

EVENT MANUAL



AUCKLAND
7-8 SEPTEMBER 2024

WELCOME

On behalf of Cycling New Zealand Schools it's our pleasure to welcome riders, team managers, coaches, officials and supporters to the 2024 Safetyfinder NZSS Northern Tour in Auckland.

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

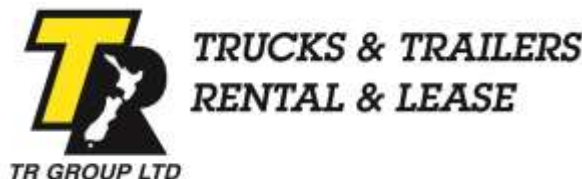
PATRON (NZSCA):	Chris Ginders		
CHAIRPERSON (NZSCA):	Waine Harding		
EVENTS DIRECTOR:	Chris Christensen	027 414 2221	
EVENTS MANAGER:	Steff Holcroft	027 855 7676	schools@cnz.kiwi
RACE MANAGER:			
CHIEF COMMISSAIRE:	Brendan Patterson	021 335 029	
COMMISSAIRES:	Dax Strydom	Graeme Bell	
	Heather Smyth	Lesley Mouat	
	Mark Ireland	Mary Ingle	
	Shaun Hayward		

DISPUTES PANEL: Events Director, Events Manager, Race Manager, CNZ Schools Executive Representative, Chief Commissaire and Timing Manager

PARTNERS



SERIOUS ABOUT YOUR COMMUNITY



GENERAL INFORMATION

EVENT DETAILS

The Safetyminder NZSS Northern Tour is held in and around the streets of Mt Wellington area in Auckland and is held over two days on 7-8 September. The event consists of three cycling events; an individual Time Trial, Hill Climb and Criterium. The results of these stages are then combined to award an overall winner who takes home the Yellow Tour Winners Jersey.

Across the Safetyminder NZSS Northern Tour and the [Southern Tour](#) in Blenheim there are three National Championship titles up for grabs, these National Titles rotate each year and include; a Hill Climb, an Individual Time Trial and a Criterium National Title. In 2024 the Hill Climb will double as a National Championship event at the Safetyminder NZSS Northern Tour, with National medals awarded to the top three in this event as well as the Polkadot Jersey. The Individual Time Trial and Criterium School National Championships titles are associated with [Southern Tour](#) in 2024, where medals will be up for grabs at this event.

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

Friday 6th September:

Time	Location	Event
5.00pm - 6:00pm:	Dunkirk Road, Panmure	Race pack pick up from CNZ Schools tent – One Team Manager to collect per School (please read the team managers responsibilities below)
	Link to powerpoint to be inserted here	Team Managers Briefing will be electronic, no physical team managers meeting will take place

Saturday 7th September:

Time	Location	Event
5.30am	Dunkirk Road, Panmure	Tent set up along Dunkirk Rd
6.00am	Dunkirk Road, Panmure	Race pack pick up from CNZ Schools tent (for those who didn't attend on Friday) – One Team Manager to collect per School (please read the team managers responsibilities below)
7.00am	Dunkirk Road, Panmure	Time Trial racing starts
9.00am	Mountain Rd/Maungarei Memorial Dr, Mt Wellington	Hill Climb racing starts
As soon as possible at the conclusion of the last rider finishing their Hill Climb	Near the start line, in the Auto Distributors driveway Mountain Rd/Maungarei Memorial Dr, Mt Wellington	Presentations for the Individual Time Trial where certificates will be presented to recognise the top 3 in each grade. Presentations for the Hill Climb including the presentation of the Queen/King of the Mountain (Polkadot) Jersey to the fastest rider of each grade, as well as the National Hill Climb Championships medals to the top three in each age grade

