

EVENT MANUAL



**NORTH ISLAND & NATIONAL
TRACK CHAMPIONSHIPS**

**GRASSROOTS TRUST VELODROME
1-2 JULY 2025**

WELCOME

On behalf of Cycling New Zealand Schools, it's our pleasure to welcome riders, team managers, coaches, officials and supporters to the 2025 North Island and National School Track Championships (combined) Supported by Nosh Restaurant.

We look forward to a great event and hope you enjoy your time. This manual provides useful information for all riders, supporters and officials.

KEY CONTACTS

PATRON (NZSCA):	Chris Ginders		
CHAIRPERSON (NZSCA):	Waine Harding		
CNZ SCHOOLS EXECUTIVE REP:	Mark Donald		
EVENTS MANAGER:	Steff Holcroft	027 855 7676	schools@cnz.kiwi
EVENTS COORDINATOR:	Georgia Crane	027 930 2637	
CHIEF COMMISSAIRE (PCP):	Duncan Turnbull	021 267 7731	duncanandmei@gmail.com
TECHNICAL DELEGATE:	Brendan Patterson		
COMMISSAIRES:	Mark Donald	Michelle Peterson	
	Nick Spark	Phil Riley	
DISPUTES PANEL:	Events Manager, CNZ Schools Executive Representative, Chief Commissaire and Timing Manager		

PARTNERS:



GENERAL INFORMATION

EVENT SCHEDULE – please note, times below are subject to change after entries close.

Location: Grassroots Trust Velodrome, Cambridge

Please make your bookings into these sessions as soon as possible- spaces are limited.

Monday 30 June 2025

6.00am – 7.30am:	Early bird open training. Book online or through the Velodrome reception.
10.30am – 11.30am:	Open training. Book online or through the Velodrome reception.
11.30am – 12.30pm:	Gates session. Book online or through the Velodrome reception.
3.45pm – 4.30pm:	Express accreditation. Please email the velodrome reception to book: reception@velodrome.nz
4.30pm - 6.00pm:	Open training. Book online or through the Velodrome reception.
4.00pm – 5.00pm:	Confirmation of Starters/Race Pack pick up in Velo Lounge 1, Level 2- compulsory for Team Managers only to attend
	Velodrome opens for set up

Individual Omnium Day

Tuesday 1 July 2025

7.00am:	Velodrome opens for infield access
8.00am:	Warm up for morning session
9.00am:	Racing starts – individual omnium events
3.00pm – 4.00pm:	Break (approx time and may change)
4.00pm:	Racing continues – omnium style events (no on-track warm up for afternoon session)
8.00pm:	Presentations – omnium style events (approx time depending on entry numbers)

Teams Day

Wednesday 2 July 2025

7.00am:	Velodrome opens for infield access
8.00am:	Warm up starts
9.00am:	Racing starts – team events
3.00pm:	Presentations – team events (approx time depending on entry numbers)

RACE OFFICE DESK

Next to the timing platform will be the Race Office Desk with CNZ Events Team staff based there. For Race Number issues, Lost and Found items/persons and any queries or concerns please see the team in the Race Office Desk.

EVENT PROGRAMME

The latest 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.

If we get high entry numbers in some grades, there will be qualifying races up first on Tuesday morning to determine A and B Grades. The grade split of how many is in each grade will be determined after the qualifying race.

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 info is in the Event Schedule on page 3.

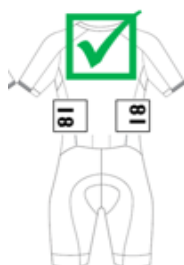
VIRTUAL TEAM MANAGERS MEETING

An online virtual Managers Meeting PowerPoint is available online [here](#). This is compulsory for all Team Managers to read. A sign-in sheet will be in place at Confirmation of Starters / Race Pack Pick Up for each Team Manager to sign and agree they have read this presentation.

RACE NUMBERS

All riders are issued with two race numbers. Riders shall wear two body numbers for all events (including team events). 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 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 name is "COMPOSITE"

The final opportunity 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 3rd 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 **3.00pm 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 people 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.

The Grassroots Trust Velodrome 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 reception.

- 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.

ACCREDITATION

All individuals requiring accreditation for this event, please fill out the form [here](#).

Each school is permitted the following for accreditation;

1 x team manager, 1 x coach, 1 x mechanic, then an additional 1 x handler for every 5 riders.

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

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 warmup session 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 warmup, which will be controlled by a Commissaire.

INFIELD GYM

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

PARKING

Parking is available in the venue car park, in the paddock behind the Velodrome access to both Gate 2 and in the parks along Hanlin Rd. Please do not block any gates or driveways. Parking at 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 always allow un-impeded access.
- 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.

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.

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 meters 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 individual event. Medals will be awarded to the top 3 overall in each age group for the North Island Competition (North Islanders only) and the National Competition (everyone).

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

AWARDS PRESENTATIONS

Medal presentations for overall individual placings in the North Island Competition (North Islanders only) and the National Competition (everyone) 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 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 Haraway's Oats for sponsoring the awesome prize pack for our winners!



MERCH

We are selling the official 2025 North Island and National Track Champs clothing through ProBrands – the below items are available for purchase.

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

SAFETY COMMITMENT

CNZ Schools are committed to providing and maintaining upmost 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. We understand that in the case of a medical event or incident children will want their parents. If you find yourself in this situation, please go to reception and inform the staff member on the desk. The staff member will escort you into the infield to your child. ***Please do not enter onto the track.*** Please rest assured that there are experienced coaches and volunteers in the infield to support your children with anything they may need. Please encourage your children to make contact with one of our coaches/support volunteers if they require help with any task.

If you require medical assistance while not at the event over the weekend:

Anglesea A&E

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

In an Emergency call 111

Cambridge Medical Centre

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

FOOD VENDORS

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

Tuesday 7:30am-4:40pm

Wednesday 7:30am-3:00pm

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) _____