

EVENT MANUAL



WELCOME

On behalf of Cycling New Zealand Schools and Cycling Canterbury it's our pleasure to welcome riders, team managers, coaches, officials and supporters to the 2024 South Island School Road Championships at the Mike Pero Motorsport Park, Christchurch.

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.

EVENT DETAILS

Event: 2024 South Island School Road Championships
 Location: Mike Pero Motorsport Park, Ruapuna, Christchurch
 Date: Saturday 6th and Sunday 7th of, July 2024

Programme:

Saturday 1st July

7:00AM - Food cart arrives. Gate to be opened	Brian
8:00am – Track set up	Paul / Brent
8:00am - Sound system / PA set up	Brian
8:15am – Event staff arrive and check in.	Bella
8:30am – Registration opens – School pack collected.	Leanne / Nicky
8:30am – Staff H&S briefing	Bella
8:30am – St John on site	Brian
8:50am – Commissaires meeting	Brian / Erin
9.15am: - Manager's Meeting	Bella
9am: - Warm up starts	Jonathon
9:45am – Track closes.	jonathon
9:45am – Final Track check	Paul / Brent
9:50am – All event staff in place	Brian

10am: Racing starts

- Individual Time Trial U13, U14, U15, U16, U17, U20. Medal ceremonies at end of U14, U16, U20

12:00 – Lunch time. **Leanne, Nicky, Anja**

1:00pm – TTT commences. Year 7/8 girls then boys, U16 Girls then boys, U20 Girls then boys.

4pm: - Racing ends (approximately)

DISTANCES

Individual Time Trial - All grades - 1 lap - 3.44 km

Team Time Trial Year 7/8 – 3 laps - 10.3 km U16 and U20 - 4.5 laps - approximately 15 km

Road Race

U13 boys and girls - 3 laps - 10.3 km U14 boys and girls - 3 laps - 10.3 km

U15 boys and girls - 4.5 laps - 15 km

U16 boys and girls - 6 laps - 20.6 km

U17 boys and girls - 7.5 laps - 25.5 km U20 girls - 9 laps - 31 km

U20 boys - 11 laps - 38km

Sunday 2nd July- (Specific responsibilities as for Saturday).

8:00am – Gates open
8:45am: - Registration
8:45am – Track Check **Paul / Brent**
9am: - Warm up starts.
9:00am – Manager meeting for those not present yesterday. **Bella**
9:45am – Track closes.
9:45am – Final track check. **Paul / Brent**
10am: - Racing starts (Road Race)
10:00am – U13 Boys
10:02am – U13 Girls
10:20am – U14 Boys
10:22am – U14 Girls
10:45am – U15 Girls
11:05am – U 15 Boys
11:25am – U16 Girls
11:45am – U 16 Boys

LUNCH

12:30pm – U17 Girls
1:15pm – U17 Boys
1:40pm – U 20 Girls
2:30pm – U20 boys

3:45pm: - Racing ends (approximately)

KEY CONTACTS

EVENT MANAGER:	Brian Thompson	021 756621
PCP (CHIEF COMMISSAIRE):	Erin Criglington	021134229

TEAM MANAGERS MEETING

A Managers meeting will be held on Saturday at 9.15am. 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 REGISTRATION

Race registration will take place on the day near the start and race numbers will be issued to riders. Safety pins will also be issued. All riders are issued with a unique race number. Two numbers are provided. For the Individual Time Trial, one is to be attached on the back of the jersey. Riders will be supplied a separate number for the Team Time Trial. The Team Time Trial numbers are to be returned immediately after the racing. On the Sunday one number to be attached on left hand side of the jersey and the other on the back.

SPECTATORS

All racing is free for spectators to watch.

WARM UP SESSIONS

There will be a warm up session from 9.00am on the Saturday and Sunday. Approximately 15mins prior to the schedule start time the track will close for warm-ups.

PARKING

Free parking is available in the venue carpark. 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. Bays have been allotted to schools based on size of teams and small teams will be allotted communal bays. Some schools will be asked to share.

Please do not attempt to move into bays allotted to others. You will be asked to move and failure to do so will result in team riders being removed from the competition.

UNIFORMS

Correct 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.

ENTRY LIST

A live entry list is available on the event website [here](#). Start Lists will be available once entries close.

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 TIME TRIAL AND ROAD RACE

- U13, U14, U15, U16, U17, U20 – unrestricted gearing

TEAM TIME TRIAL

- Year 7/8, U16, U20 – unrestricted gearing.

- **INDIVIDUAL TIME TRIAL START PROTOCOL**

All riders must have registered and collected number a half hour before your start time.

10 minutes before your time trial start you must present for your bike and uniform scrutineering and start. You will be corralled at that point.

No discussion with officials will be entered into on this point.

Riders may be attended by a team official (e.g. to retrieve jackets)

If you miss your start, you will only get a start where you can be slotted in, but the clock will be running from your designated start time.

