



NEW ZEALAND SECONDARY SCHOOLS ROAD RELAY FESTIVAL

ENTRY INFORMATION



The following information outlines the **ENTRY** Process for the NZSSAA ROAD RELAYS FESTIVAL

- **Day 1: INTER-SCHOOLS ROAD RELAYS EVENT – Thursday 28th August**
- **Day 2: INTERPROVINCIAL REGIONAL ROAD RELAYS EVENT – Friday 29th August**

The following are the entry procedures for both events

AGES and DIVISIONS

All grades are the same for both the Individual Inter Schools Relays and the Interprovincial Relays. The grade divisions will be Year 9, Junior and Senior. Each age division there will be a Mixed, Girls and Boys teams' competition. Separate Para events will be held for all above grades too. Mixed teams must include at least two girls in the four team members. Age division eligibility is

Year 9 Only: Have turned 13 and U15 years as at 31 December in the year of the event.

Juniors: Have turned 13 and U16 years as at 31 December in the year of the event.

Junior Para: Have turned 13 and **U17** years as at 31 December in the year of the event.

Seniors/Para: U20 years as at 31 December in the year of the event. (ORS funded Para Athletes Under 22)

Any athlete can run 'up' a grade - e. g. a Year 9 girl may compete in a junior or senior relay team be it in the girls or mixed grades.

FEES

NZSSAA Affiliation Fee:

Affiliation with New Zealand Secondary Schools Athletic Association is invoiced as part of the entry process for the Championships if your school has not previously paid your 2024 affiliation fee to NZSSAA.

This is required at the cost of \$55.00.

RELAY TEAM ENTRY FEES:

The fee for each Individual School relay team for the Interschool competition will be **\$80.00/team (\$20.00/athlete)**

Entry through a school team makes all athletes eligible for the interprovincial team without entry cost.

Your entries are complete when you have chosen a payment option, produced an invoice and paid.

There are two options for payment:

By School or personal credit card **OR** Direct crediting the NZSSAA bank account: **12-3150-0174691-00.**

When payment has been received and receipted, a copy of the school's receipt is available in the payment section of online entries to print off if required.

PLEASE NOTE: Additional entries can be added until entries close even though you may have already generated an invoice or paid. Enter your additional athletes and pay for them accordingly. Entries will appear in the public Received Entries List but will show as unpaid until payment has been receipted.

All Entry enquiries are to be by email only to oe@nzssaa.org.nz

ENTRY PROCEDURES

Principals Authority

To gain access to the entry forms in your school's portal, the person responsible will need to type in the Username and then the Password for your school/kura. These must be kept secure. By passing this information to that person we will deem that the Principal has given their authority to make the entries from their school/kura and confirms the athletes meet all eligibility requirements. To **ENTER** your school's athletes, go to the NZSSAA website <https://www.nzssaa.org.nz/> and click on online event entries link

<https://entries.co.nz/o/nzssrr2025/>

- A login prompt will be presented to your browser
- Enter your assigned username and password to proceed into the system.
- Please fill in your school information first before completing your entries.
- *If you do not have your school's username and password, check with your school Principal, who should be holding a copy. If you still cannot access the site, then email (oe@nzssaa.org.nz) for the information.*

Individual Schools

All individual schools must enter their teams via the NZSSAA Entry platform at the link provided using the entry Procedures for Team Managers/Sports Coordinators as follows:

- Entries open online on prior to **Wednesday 23 July 2025**





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ENTRY INFORMATION



- Entries close online at midnight on **Thursday 21 August 2025**
Please DO NOT be LATE with your entries.
- From 21 August, any additional entries are added only with the approval of the online entries' administrator.
- **LATE Team** entries are to be emailed to oe@nzssaa.org.nz and there will be a charge of **\$20.00** per team and added to the school's online entries account (\$100.00 per team)

School Team Managers

- **Wednesday 27th August 5.00pm:**
Final team name changes to entry of teams online by School Team Managers to close.
- **Thursday 28th August from 10.30am:**
Team managers should collect their school team race pack from the event TIC on race day
Last minute change forms. These are to be handed to the Relay Event Coordinator at the Information/Help Desk no later than 30 minutes before the first race and 30 minutes before the start of the next 2 races
- Race numbers and safety pins (to be worn front and back).
- Please note ALL relay race numbers with their pins attached MUST be returned after each athlete completes their leg of the relay. It is intended that these numbers will be used for future events.

Interprovincial Team Managers

All Interprovincial teams must enter their teams via the NZSSAA Entry platform at the link provided to the regional team's coordinators in the same manner as for the NZSS Cross Country Relay.

- **Monday 25th August 5.00pm:**
Regional Team managers to complete initial team lists using the NZSSAA online entry system
- **Thursday 28th August from 2:30 pm:**
Regional team managers to collect their regions race pack from the event TIC
- **Thursday evening 28th August 7.00pm:**
Final changes to online from regional managers but with the ability to make hopefully limited paper changes Friday morning by 9.00am
- **Friday 29th August:**
The pickup and return of team packs pre & post event is possible for the TIC

TEAM RELAY CHANGE FORMS

School/Region: _____ **Team (A, B etc)** _____

Grade: Girls Y9 Girls Junior Girls Senior

 Boys Y9 Boys Junior Boys Senior

 Mixed Y9 Mixed Junior Mixed Senior

 Para (circle Para as well as the grade above if your team is a Para team)

Running Order	Athletes First name, Surname
1	
2	
3	
4	

- Team manager Name: _____
- Team manager Signature: _____
- Mobile phone number: _____

