

Event Manual

Provisional – 28th August 2025



WELCOME

On behalf of Cycling New Zealand Schools and Cycling Southland it is our pleasure to welcome riders, team managers, coaches, officials and supporters to the 2025 South Island Schools Track Championships at the Invercargill Velodrome.

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 (CS)	Lucy Grant
CHAIRPERSON (NZSCA)	Waine Harding
CHIEF COMMISSAIRE	Nicola Stevens
TECH DELAGATE	Erin Criglington
ASSISTANT COMMISSAIRES	Richard Erwood
	Neil Jamieson

EVENT PARTNERS



EVENT SCHEDULE

Location: Invercargill Velodrome, Invercargill

Monday 29th September

- 11:00am: Express Accreditation Session (Invercargill, Velodrome)
Cost \$20 per rider - <https://www.webscorer.com/register?raceid=402999>
- 2:00pm: Optional Start Gates Session (Invercargill, Velodrome)
Cost \$20 per rider pre-register – <https://www.webscorer.com/register?raceid=403000>
- 3:00pm - Velodrome Opens for Set Up
- 4:00pm: Open Roll (SIT Zero Fees Velodrome)
Cost \$15 per rider pre-register - <https://www.webscorer.com/register?raceid=403001>
- 5:30pm: Confirmation of Starters (Champions Lounge)
- 6:00pm: Team Managers Meeting / Race Pack Collection (Champions Lounge)

Tuesday 30th September – Individual Omnium Day

- 7:00am: Velodrome opens for infield access
- 8:00am: Warm up for morning session
- 9:00am: Racing starts – individual omnium events
- 2:15pm: Break (approx. time and may change)
- 3:30pm: Racing continues – omnium events (no on-track warm up for afternoon session)
- 6:45pm: Presentations – omnium events (approx. time depending on entry numbers)

Wednesday 1st October – Teams Day

- 7:00am: Velodrome opens for infield access
- 8:00am: Warm Up starts
- 9:00am: Racing starts – Teams Event
- 2:30pm: Presentations – team events (approx. time depending on entry numbers)

EVENT PROGRAMME

A Provisional Programme will be available [here](#). Please note that this is subject to change.

ENTRY LIST

Entries will close on Friday 12th September.

CONFIRMATION OF STARTERS

Confirmation of Starters will be held on Monday 29th September at 5:30pm in the Champions Lounge at the Invercargill Velodrome. This is the final opportunity to enter any composite teams.

TEAM MANAGERS MEETING

A Team Managers Meeting will be held on Monday 29th September at 5:30pm in the Champions Lounge at the Invercargill Velodrome. This is compulsory for all Team Managers (or an 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 PACKS

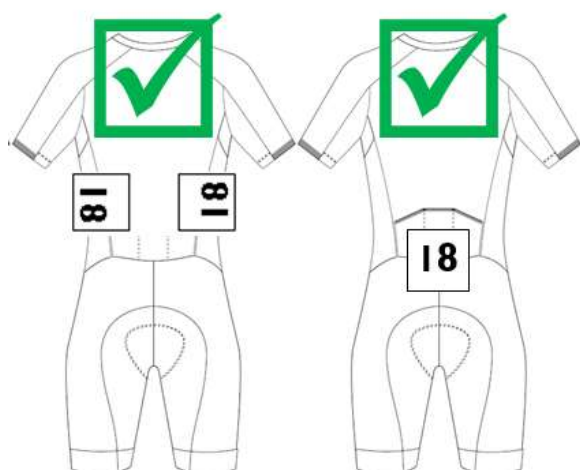
Race packs (venue accreditation, race numbers and safety pins) will be issued in bulk to one school representative only. They will be required to sign their school packs out and it is their responsibility to distribute the race numbers and other items to their riders. Please do not request individual rider pickups. Race pack collection will be at the Team Managers Meeting on Monday 29th September at 5:30pm in the Champions Lounge at the Invercargill Velodrome.

RACE NUMBERS

All riders are issued with two race numbers.

Riders shall wear two body numbers except for Team Pursuit and 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.