TEAM TIME TRIAL

U20 Grades: 5 riders, with the time taken from the 4th rider across the line.

U16 and Year 7/8 Grades: 4 riders with the time taken from the 3rd rider across the line

Composite teams are welcome to compete in the event but are not eligible for championship medals. Composite teams are composed of riders who schools cannot genuinely field a team. There is no fee for composite teams to enter. Additional entries will be taken on the day.

DISTANCES

Individual Time Trial – Two spotters halfway up the straight in communication with timing staff.

All grades - 1 lap - 3.44 km

Team Time Trial Holders – Brian, Jonathon, Paul , Brent, Commissaires. Spotter halfway up the straight – Nicky.

Year 7/8 – 3 laps - 10.3 km

U16 and U20 - 4.5 laps - approximately 15 km

Road Race (Start times will be advised at the Managers Meeting)

U13 boys and girls - 3 laps - 10.3 km

U14 boys and girls - 3 laps - 10.3 km

U15 boys and girls - 4.5 laps - 15 km

U16 boys and girls - 6 laps - 20.6 km

U17 boys and girls - 7.5 laps - 25.5 km

U20 girls - 9 laps - 31 km

U20 boys - 11 laps - 38km

SCHOOL AFFILIATION AND ENTRY FEES

All School Affiliation fees and Event Entry fees must be paid before riders are permitted to start the event. Race Packs will not be issued to schools who have outstanding fees. Please ensure you check with your school to ensure affiliation and payment has been made.

RESULTS

Provisional results will be printed and posted on the Information board at the event. 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

Final results will be posted to <https://schools.cyclingnewzealand.nz/results> as soon as possible after the event.

You can find the school points system explained in the School rules on page 11.

<https://schools.cyclingnewzealand.nz/rules-and-regulations/>

AWARDS AND CEREMONIES

These will take place as advertised across the weekend.

Note riders must wear either their race uniform or school kit on podium. No caps or sunglasses.

Remember that every rider who doesn't get a medal would love to wear your one. So, respect the medal and do not take it off until you have resumed your seat.

Composite teams are mentioned at prize giving but no do medal.

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/cyclingnzschools/
Website	https://schools.cyclingnewzealand.nz/events-and-results/south-island-school-road-championships/
Event Hashtag	#sisroadchamps

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 Coordinator or Race Manager at the Event.

FIRST AID

Event Medical Support is provided by St Johns Ambulance. They will be based at the start area.

If you require medical assistance while not at the event over the weekend you should attend Christchurch Public Hospital.

In an Emergency call 111

SMOKE, DRUG AND ALOCHOL FREE

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

CONTINGENCY PLANNING

The event recognizes 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 official's safety. If inclement conditions exist, all decisions regarding the implementation of the contingency plan will be made by the Contingency Committee.

KEY PERSONNEL

Event Director – Brian Thompson

Event Manager – Bella – Rose Lloyd.

Administration – Leanne Creighton / Nicky Watt / Anja Teepa.

STMS – Paul Watt / Brent McMeking

Site Manager – Jonathon Handley Packham. – CNZ bunting and medal presentation area and backing.

Timing Manager – Hamish Ferguson.

Timing – Hank Van Til.

Medal presentations – Beth Watt / Nicky Watt / Anja Teepa.

Volunteer food / coffee / refreshments – Anja Teepa / Paula Revell

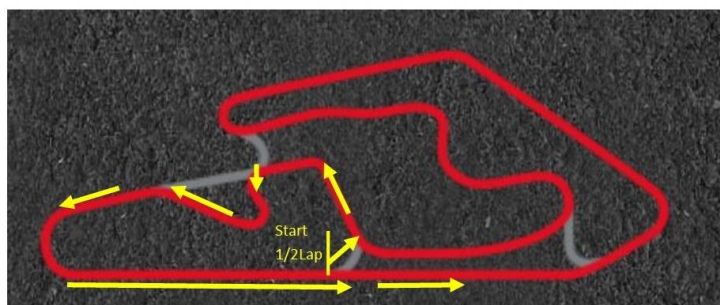
Health and Safety Management – Bella-Rose Lloyd / Nicky Watt / Leanne Creighton

First Aid – St John on site.

Chief Commissaire – Erin Criglington (Invercargill)

Commissaires – Brian Harford (Nelson), Ken Manson (Blenheim), Mark Darvill (Christchurch), Neil Jamieson (Invercargill)

COURSE MAP



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. 8 Version at 15 May 2024 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!

HOME SCHOOL STUDENTS- ELIGIBILITY AT PRIZE GIVING

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. 8 Version at 15 May 2024 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!

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:

Organisers Use Only

Date/Time Protest Received: _____

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

Official Receiving Protest: _____

Passed to Chief Commissaire (Date/Time) _____