Sunday 8th September

Time	Location	Event
7.30am	Waiouru Road, East Tamaki	 criterium racing starts
Rolling prize giving	NXP Carpark Waiouru Road, East Tamaki	There will be three prize-giving ceremonies which will start as soon as possible after each racing block ends. Check the schedule (further below) for more details. #1 = U13 + U14 grades #2 = U15 + U16 grades #3 = U17 + U20 grades

RACE OFFICE

There will be a manned Race Office at each venue, this will be in the CNZ Schools tent. This tent will be located along Dunkirk Rd by the start line for the Individual Time Trial, by the start line for the Hill Climb and in the NXP Carpark next to the CNZ Trailer for the Criterium. For Race Number Pick up, Lost and Found items/persons, incident reporting and any queries or concerns please see the team in the Race Office.

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.

TEAM MANAGERS MEETING

A Team Manager’s briefing will be sent electronically to team managers and it can be found here (TBC). It is compulsory for all Team Managers (or alternative representatives) to read. A sign in sheet will be in place at race pack collection to confirm you have read the briefing.

THE ROLE OF TEAM MANAGER

The role of the Team Manager includes (but not limited to):

- Officially representing the school at the event
- Managing the relationship with Commissaires (event officials) on behalf of riders
- Read the team managers briefing and sign in at the race tent when collecting school race packs
- Fill out the protest form at the back of this manual if required
- Collecting and distributing race numbers and timing transponders to riders
- Ensuring riders have the required information to help them have a safe and fair race
- Ensuring place getters attend the prize-giving on time and in the correct attire

RACE PACKS

Race packs (timing transponders, 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. See event schedule for times and venues.

RACE NUMBERS

All riders are issued with two race numbers, numbers are not to be altered or folded in any way. All riders will be issued with one seat post sticker which includes a timing chip, this must be worn for all three races.

Individual Time Trial & Hill Climb – One number required, centrally placed on the lower back.



Criterion - Two numbers must be worn on the jersey. One number shall be attached to the centre of the lower back on the rider's jersey and the second number shall be attached on left hand side of the jersey on a 90% angle. Example below:



TIMING CHIPS

Timing transponders must be cable tied to your left front fork. Transponders must be returned at the completion of the event. Riders will be charged \$150 + GST for any transponder not returned.

WITHDRAWALS

Please inform us of any withdrawals at Race Pack pick up. Any withdrawals after this time can be given at the Race office or to the start line Commissaire. Please ensure timing transponders for these riders are returned to the race office.

TENT SET UP

There are specified sites at each venue where schools are permitted to set up tents. Please make sure you secure your tent (pegs, ropes, weights etc), the event takes no responsibility for school tents and security will not be in place overnight if any are left overnight.

Individual Time Trial: Tents and equipment are able to be set up from 5.30am on Saturday morning in the specified areas along Dunkirk Rd (see site map further below).

Hill Climb: Tents and equipment are able to be set up from 7.30am on Saturday morning in the specified areas along Mountain Rd/Maungarei Memorial Dr (see site map further below).

Criterion: Tents and equipment are able to be set up from 6am on Sunday morning in the NXP Carpark (see site map further below).

PRACTICE

Individual Time Trial / Hill Climb: There is no official practice on these courses. If you are riding these courses prior to the event days, please ensure you abide by road rules, are aware of traffic, wear hi-vis/bright clothing and ensure groups have an adult riding with them at all times.

criterium: There is no official practice at Waiouru Rd prior to Sunday. Official practice for the Criterium will be on Sunday from 6.30am – 7.15am on the course before the first race starts at 7.30am.

WARM UP

There is to be no warm up on the Time Trial or Hill Climb course on race day, and all warm ups are to be completed off the course. For the Criterium, the course is open from 6.30am – 7.15am then after this window warm ups are to be completed off the course or on trainers.

SUPPORT VEHICLES

NO SUPPORT cars or bicycles are permitted on the race courses at any time. Any unauthorized vehicles found to be following the races may result in the rider facing disqualification or penalties.