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. 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 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 and fees do apply

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's 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 in being 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).

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 Invercargill Velodrome infield will be open for set up through the tunnel entrance from **7:00am on Tuesday and 7:00am on Wednesday**. Team officials and riders will be issued access wristbands at the Team Mangers Meeting. Access to the infield will be controlled and access will only be permitted for persons with access wristbands. Please ensure your wristband is clearly visible when you are entering the venue. All other supporters must watch from the stands.

Cycling Southland limits infield access for health, safety, and development. The two main reasons why they limit infield access during certain sessions:

- Health & Safety; additional people in the infield can create congestion, potentially impacting coaches' ability to supervise and ensure a safe environment. Infield access must also be monitored in case of emergency situations, hence all visitors entering the infield must sign in at the sign on desk.
- Junior Development: for our junior programmes specifically, limited infield access allows young Athletes to develop self-managing and problem-solving skills. This translates to independence, confidence and better decision making on the track, ultimately making them well rounded athletes.

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 watch.

WARM UP SESSIONS

There will be a warmup session on Tuesday and Wednesday (times in the programme). Approximately 10 minutes 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.

INFIELD GYM

Please note that the infield gym will be closed to all riders during event times. No access will be granted at any time.

PARKING

Parking is available at the venue (ILT Stadium Southland). 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 and a table. Bike racks are available to be shared by all schools.

- Please do not uplift furniture or equipment from other school pits.
- Please ensure the walkways are kept free of equipment to allow unimpeded access at all times.
- There is to be no riding of bikes in the pit area.
- No glass in the infield.

- Please use the rubbish and recycling bins provided, and keep your pit area tidy.
- The event holds no responsibility for the security of your belongings.

TRACK ACCREDITATION

All riders are required to be accredited to the Velodrome to confirm participation. To book an accreditation session, please contact office@cyclingsouth.org.nz

BIKE HIRE

There are a limited number of bikes available to hire during the event. Please contact Cycling Southland for cost and to arrange on office@cyclingsouth.org.nz.

RULES

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

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.

GEARING

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

Individual Events:

- U13, U14, U15 and U16 - 6.61 metres max roll out
- U17 - 7.00 metres max roll out

Team Events:

- U16 – 7.00m max roll out
- U20 – 7.00m max roll out

RESULTS

Provisional results will be printed and posted on the Results board on the infield.

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](#) 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 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
		21st onwards	1

For the Kierin, riders in A and B final will get ranked and get appropriate points. All other riders will share their ranking and get corresponding points (i.e. 13 if 12 are in the final).

For the team events the top 5 score points as per the table below. Composite teams do not score school points. If a composite team finishes in the top five positions, their points will be awarded to the next placed school.

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 event of a tie, the results of the Team Sprint will decide the best rankings, followed by Tempo Race, Kierin or Derby, Scratch, then Team Pursuit.

PLACE	POINTS
1st	5 points
2nd	4 points
3rd	3 points
4th	2 points
5th	1 point

AWARDS PRESENTATIONS

Medal presentations for overall individual placings will take place on Tuesday 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 1st, 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 2nd or 3rd.

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 behavior 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!

SOCIAL MEDIA

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

Facebook	https://www.facebook.com/CyclingNZLSchools/
Instagram	https://www.instagram.com/cyclingnzschoools/
Website	https://schools.cyclingnewzealand.nz/events-and-results/south-island-school-track-championships/
Event Hashtag	#SchoolTrackChamps #SchoolsCycling #sistrackchamps

SAFETY COMMITMENT

Cycling New Zealand Schools 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 2015. Please report any hazards or accidents/incidents to the Event Manager at the Event Information Desk.

SMOKE, VAPE, DRUG AND ALOCHOL 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 on the infield of the velodrome, near the 'D'.

If you require medical assistance while not at the event, note the following Medical Centre on Duty:

Southland Hospital
Kew Road, Invercargill
(03) 218 1949

In an Emergency call 111

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: _____

ORGANISERS USE ONLY

Date/Time Protest Received: _____

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

Official Receiving Protest: _____

Passed to Chief Commissaire (Date/Time): _____