## TEAM MANAGERS MEETING

A Managers meeting will be held at 5pm on Monday 8<sup>th</sup> July in Velo 1, Level 2 of the Velodrome. This is compulsory for all Team Managers (or alternative representative) to attend. A sign in sheet will be in place. A final safety briefing and race information will be communicated at this meeting.

## RACE NUMBERS

All riders are issued with two race numbers. Riders shall wear two body numbers except for Team Pursuit & Team Sprint, where one number shall be worn. Numbers must be placed on either side of the lower back of the top on a 90 degree angle as shown below.

### Correct Number Placement



## COMPOSITE TEAMS

A composite team is where a school has insufficient riders to enter a full team in a team event and includes riders from other schools to make up the number required. Composite teams are accepted however are not eligible for medals or points, but will instead receive a certificate and will still be recognised on the podium with the full school teams.

For full details on composite teams please read the Schools Cycling Rules – Section 11, Appendix 3 - [here](#).

All riders wishing to be considered for a composite team must already be entered into the event via their school for an individual event. Schools may pre-arrange their own composite team with other eligible schools/riders OR submit their riders into the Pool through the forms below:

- Click [here](#) to register your interest to be considered for a composite team sprint team
- Click [here](#) to register your interest to be considered for a composite team pursuit team

\*Being accepted into a composite team is subject to other riders also being available.

For all pre-arranged composite team entries, one school needs to enter the team in Enter Now, making sure to name all schools involved and state the team name is “COMPOSITE”

**The final opportunities to enter a composite team is at the Race Pack Pick up/Confirmation of Starters and there will be a sheet on the whiteboard in the infield on Tuesday for any final expressions of interest to be considered for a team. Invoices will be sent to schools/riders post event.**

## **TEAM EVENTS**

For full details on Team events, please read the Schools Cycling Rules, 4.9 – 4.14 – [here](#).

A rider may only ride in one age group and in one team per team event. In accordance with Rules 2.15, 4.9, 4.10, and 4.11, schools can submit a written application to the organisers to allow a rider to be part of a second team if the school has no alternative riders in that age group.

## **TEAM SPRINT**

To bring rules in line with the Cycling New Zealand R&T Regulations, Year 7&8 and Junior (U16) boys and girls teams will race over 500m (2 riders), and Senior (U20) boys and girls teams will race over 750m (3 riders)

## **TEAM PURSUIT**

Teams may start with 3 or 4 riders, with times recorded on the 3<sup>rd</sup> rider's wheel.

## **SCHOOL AFFILIATION AND ENTRY FEES**

All School Affiliation fees and Event Entry fees must be paid before riders are permitted to start the event. Please ensure you check with your school to ensure affiliation and payment has been made.

## **VENUE ACCESS**

The velodrome infield will be open for set up through the main entrance from **4.00pm on Monday, and 7am Tuesday and Wednesday**. Team officials and riders will be issued access wristbands at the Managers meeting. Access to the infield will be controlled and access will only be permitted for persons with access wristbands only. Please ensure your wristband is clearly visible when you are entering the venue. All other supporters must watch from the stands.

## **HANDLERS**

Schools may appoint a maximum of 1 handler per 5 riders to assist with holding and management of the team. Handlers will be issued with an access wristband to get into the infield.

## **TRACK ACCESS**

To help with the flow of the event, please ensure riders enter the track from the back straight except for Keirin riders and 515m Scratch riders who must draw positions and enter from the front straight.

## **TRACK START GATES**

The standing 250m and team events will use the track start gates. If a rider is not confident to start from the track start gate the option to start from a held start may be requested, however we strongly encourage all riders to practice starting from the track start gates.

## **SPECTATORS**

All sessions are free for spectators to come and watch from up in the stands.

## **WARM UP SESSIONS**

There will be a warm up sessions on Tuesday and Wednesday (times in the programme). Approximately 10 mins prior to the scheduled session start time, a Commissaire will blow a whistle for the riders to exit the track. Please adhere to the instructions of the Commissaires at all times. Please use the back straight for entry onto the track during the warm up, which will be controlled by a Commissaire to monitor numbers.

## **INFIELD GYM**

Please note that the infield gym will be closed to all riders during event times.

