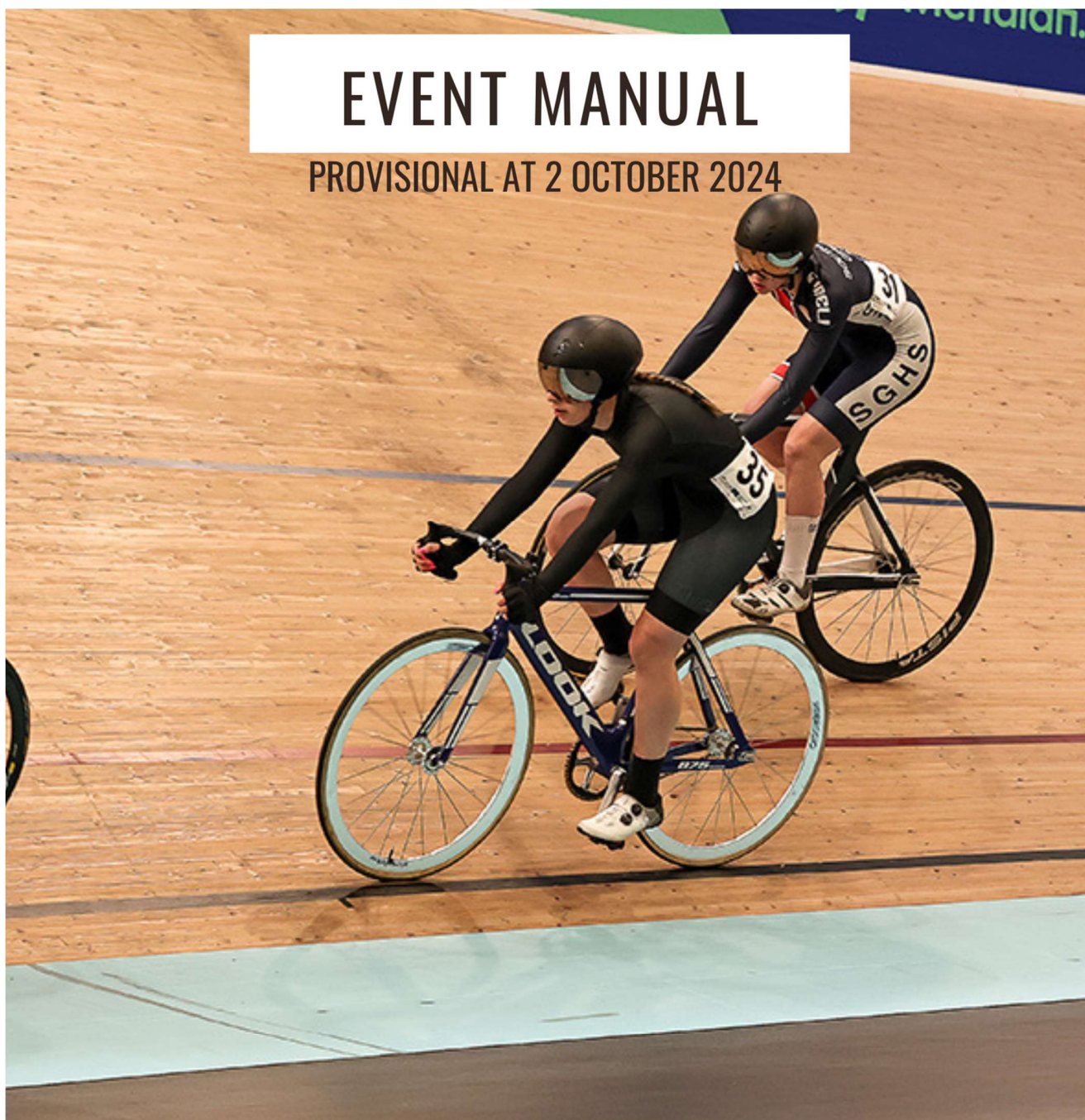


# EVENT MANUAL

PROVISIONAL AT 2 OCTOBER 2024



SIT ZERO FEES VELODROME- INVERCARGILL  
8-9 OCTOBER 2024

## 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 2024 South Island and National School Track Championships at the SIT Zero Fees Velodrome in Invercargill.