START TIMES/START LISTS

Start times and start lists will be available on the event website once entries have closed:

<https://schools.cyclingnewzealand.nz/events-and-results/northern-tour/>

RULES

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

GEARING

With effect from 1 January 2023, no maximum gearing restrictions will apply to road events for all age groups so there will be no roll out. There will be a general check of equipment and uniforms prior to each event. See [Cycling New Zealand Schools Rules](#) for full details.

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.

WHEELS FOR PIT AREA

There will be a neutral pit area zone at the Criterium event on Sunday. Schools are asked to drop in wheels (please make sure they are labelled with a name and race number) prior to each race starting.

BIKES

The same bike must be used for all stages (no time trial bikes allowed). This means if you want drink bottles on the criterium stage, leave the cages on for the time trial events.

RIDERS MUST RIDE ALL STAGES

Riders must ride all stages to be eligible for the yellow jersey. Riders who haven't ridden a previous stage will not be permitted to start the next stage.

POINTS

This is a point's based tour and the rider in each grade accumulating the greatest number of points over the stages will win the Northern Tour and be awarded a Yellow Jersey (one jersey for each grade) at the Presentation on Sunday. In the case of two (or more) riders being tied then the points from the Criterium shall determine the winner.

Stage points will be allocated as follows: 1st Place 100 points, 2nd place 95 points, 3rd place 90 points, 4th place 87 points, 5th place 85 points, 6th place 84 points (and reduced by 1 for each place until end of field is reached). B grade points will be allocated from the end of A grade points.

Additional, bonus points will be awarded as follows:

- 20 points to any rider who breaks the record that stands at the start of the Hill Climb
- Points gained from sprint laps will be added to the general classification total

Hill Climb - Polkadot Jersey (determined at the Hill Climb)

The rider with the fastest time in the Hill Climb will be awarded the Northern Tour Polkadot Jersey (one jersey for each grade) at the presentation on Saturday. The riders with the second and third highest points will also be recognised on the podium, with the winner only taking home the jersey.

Sprint Ace – Green Jersey (determined at the Criterium)

The rider with the most accumulated points from Intermediate Sprints in the Criterium will be awarded the Northern Tour Sprint Ace Green Jersey (one jersey for each grade – A grade only) at the presentation on Sunday. In the case of two (or more) riders being tied then the points from the final lap shall determine the winner. The riders with the second and third highest points will also be recognised on the podium, with the winner only taking home the jersey.

Intermediate sprints shall be contested **on every second lap (including the final lap)**. Points will be allocated as follows for each Intermediate sprint (including the final lap):

1st = 5pts, 2nd = 3pts, 3rd = 2pts, 4th = 1pt

All sprints (including the final lap) have the same points allocated.

AWARDS

Individual Time Trial

- Certificates will be presented to recognise the top 3 in each grade

Hill Climb

- Polkadot jerseys will be presented to the Hill Climb winner in each grade in the Hill Climb with 2nd and 3rd place recognised on the podium
- National Championship medals will be awarded for the Hill Climb only

Criterium

- Green jerseys will be presented to the Sprint Ace winner in A Grade only in the Criterium with 2nd and 3rd place recognised on the podium (in an age group only has one grade this is considered A Grade)
- The top 3 Sprint Ace placegetters in B grade will also be recognised on the podium with a certificate

Overall

- Yellow jerseys will be presented to the overall tour winners in A Grade only with 2nd and 3rd place recognised on the podium (in an age group only has one grade this is considered A Grade)

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.

RESULTS

Results will be available on the website as soon as possible:

<https://schools.cyclingnewzealand.nz/events-and-results/northern-tour/>

Any results queries are to be made **by the Team Manager only** directly to the Chief Commissaire.

PROTESTS

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 Events Director, Events Manager, Race Manager, Chief Commissaire, Cycling New Zealand Schools Representative and the Timing Manager.

