

NEW ZEALAND SECONDARY SCHOOLS TRACK, FIELD & ROAD RACE CHAMPIONSHIPS

*Nga Puna Wai Sports Hub, Christchurch
8, 9, 10 December 2023*

NEWSLETTER #2

7 October 2023

Nau mai, haere mai, tena koutou, tena koutou, tena koutou katoa.

Welcome to the second newsletter for the 2023 New Zealand Secondary Schools Track, Field and Road Championships.

The Local Organising Committee (LOC) wish to confirm that the NZSSAA Track & Field Championships are to be held over two and a half days, commencing on **Friday 8th December 2023 at 12.00 pm** at **Nga Puna Wai Sports Hub, Christchurch** and being completed at approximately **5.00pm on Sunday 10th December**.

The Road Race Championships will be held at the adjacent **Canterbury Agriculture Park on Sunday from 8.00 am -11.00 am**.

The **NZSSAA AGM** will be held in the Nga Puna Wai Sports Hub Lounge at 10am on Friday 10th December. Please note there is no managers meeting this year. Any changes to the programme after the close of entries and other issues will be notified in the final newsletter and all questions will be answered at TIC.

As this is the **50th NZSSAA Track and Field Championships** and to recognise the fact that the event started in Christchurch in 1973, a **50th Anniversary Dinner** will be hosted by the NZSSAA Executive on Friday evening at the **Nga Puna Wai Sports Hub Lounge and Cafe**.

Below is everything you need to know at this stage for the event:

TIMELINE

- **7 October** Newsletter #2 available on NZSSAA website and Facebook pages.
- **16 October** Online entries open on NZSSAA website. **Current entries** will be posted on NZSSAA website as received. **Unpaid** will appear beside each athlete's name until payment is received and receipted.
- **15 November** Registrations close for the 50th Anniversary Dinner.
- **20 November** Entries close. Late entries accepted for an additional \$10 per athlete providing space is available in desired event/s until December 6.
- **28 November** Newsletter #3 available on NZSSAA website and Facebook pages.
- **5 December** Online scratchings close at 11.59 pm. Thereafter scratchings need to be done through the **Technical Information Centre (TIC)** 90minutes prior to the scheduled time of the event.
- **7 December 2pm to 6pm** venue open for inspection and light training.
- **7 December 3pm to 6pm** Managers packs available at the **TIC** and from **9 am 8 December onwards as required**.
- **8 December at 10am** NZSSAA AGM to be held in the Nga Puna Wai Sports Hub Lounge.
- **8-10 December** Track and Field Championships at Nga Puna Wai Sports Hub.
- **8 December** 50th Anniversary Dinner to be held at the **Nga Puna Wai Sports Hub Cafe**, with refreshments and nibbles at 7.00pm, dinner from 7.30pm followed by after dinner speeches and socialising.
- **9 December** **Officials function and light meal at the Nga Puna Wai Sports Hub Lounge and Café** from 6pm
- **10 December** Road Race Championships at Canterbury Agricultural Park.
- **10 December at 5pm (or earlier if possible)** the NZSSAA New Zealand Team and Athletes of the Meeting will be announced. Please try to arrange travel so your athletes can participate in this event by their support or participation.

AGE GROUPS

- All athletes must have turned 13 prior to 31 December 2023
- Junior - Under 16 as at 31 December 2023 (born on or after 1 January 2008)
- Senior - Under 20 as at 31 December 2023 (born between 1 January 2004 and 31 December 2007)
- Year 9 Road Race only - Runners must be in Year 9 and under 15 as at 31 December 2023 (born on or after 1 January 2009). A runner can compete in the Year 9 race once only.
- Para Athletes - Junior – Under 17 (born on or after 1 January 2007). Senior as above except the senior age for ORS funded students is under 22 on 31 December 2023. Contact oe@nzssaa.org.nz to enter over 20 years of age athletes.

