

# NEW ZEALAND SECONDARY SCHOOLS TRACK, FIELD & ROAD RACE CHAMPIONSHIPS

*Trust Aoraki Athletics SC All Weather Track, Timaru*  
*6, 7, 8 December 2024*

## NEWSLETTER #2

7 October 2024

*Nau mai, haere mai, tēnā koutou, tēnā koutou, tēnā koutou katoa.*

*Welcome to the second newsletter for the 2024 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 6th December 2024 at 12.00 pm** at the **Trust Aoraki All Weather Track, Aorangi Park, Timaru** and being completed at approximately **5.00pm on Sunday 8th December**.

The Road Race Championships will be held at Caroline Bay, Timaru **on Sunday from 8.00 am until 11.00 am**.

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.
- **14 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.
- **18 November** Entries close. Late entries accepted for an additional \$10 per athlete providing space is available in desired event/s until December 4.
- **26 November** Newsletter #3 available on NZSSAA website and Facebook pages.
- **3 December** Online scratchings close at 11.59 pm. Thereafter scratchings need to be done through the **Technical Information Centre (TIC)** past the finish line (not in the grandstand) 90minutes prior to the scheduled time of the event.
- **5 December 2pm to 6pm** venue open for inspection and light training.
- **5 December 3pm to 6pm** Managers packs available at the **TIC** and from **9 am 6 December onwards as required at gate entrance**.
- **6-8 December** Track and Field Championships at Trust Aoraki Athletics SC All Weather Track, Timaru.
- **8 December** Road Race Championships at Caroline Bay, Timaru.
- **8 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 2024
- Junior - Under 16 as at 31 December 2024 (born on or after 1 January 2009)
- Senior - Under 20 as at 31 December 2024 (born between 1 January 2005 and 31 December 2008)
- Year 9 Road Race only - Runners must be in Year 9 and under 15 as at 31 December 2024 (born on or after 1 January 2010). A runner can compete in the Year 9 race once only.
- Para Athletes - Junior – Under 17 (born on or after 1 January 2008). Senior as above except the senior age for ORS funded students is under 22 on 31 December 2024. Contact [oe@nzssaa.org.nz](mailto: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 18 November 2024**. The website will be **open for entries from 14 October 2024 and will close on 18 November 2024 at midnight**.

## AFFILIATION

The Association collects school affiliation fees with entries. Schools that did not have competitors at the Cross-Country Championships in Christchurch 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:

- \$30.00 - one or two events (including the road race)
- \$40.00 - three or more events
- \$15.00 - relay only competitors

**Do not be late with your entries.** After November 18 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](mailto:oe@nzssaa.org.nz). **No late entries will be accepted after 12 noon on Wednesday 4 December.**

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

1	Visit <a href="http://entries.co.nz/o/nzsstfrr2024/">http://entries.co.nz/o/nzsstfrr2024/</a> 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](mailto: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 through the portal 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](mailto:oe@nzssaa.org.nz) please.

## SCRATCHINGS

**Scratching an athlete prior to 11.59pm on Tuesday 3<sup>rd</sup> December** is easy in the online entries system. 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 athlete's 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 3<sup>rd</sup> December and scratchings will have to be made at the Technical Information Centre when the athlete/s arrive at the venue.

We will accept scratchings on the forms available at the **Technical Information Centre** up to **90 minutes** prior to the **start time of the event**. Any scratching applied for after the 90 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 11.59pm on Tuesday 3 December** 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.

**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](mailto:rebecca@athletics.org.nz)> **by 18<sup>th</sup> November** at the latest.

## ROAD RACE VENUE

The Road Race is to be held at Caroline Bay and is run totally within the grounds. See maps on NZSSAA event page.

The course is 5k from the Athletic Track. Most parking will be in the main carpark at the north end of Caroline Bay.

Access this by turning off State Highway One (Evans Street) onto Te Weka Street and then right into Virtue Avenue. Some parking may also be found at the south and east of the course on side roads.

Due to the tightness of the course, care will need to be taken by all competitors at the start and on the many corners.

It is planned that the Para athletes will start two minutes after each Junior race at a start line closer to the finish line, so they complete exactly 2000m. A final decision on where and when they start will be made by the Referee once entries close and this will be advised in the next newsletter.

## ROAD RACE PROGRAMME

8.00 am	3000 m (3.040 m)	Y9 G	1 small lap, then 1 large lap, then finish straight
8.20 am	3000 m (3.040 m)	Y9 B	1 small lap, then 1 large lap, then finish straight
8.40 am	4000 m (4.010 m)	JG	2 small laps, then 1 large lap, then finish straight
8.42am – different start line	2000 m (2.000 m)	Para G	2 small laps, then finish straight
9.05 am	4000 m (4.010 m)	JB	2 small laps, then 1 large lap, then finish straight
9.07am – different start line	2000 m (2.000 m)	Para B	2 small laps, then finish straight
9.30 am	4000 m (4.010 m)	SG	2 small laps, then 1 large lap, then finish straight
9.55 am	6000 m (5.800 m)	SB	2 small laps, then 2 large laps, then finish straight

## 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

<https://regoform.mygameday.app/#/event/registration-form/2024nzssaafandroadracechamps/>

Volunteers are asked to email Reg Brockett [ra.rm.brockett@gmail.com](mailto:ra.rm.brockett@gmail.com) or Amanda Everett

[Amanda.Everett@sportcanterbury.org.nz](mailto:Amanda.Everett@sportcanterbury.org.nz) The LOC is has gained funding to offset the accommodation costs for officials from out of town. Thirty-six beds have been booked at Timaru Boys High Hostel (twin beds per room with shared bathroom facilities) and further accommodation has been booked at motels in Geraldine for couples. Those wishing to stay in Officials accommodation should indicate on the Officials Portal or contact Reg Brockett [ra.rm.brockett@gmail.com](mailto:ra.rm.brockett@gmail.com) Those who are flying into Timaru Airport and require transportation to their accommodation or the Track should also contact Reg Brockett.

## FOOD COURT

There are Food Caravans and coffee cars on site in the food Court just inside the main gates for teams traveling and competing onsite. There is also a dairy within 400m of Aorangi Park.

## SPECTATOR ENTRY FEE

\$5 for Friday Afternoon, \$10 for Saturday or Sunday or \$20 for 3 day pass. School Age and pre-school children free.

## CHAMPIONSHIPS TEE SHIRTS

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

Ngā mihi nui

Helen Mackle  
LOC Convenor