FOOD/COFFEE

Hot and cold food and beverages will be available for purchase at all venues. Payment via cash and eftpos will be available.

A public water tap is available for use next to the public toilets along Dunkirk Rd. For the Hill Climb and Criterium Stages there will be a drinks station set up with jerry cans with water set up for refilling water bottles.

RUBBISH

Please respect our efforts to manage waste and rubbish, by placing rubbish and recycling in the appropriate bins and cleaning up after yourselves.

VOLUNTEERS

Schools are asked to provide one volunteer for every five riders, Schools need to please register your volunteers in Enter Now before entries close.

Please note it is your schools responsibility to ensure these roles are filled for the duration of the shifts assigned. All volunteers should be over the age of 18, be confident in their role and wear fully enclosed footwear. All equipment required for the role will be given out on the day, such as high-vis vests.

Volunteers need to report to the CNZ Race Office tent for briefing 15 minutes prior to the time stated in the roster. The volunteer roster will be published on the event website after entries close. Please contact us on schools@cnz.kiwi if you have any questions.

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 Events team at the Race Office.

Riders will receive a race briefing ahead of each race on the start line, it's important that schools have a translator present for any non-English speaking riders so the briefing can be relayed to them.

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 at each event by St John. If you need medical assistance outside of event times please see below details for local medical centres. **In an Emergency call 111**

White Cross Healthcare Lunn Ave

110 Lunn Ave, Remuera

09 570 8889

8am – 8pm: Monday - Sunday

White Cross Healthcare Ascot - 24 hours, 7 days

Ground Floor, Ascot Hospital

90 Green Lane East, Remuera

09 520 9555

East Care - 24 hours, 7 days

260 Botany Road, Golflands, Manukau

09 277 1516

MERCH

We are selling the official 2024 Safetyminder NZSS Northern Tour 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.



EVENT UPDATES/SOCIAL MEDIA

Event updates will be posted on the event website and Facebook page. We also 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/northern-tour/
Event Hashtag	#NZSSNorthernTour

PASSION AWARDS

Thanks to Harraways Oats, riders have the chance to win a Passion Award at this event! This will go to two riders who display good sportsmanship and have an awesome attitude. Read more about these awards [here](#).



TIME TRIAL INFORMATION

- Date:** Saturday 7 September 2024
- Location:** [Dunkirk Road](#), Panmure, Auckland
- Site map:** Below
- Parking:** Side roads off the course, don't park on yellow lines or on any footpaths/grass verges.
- School Tent Sites:** **Tents must be set up on Saturday morning only from 5.30am** (there will be NO security present overnight) and can be placed along the footpath shown below by the yellow arrows. It is compulsory that your tent is weighted down and placed where shown. Tents are put up at your own risk. Access to the footpath where tents can be set up will be inaccessible by car when the first rider starts at 7am and tents will need to be walked/carried after 7am.
- Start:** The first rider will start at 7am. Riders will then start at 30 second intervals. Any rider who starts before their set time will incur a time penalty.
- Start order:** U20 Boys, U20 Girls, U17 Boys, U17 Girls, U16 Boys, U16 Girls, U15 Boys, U15 Girls, U14 Boys, U14 Girls, U13 Boys, and U13 Girls
- Course map:** Below
- Course distance:**

Grade	Distance	Laps
U17 Boys & Girls, U20 Boys & Girls	8km	2 laps of the course
U16 Boys & Girls, U15 Boys & Girls, U14 Boys & Girls	4km	1 lap of the course