ENTRIES

All entries must be made online on the NZSSAA website **on or before 20 November 2023**. The website will be **open for entries from 16 October 2023 and will close on 20 November 2023 at midnight**. The person in charge of a school's entries will need the school's login details held either by the Principal or the possibly the Sports Coordinator. If the login details are not available please email oe@nzssaa.org.nz to request them.

AFFILIATION

The Association collects school affiliation fees with entries. Schools that did not have competitors at the Cross-Country Championships in Palmerston North will have the \$55.00 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:

- \$27.00 - one or two events (including the road race)
- \$35.00 - three or more events
- \$15.00 - relay only competitors

Do not be late with your entries. After November 20 further entries will only be added with the approval of 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 12 noon on Wednesday 6 December.**

Entries are to be submitted online. Please follow the instructions below.

1	Visit http://entries.co.nz/o/nzsstfrr2023/ 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 (including a cell phone number for the manager so that they can be contacted at the championships) and the declaration tick box.

The person responsible for entries confirms the athletes have been informed that their age, gender and school will be in the results held on the NZSSAA website after the championships and therefore, available on the internet in the future unless the athletes individually request their removal after 3 months. The athletes have also given their permission: To NZSSAA to use photographs taken of them by the championship's official photographer for appropriate publicity and information eg in newspapers, programmes and on the NZSSAA website and Facebook pages. To NZSSAA to allow livestreaming of them competing in their event. This will be done in compliance with the NZ Sport Collective Broadcasting Charter adopted by Athletics NZ (the National Sports Organization for Athletics) and NZSSAA (see <https://nzsportcollective.co.nz/wp-content/uploads/2020/11/CHARTER-ON-THE-BROADCAST-AND-SPONSORSHIP-OF-SECONDARY-SCHOOL-SPORT.pdf>)

*Go to the **Athletes** section. There will be a list of athletes that have been entered by your school previously unless this is the first time your school has entered. Select their names or add an athlete if they are a new athlete and complete the details in the entries window that appears including name, birthdate, gender, Athletics NZ registration status (Please complete this*

section accurately as we are wanting to know the number of registered athletes taking part) and Para Classification if you are entering a Para Athlete (see separate document about Para Athlete Classification).

Each school can enter up to 3 athletes per event (4 in the 100m and 400 metres if entering teams in the 4x100m and 4x400 relays. Enter the relay first for this option to apply). When entering athletes use the standards (see separate document) as a guideline rather than a standard and enter a performance that the athlete has either achieved or think they are capable of achieving. Performances, either actual or estimated must be provided for all entrants. If a school wishes to enter 4 athletes in the same event (except in the relays exception above) the request needs to be emailed to oe@nzssaa.org.nz with evidence that all have equalled or bettered the standard.

Once entered and saved the entered athletes and relay teams appear in the **Current Entries** section. By selecting the athlete they can be corrected or scratched from a single event by selecting **clear** beside that event or selecting **remove** beside their name if they are scratching from all their events.

Go to the **Payment** section. **Your entries are complete when you have chosen a payment option, produced an invoice (you can print this off for your accounts department) and have 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, generate another invoice and pay for them accordingly.

Please note: Athletes will appear in the confirmed entries list on the website and will be able to compete but will have **unpaid** beside their names until entry fees have been receipted.

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

Scratchings

We will accept scratchings on the forms available at the **Technical Information Centre** up to **ninety minutes** prior to the **start time of the event.** Any scratching applied for after the ninety minute deadline will be considered a scratching from all other events the athlete is entered in unless permission is granted to continue in them by application to the Technical Delegate.

We would very much appreciate scratchings either from single events or from the championships completely as soon as the decision has been made please and preferably by **Tuesday 5 December** by 11.59pm so that the fields are as accurate as possible when we import the information into the results system to determine the heats required and the numbers taking part in field events.

Scratching an athlete in the online entries system is easy. The person managing entries for the school should **login** and go to **current entries.** To scratch an athlete from the entire meeting select **Remove** to the right of the athletes name. To scratch an athlete from a single event/s select the athletes name to open up their entry information window and select **clear** to the left of the event/s they wish to scratch from. The online entries system will not be available for this process after Tuesday 6 December and scratchings will have to be made at the Technical Information Centre when the athlete/s arrive at the venue.

