

39th NEW ZEALAND SECONDARY SCHOOLS TRACK AND FIELD CHAMPIONSHIPS and 37th ROAD RACE CHAMPIONSHIPS

To all New Zealand Secondary Schools

Organisation of the 2011 Championships Newtown Park Stadium in Wellington on the 10 – 11 December is underway and the event is fast approaching.

The Park is currently being used as a RWC training facility but necessary repairs to the track are scheduled for the end of November and all will be ready to go for the event in December.

TIMETABLE OF EVENTS

3 October	Newsletter Two - available on www.nzssaa.org.nz
27 October	Online entries open
ONGOING	School entries posted on NZSSAA website as received
11 November	Stadium Road Race course map available on website
11 November	Final date for AGM remits
16 November	Final date for T-Shirt orders
18 November	Final date for entries
7 December	Individual scratchings close-must be done on NZSSAA website
9 December	Managers packs available from 3.30pm at Track
9 December	Manager's meeting and NZSSAA AGM 6pm at Newtown Park Function room
10-11 December	Track and Field Championships, Newtown Park Stadium
11 December	Road Race Championships – Westpac Stadium

AGE GROUPS

Junior	Under 16 years on 31 December 2011
Senior	Under 19 and a half years on 31 December 2011
AWD	Under 22 years on 31 December 2011
Year 9	For the Road Race only, there is a Year 9 grade. Competitors must be a Year 9 student, over 13 years and under 15 years on 31 December 2011
Note	Competition is open only to students currently enrolled in and attending an NZSSAA affiliated school.

PROGRAMME OF EVENTS

The draft programme is available on the NZSSAA website.

ROAD RACE

This event will be held on the morning of Sunday 11 December 2011 at the Westpac Stadium. The first race will commence at 8am. Race times and distances are on the guideline programme. A course map will be available on the website 11 November 2011.

ENTRIES

All entries must be made online on the NZSSAA website on or before 18 November. The website will be open for entries from 27 October and will close on 18 November at midnight.

AFFILIATION

The Association collects school affiliation fees with entries. Schools that did not have competitors at the National Cross Country Championships in Ashburton will have the \$36 affiliation fee added to their entries invoice.

ENTRY FEES

The entry fees payable per athlete for track and field and/or road race are as follows -

\$15.00	One or two events (including the road race)
\$20.00	3 or more events
\$10.00	Relay competitors only

Do not be late with your entries. After 18 November further entries will only be added with the approval of the Local Organising Committee and will be administered by the online entries administrator. Late entries will only be accepted **if there has been a genuine error or accepted reason** and if they do not create an extra heat or round or if field event numbers are low enough to allow the event to be completed in the allocated time. There will be a charge of \$10 per late entry and they need to be emailed to oe@nzssaa.org.nz. NO LATE ENTRIES will be accepted after 12noon on Friday 9 December.

Entries for all NZSSAA events are to be submitted online. To get started go to www.nzssaa.org and launch the online entries site by following the instructions below.

1	Visit http://robo.co.nz/o/nzsstfrr2011/ under Entry Procedures. This can be found on the home page or by selecting Competitions and then the current championships.
2	A login prompt will be presented to your browser.
3	Enter your assigned username and password to proceed into the system.

Please remember to fill in your school information first so that you are not prompted to fill it in when you proceed to making your entries.

Your entries are complete when you have chosen a payment option, produced an invoice and paid. There are two options for payment. The first is by **school or personal credit card**. The second is by direct crediting the **NZSSAA Entries** bank account **12-3150-0174691-00**. Please note that you can add additional entries yourself up until entries close even though you may have already generated an invoice or paid. Enter your additional athletes and pay for them accordingly.

Payment by cheque is no longer an option except for a late payment when the cheque is handed directly to the TIC at the championships in order to uplift your competition numbers.

Please note: Athletes will not appear in the confirmed entries list on the website and will not be able to compete until entry fees have been confirmed as having been paid.

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

Don't have a username and password?

Your principal may have it. By passing it over to the person responsible for completing the entries the principal is confirming the authenticity of the entries. If the username and password details cannot be located – contact oe@nzssaa.org.nz to request them.

SCRATCHINGS

Scratchings for single events must be done on the NZSSAA website by Wednesday 7 December. After that date any scratchings received will be considered as scratchings from all events.

TECHNICAL INFORMATION AND STANDARDS

This information will be available in a separate document on the website.

ACCOMMODATION

There is plenty of Motel/Hostel type Accommodation in the Wellington region. Accommodation can be found by looking at www.wellingtonnz.com

CHAMPIONSHIPS T-SHIRT

Souvenir T-Shirts will be available for purchase at \$30 per T-Shirt. Pre-orders are essential for this cost, and payment is required with the order. A pre-order form is available on the NZSSAA website and must be received by Wednesday 16 November. There will not be a large stock available for sale at the event and they will cost \$40.

The orders can be collected and signed for when picking up the Managers Packs. Individual T-Shirts can be ordered at the Championships but there will be some wait for these. An image of the T-Shirts is available on the website.

COLLECTION OF SCHOOL PACKS / T-SHIRT PACKS / AGM

School Packs (competition numbers, programmes, passes etc) and T-Shirt packs, will be available at Newtown Park from Friday, 3.30pm – 5.45pm and Saturday, 8am – 10am. Only the designated team manager will be able to uplift the packs. There will be an opportunity on the Friday to speak to the Technical Information people to deal with concerns managers may have. There will be one free manager/helper ticket for every ten athletes.

The NZSSAA AGM will begin at the conclusion of the managers meeting on Friday 9 December at Newtown Park and we urge you to attend.

Any remits/changes to the rules of competition should be emailed to Alec McNab Alec.McNab@collegiate.school.nz by 11 November.

APPLICATION FORMS FOR OFFICIALS

For those officials who are not members of the Athletics New Zealand Official database and wish to be an official at this meeting must fill in an application form which is available on both Athletics NZ and NZSSAA websites. Applications have already been received from some Athletics NZ Officials.

MEDAL ENGRAVING

There will be an engraver on site to engrave the medals at the athlete's expense. The cost will be \$10 per medal.

GATE ENTRY FEE

\$5.00	Adults
\$2.00	School aged children 5 – 17 years
FREE	Pre-Schoolers 0 – 4 years

ELECTRONIC CREDIT FACILITIES

NO electronic credit facilities will be provided by the Local Organising Committee on site.

We look forward to welcoming you to Wellington in December.

Roger Booth
CHAIRMAN
LOCAL ORGANISING COMMITTEE