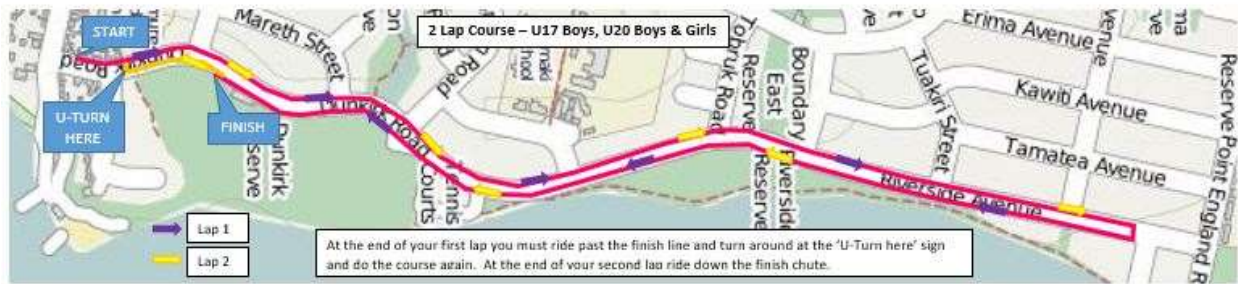
- Pre-Race Assembly:** Riders will line up in the start shoot at the start line shown below.
- Sign on:** No sign on will be used, riders need to present to the Pre-Race assembly area 15 minutes before their start time.
- Drafting:** No drafting. A rider who is overtaken must drop back to avoid drafting.
- Bikes:** The same bike must be used for all stages (no time trial bikes allowed). This means if you want drink bottles on the criterium stage, leave the cages on for the time trial events.
- Aero bars:** No aero bars are permitted in this event.

ROADS ARE OPEN TO ALL TRAFFIC (ALL TRAFFIC LAWS MUST BE OBEYED)

Individual Time Trial Site Map



Individual Time Trial Course Map



Route to get from Individual Time Trial to Hill Climb

Cyclists **MUST** use the route shown in pink below. Do not use the Panmure roundabout.



HILL CLIMB INFORMATION

Date:	Saturday 7 September 2024
Location:	Mountain Rd/Maungarei Memorial Dr , Mt Wellington, Auckland
Site Map:	Below
Parking:	Side roads off the course. Don't park on yellow lines or on any footpaths or grass verges. <u>No</u> Parking in Skateland.
School tent sites:	Tents must be set up on Saturday morning only from 7.30am (there will be NO security present overnight) and can be placed along the footpath shown below by the yellow arrow. It is compulsory that your tent is weighted down and placed where shown. Tents are put up at your own risk. Access to the footpath where tents can be set up will be inaccessible by car when the first rider starts at 9am and tents will need to be walked/carried after 9am.
Start:	The first rider will start at 9am. Riders will then start at 30 second intervals.
Start order:	U20 Boys, U20 Girls, U17 Boys, U17 Girls, U16 Boys, U16 Girls, U15 Boys, U15 Girls, U14 Boys, U14 Girls, U13 Boys, and U13 Girls
Course distance:	Approximately 800m for all
Pre-Race Assembly:	Riders will line up in the start shoot at the start line shown below.
Sign on:	No sign on will be used, riders need to present to the Pre-Race assembly area 15 minutes before their start time.
Drafting:	No drafting. A rider who is overtaken must drop back and stay left to avoid drafting.
Bikes:	The same bike must be used for all stages (no time trial bikes allowed). This means if you want drink bottles on the criterium stage, leave the cages on for this hill climb event.
Returning to the Start:	Riders should follow the route back to the start area shown on the course map below and must ride on the footpath between Harding Ave and Mountain Rd (i.e. do not ride on Mt Wellington Highway) following the Marshals' instructions.
Speed bumps:	The speed bumps on the 'uphill' section of the Maunga will be removed for race day. The speed bumps on the 'downhill' section, i.e. on the return, once racing has finished, will still be place. Please take care on the return and be aware of the speed bumps.