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)	Glen Thomson	021 455 597
CHAIRPERSON (NZSCA)	Waine Harding	
CHIEF COMMISSAIRE	Erin Criglington	
TECH DELAGATE	Steve Hurring	
ASSISTANT COMMISSAIRES	Duncan Turnbull	
	Neil Jamieson	
	Tracey Miller	
	Nicola Stevens	

## EVENT PARTNERS



## **EVENT SCHEDULE**

**Location:** SIT Zero Fees Velodrome, Invercargill

### **Monday 7th October**

- 11:00am: Express Accreditation Session (SIT Zero Fees Velodrome)  
Cost \$20 per rider - <https://www.webscorer.com/register?raceid=359367>
- 2:00pm: Optional Start Gates Session (SIT Zero Fees Velodrome)  
Cost \$20 per rider pre-register – <https://www.webscorer.com/register?raceid=359369>
- 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=359370>
- 5:30pm: Confirmation of Starters (Champions Lounge)
- 6:00pm: Team Managers Meeting / Race Pack Collection (Champions Lounge)

### **Tuesday 8th October – 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 9th 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 27<sup>th</sup> September.

### **CONFIRMATION OF STARTERS**

Confirmation of Starters will be held on Monday 7<sup>th</sup> October at 5:30pm in the Champions Lounge at the SIT Zero Fees Velodrome. This is the final opportunity to enter any composite teams.

### **TEAM MANAGERS MEETING**

A Team Managers Meeting will be held on Monday 7<sup>th</sup> October at 5:30pm in the Champions Lounge at the SIT Zero Fees 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**

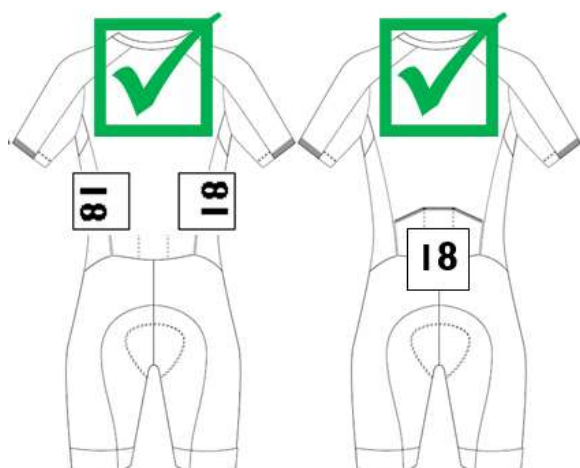
Race packs (venue accreditation, race numbers and safety pins) will be issued in bulk to one school representative only. They will be required to sign their school packs out and it is their responsibility to distribute the race numbers and other items to their riders. Please do not request individual rider pickups. Race pack collection will be at the Team Managers Meeting on Monday 7<sup>th</sup> October at 5:30pm in the Champions Lounge at the SIT Zero Fees 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:

- To register your interest to be considered for a composite sprint team please email [office@cyclingsouth.org.nz](mailto:office@cyclingsouth.org.nz)
- To register your interest to be considered for a composite team pursuit team please email [office@cyclingsouth.org.nz](mailto:office@cyclingsouth.org.nz)

\*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 SIT Zero Fees 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](mailto: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](mailto:office@cyclingsouth.org.nz).

### RULES

The event is endorsed by School Sport New Zealand (NZSSC) 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 – 7.00 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 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 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!

### **MERCH**

We are selling the official 2024 South Island and National Track Championships 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.





## 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/cyclingnzschoools/">https://www.instagram.com/cyclingnzschoools/</a>
Website	<a href="https://schools.cyclingnewzealand.nz/events-and-results/south-island-school-track-championships/">https://schools.cyclingnewzealand.nz/events-and-results/south-island-school-track-championships/</a>
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: \_\_\_\_\_

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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):** \_\_\_\_\_