NB: Scratchings are not required for the Road Race unless the team manager plans to substitute a replacement runner. This can be done right up to the time of the race using the scratchings/replacements form provided to managers.

PARA ATHLETE INFORMATION

Information concerning Para Athlete classification is posted separately on the NZSSAA website. This includes the provisional classification forms to be filled out for all athletes intending to enter the championships. Please complete these as soon as possible and email them to Rebecca Foulsham <rebecca@athletics.org.nz> by **10 November.**

ROAD RACE VENUE

The Road Race venue at Canterbury Agriculture Park is a 1k lap around a tar sealed square block. The course is based on internal park roading, and no vehicles will on the circuit. There are two positions for the start/finish area depending on the weather conditions on the day. Both start/finish areas are within walking distance of Nga Puna Wai, with the dry weather one being closer to Nga Puna Wai. Considerable parking at the venue will be available on the day. The course will be setup on Saturday afternoon for athletes to inspect and run around.

Road Race Programme

8.00 am	3000 m	Y9 G
8.20 am	3000 m	Y9 B
8.40 am	4000/2000 m	JG/Para G
9.05 am	4000/2000 m	JB/Para B
9.30 am	4000 m	SG
9.55 am	6000 m	SB

OFFICIALS AND VOLUNTEERS

Graded Officials and Volunteers are welcome to make contact to assist us in delivering successful championships even for part of the time. Officials should sign up via the ANZ officials portal ([2023 NZSSAA Track, Field & Road Championships Officials Application Site \(mygameday.app\)](#)) Registration is likely to be closing soon so please complete that at your earliest opportunity. The LOC is endeavouring to gain funding to offset the accommodation costs for officials from out of town. Forty beds have been booked at the Break Free on Cashel Hotel in the centre of Christchurch. Those wishing to stay in Officials accommodation should contact Bill Grogan Bill.Grogan@canterbury.schoolsport.org.nz to reserve a bed. Volunteers are asked to email Brian Theobald at Brian.Theobald@athleticscanterbury.org.nz

CATERING AVAILABLE

Catering In A Box cateringinbox@gmail.com , the caterers at **Nga Puna Wai Sports Hub Café** have a range of options to present to teams traveling and competing onsite. See a separate document on the website advertising the options they have available.

CHAMPIONSHIPS TEE SHIRTS

Souvenir Tee Shirts and other merchandise will be available for purchase and details will be posted separately on the NZSSAA website.

50TH ANNIVERSARY OF THE TRACK AND FIELD CHAMPIONSHIPS

We will be marking the 50th Anniversary of the Championships with a commemorative badge for all participants and a special medal for all placegetters.

On the Friday evening beginning at 7 00pm there will be a dinner, speeches and socialising opportunity at the **Nga Puna Wai Sports Hub Lounge and Café** for current and former supporters of the Championships including past competitors, coaches, officials and administrators. The likely cost of the occasion will be \$40 per person.

Please email Bill Grogan Bill.Grogan@canterbury.schoolsport.org.nz by November 20 to register your intention of joining us in celebrating this special milestone in our history.

NZSSAA ANNUAL GENERAL MEETING

The AGM will be held in the Nga Puna Wai Sports Hub Lounge for those able to attend at **10:00 am** on Friday 8 December. All affiliated schools are welcome and are encouraged to have their representative attend. The Principal's emailed authorisation to be a voting delegate of the school being represented is to be emailed to the Secretary Ange Russek angelar@stpeters.school.nz prior to the AGM. A delegate may only represent one school. Please submit any Notices of Motion concerning changes to the constitution or competition rules, nominations for Executive positions and recognition of **service to secondary school athletics** for approximately 20 years or more to the Secretary Ange Russek angelar@stpeters.school.nz by **1 November**.

Service award nominations should be accompanied by a brief citation covering the nominated persons service to their school/s athletics community. It is perfectly acceptable for people to nominate themselves for this recognition.

Ngā mihi nui

John Gamblin
LOC Convenor