ROADS ARE OPEN TO ALL TRAFFIC (ALL TRAFFIC LAWS MUST BE OBEYED)

Hill Climb Site Map



 = Course

Hill Climb Course Map



— = Course

— = Route to follow after crossing the finish line to head back to the start line. *Riders be aware speedbumps will be present on the decent and should take extra caution

CRITERIUM INFORMATION

Date:	Sunday 8 September 2024
Location:	NXP Limited Carpark , Waiouru Road, East Tamaki, Auckland
Site map:	See below
Parking:	There is availability for cars to park in the Spicer carpark, boat ramp carpark and upper boat ramp carpark (first come first served) as shown on the map below. You must be parked by 7am and will not be able to leave this carpark until after the last race has finished. Don't park on yellow lines or on any footpaths. All other cars can park on the side roads off the course, or on Business Parade, see parking map. There is <u>no</u> parking on the course. Please ensure that you do not park in any other business carparks as we do not have authority to do this.
School tent sites:	Schools can set up tents in the NXP carpark from 6.00am and there is room for trailers to be parked here as well. It is compulsory for all tents to be weighted down. Please note that tents will be set up on tarseal so you must bring weights not pegs. You can drive in to drop your gear off until 7.00am. All cars must either be parked, or off the course by this time. DO NOT SETUP ON SATURDAY IN THIS CARPARK or you risk us not being able to use it on the day. Also please respect this property and do not walk through the gardens or lean bikes against the buildings.
Course Map:	See below
Start:	Races will have a neutralized start. The first race will start at 7.30am. See below table for approx. start times.
Race schedule:	The below race schedule is subject to change.
Lap distance:	Approx. 1.1 km
Pre-Race Assembly:	Riders will assemble in the pre-race assembly area outlined below 15 minutes prior to race start.
Sign on:	Will be available at the Race Office tent and must be completed from anytime up until 15 minutes prior to race start.
Bikes:	The same bike must be used for all stages (no time trial bikes allowed). This means if you want drink bottles on the criterium stage, leave the cages on for both events on Saturday.
B Grades:	B grades may be an option for the bigger entry numbers in U15, U16, U17 and U20 Boys Grades. These grades will be determined by the combined placings of the Individual TT and Hill Climb and will be announced on Saturday evening.

ROADS ARE OPEN TO ALL TRAFFIC (ALL TRAFFIC LAWS MUST BE OBEYED)

Race Schedule:

Age Group	Grade	Race Time (minutes + laps)
U13 Girls	A	10mins + 2 laps
U13 Boys	A	10mins + 2 laps
U14 Girls	A	10mins + 2 laps
U14 Boys	A	10mins + 2 laps
U15 Girls	A	15mins + 2 laps
Presentation for U13 & U14 Girls and Boys for Sprint Ace Jersey & Overall Tour Winner Yellow Jersey (top 3 for each)		
U15 Boys	B	10mins + 2 laps
U15 Boys	A	15mins + 2 laps
Break for cars to leave and get out through the course		
U16 Girls	A	20mins + 2 laps
U16 Boys	B	15mins + 2 laps
U16 Boys	A	20mins + 2 laps
U17 Girls	A	20mins + 2 laps
Presentation for U15 & U16 Girls and Boys for Sprint Ace Jersey & Overall Tour Winner Yellow Jersey (top 3 for each)		
U17 Boys	B	15mins + 2 laps
U17 Boys	A	20mins + 2 laps
Break for cars to leave and get out through the course		
U20 Girls	A	30mins + 2 laps
U20 Boys	B	25mins + 2 laps
U20 Boys	A	30mins + 2 laps
Presentation for U17 & U20 Girls and Boys for Sprint Ace Jersey & Overall Tour Winner Yellow Jersey (top 3 for each)		

Criterion Site Map



(Parking is highlighted on the next map below)

Criterion Course Map

The course runs anticlockwise from the start/finish pin.



Parking

- Pink pins – first come first served car parking.
- Blue pin shows parking that can be used all day and people can arrive and leave during the day.
- Do not park on any yellow lines, grass verges or footpaths as you could risk a parking ticket.

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): _____