## **PARKING**

Parking is available in the venue carpark, in the paddock behind the Velodrome access to both from Gate 2 or in the parks along Hanlin Rd. Please do not block in any gates or driveways. Parking in Gate 1 is for staff and tenants only. The venue accepts no liability for any damage to any vehicles parked in or otherwise using the car parking area.

## **SCHOOL PIT AREAS**

Schools will have a designated pit area in the infield. The pit includes chairs. Schools will need to supply their own tables. Bike Racks are available to be shared by all schools.

- Please ensure the walkways are kept free of equipment to allow un-impeded access at all times.
- There is to be no riding of bikes in the pit area.
- No glass on the infield.
- Please use the rubbish and recycling bins provided, and keep your pit area tidy.

## **TRACK ACCREDITATION**

All riders are required to be accredited to the Velodrome to confirm participation. To book an accreditation session, please contact [Craig.Rodger@velodrome.nz](mailto:Craig.Rodger@velodrome.nz).

## **BIKE HIRE**

There are a limited number of bikes available to hire from the Velodrome. Bike hire is for the entirety of the event, bikes are not shared. To book a hire bike please contact [Craig.Rodger@velodrome.nz](mailto:Craig.Rodger@velodrome.nz).

## **RULES**

The event is endorsed by School Sport New Zealand and is run under [Cycling New Zealand Schools Rules](#).

## GEARING

See [Cycling New Zealand Schools Rules](#) for full details.

Individual events:

Year 7&8, U13, U14, U15, U16 & U17 – 7.00 metres max roll out

U20 - no maximum gearing will apply

Team events:

Year 7&8, U16 & U20 – 7.00m max roll out

## UNIFORMS

School uniform must be worn. See [Cycling New Zealand Schools Rules](#) for more on Uniform Rules.

Ensure you are compliant before you arrive at the event to avoid any unnecessary stress.

## RESULTS

Provisional results will be posted on the Results board in the infield and available online under “Results” [here](#). Please note these are provisional and any **queries are to be made by the Team Manager only** directly to the Chief Commissaire.

Any Protests are to be submitted in writing (see form at back of manual) and will be reviewed by the Disputes Panel. The Disputes Panel is made up of the Event Manager, Technical Delegate, Chief Commissaire, Chief Judge and the Timing Manager. Final results will be posted to the event website [here](#) as soon as possible after the event.

## POINTS SYSTEM

Individual events will be run as ‘Omnium style’. Riders will be awarded Omnium points for placings in each event. Medals will be awarded to the top 3 overall in each age group.

In the case where two or more riders are equal at the conclusion of the event, the winner will be determined on the highest placing in the final race.

Any rider failing to attempt to start in one of the events shall not be allowed to take part in the subsequent events but shall be considered to have abandoned the competition. He/she shall therefore figure last in the final classification with the provision “DNF” (did not finish). Any points already accumulated are not re-allocated.

Any rider not finishing any race due to a valid mishap, not being able to return to the track during the final kilometer (where relevant), or being withdrawn by a commissaire will be allocated the next available ranking (and points) and the number of riders remaining on the track at this moment.

PLACE	POINTS	PLACE	POINTS
1st	40	11th	20
2nd	38	12th	18
3rd	36	13th	16
4th	34	14th	14

5th	32	15th	12
6th	30	16th	10
7th	28	17th	8
8th	26	18th	6
9th	24	19th	4
10th	22	20th	2
		21 <sup>st</sup> onwards	1

Two ‘Top School’ trophies will be awarded at the end of the event:

- School teams which have the highest aggregate points across all nominated events from their Year 9 – 13 riders.
- School teams which have the highest aggregate points across all nominated events from their Year 7 -8 riders.

In the case where two or more schools are equal with the highest points at the conclusion of the event, the winner will be determined from a count back on the number of 1st placings (highest is the winner) and if still a tie, the results will be determined on the highest placing in the final points race, then the second last points race, and so on until a result is found.

PLACE	POINTS
1 <sup>st</sup>	5 points
2 <sup>nd</sup>	4 points
3 <sup>rd</sup>	3 points
4 <sup>th</sup>	2 points
5 <sup>th</sup>	1 point

### AWARDS PRESENTATIONS

Medal presentations for overall individual placings will take place on Wednesday afternoon at the conclusion of racing.

Medal presentations for the team events (team pursuit and team sprint) and the Top School Trophies will take place on Wednesday afternoon at the conclusion of racing.

### HOME SCHOOL ELIGIBILITY AT PRIZE GIVING

Home schooled students may participate in individual and Team cycling events, but will not be eligible for medals as per SSNZ regulations. Home school riders that place in the top 3 will be recognised on the podium alongside their peers and presented with a certificate in place of a medal. The medal placing goes to the next fastest eligible rider ie: If a home school rider places 1<sup>st</sup>, then the first non-home school rider would stand on the podium with them and receive the gold medal alongside them, the same applies if they place 2<sup>nd</sup> or 3<sup>rd</sup>.

### SCHOOLS PASSION AWARD

CNZ Schools want to celebrate and recognise those riders off the podium that turn up and try their best and have a good attitude. So we have created an award that the riders can strive to win by displaying good sportsmanship in our Schools Cycling events called the Passion Award. We hope this will encourage good behaviour and participation and become a goal for any rider who takes part.

Thank you to our 2023 Schools Focus Group for bringing this idea to life and to Harraways Oats for sponsoring the awesome prize pack for our winners!



## MERCH

We are selling the official 2024 North Island Track Champs clothing through [ProBrands](#) - there's a hoodie, tee, shorts and tights available for purchase. Please check the ordering and delivery schedule on the website [here](#) and choose the campaign most convenient for you, then click the link below to make an order.

Click [here](#) to purchase yours.





## SOCIAL MEDIA

We encourage you to get involved in the event through social media. The key links are provided below:

Facebook	<a href="https://www.facebook.com/CyclingNZLSchools/">https://www.facebook.com/CyclingNZLSchools/</a>
Instagram	<a href="https://www.instagram.com/cyclingnzschools/">https://www.instagram.com/cyclingnzschools/</a>
Website	<a href="https://schools.cyclingnewzealand.nz/events-and-results/north-island-school-track-championships/">https://schools.cyclingnewzealand.nz/events-and-results/north-island-school-track-championships/</a>
Event Hashtag	#nistrackchamps

## SAFETY COMMITMENT

CNZS are committed to providing and maintaining utmost health and safety standards, by ensuring that all risks and hazards associated with the event are adequately identified and managed to prevent harm from occurring to the event staff, participants and all other personnel involved in accordance with the Health and Safety at Work Act. Please report any hazards or accidents/incidents to the Event Manager at the Event Information Desk.

## SMOKE, VAPE. DRUG AND ALCOHOL FREE

The entire event is smoke, vape, drug and alcohol free. Please ensure all your supporters are aware of this.

## CONTINGENCY PLANNING

The event recognises that there is the potential for circumstances outside of their control occurring that could result in the published event format and/or distance being adjusted in the interest of participant and officials safety. If inclement conditions exist, all decisions regarding the implementation of the contingency plan will be made by the Contingency Committee.

## FIRST AID

Event Medical Support is provided. They will be based on the infield of the velodrome, along the back straight. If you require medical assistance while not at the event over the weekend note the following Medical Centres on Duty.

### Anglesea A&E

Gate 1, Corner Thackeray, Anglesea St, Hamilton  
 Sunday 24 hours  
 Monday 24 hours  
 07 858 0800

### Cambridge Medical Centre

48 Alpha St, Cambridge  
 Monday 8am – 5pm  
 Tuesday 8am – 5pm  
 07 827 7184

**In an Emergency call 111**

## FOOD VENDORS

The Bikery Café located at the Velodrome will be open during the event and for extended hours!

Many thanks to our sponsors of the event!



**Protest Form**

Event: \_\_\_\_\_

Race: \_\_\_\_\_

Date: \_\_\_\_\_

Protesting School: \_\_\_\_\_

School Team Manager: \_\_\_\_\_

Contact Mobile: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Name of Rider or Team: \_\_\_\_\_

Other Party (Rider, Team or Official): \_\_\_\_\_

Date/Time of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Nature of Incident (Brief Description): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Outcome Sought: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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**Organisers Use Only**

Date/Time Protest Received: \_\_\_\_\_

Protest Fee (\$50) Received/Held by: \_\_\_\_\_

Official Receiving Protest: \_\_\_\_\_

Passed to Chief Commissaire (Date/Time) \_\_\_\_\_