

**NEW ZEALAND CHILDRENS ATHLETIC ASSOCIATION  
INCORPORATED**

**6**

**EASTER  
INTER-PROVINCIAL  
MEETING**

## **INDEX**

### **Section 1 - Notes for Guidance**

- (a) General
- (b) Finance
- (c) Programme
- (d) Communication
- (e) Accommodation
- (f) Sunday Night Function

### **Section 2 - Meeting Requirements**

- (a) Facilities
- (b) Officials
- (c) Team Packs
- (d) Managers Meeting
- (e) Recording Facilities and Procedures

### **Section 3 - Meeting Rules**

- (a) General
- (b) Track Entries
- (c) Field Points
- (d) Team Officials in Arena
- (e) Protests and Appeals
- (f) Prohibited Equipment and Activities
- (g) Relays
- (h) Other Provisions – Track
- (i) Other Provisions - Field

## SECTION 1: NOTES FOR GUIDANCE

### (a) General

- (i)
  - (1) This Meeting is to be known as the New Zealand Children's Athletic Association Inter-Provincial Teams Meeting.
  - (2) The venue for this Meeting, held each year, will be decided at the New Zealand Children's Athletic Association Annual General Meeting, at least two years in advance. The Meeting will be held using the following rotation: - the North Island for two years, followed by the South Island for one year.
  - (3) Competition is to be over two full days, these being the Saturday and Sunday of the Easter weekend.
  - (4) All Centres affiliated to the New Zealand Children's Athletic Association shall of right be able to enter one team at the Meeting. In addition, the Auckland Centre shall have the right to enter a second team under the name of Auckland Counties Manukau. If any other Centre wishes to enter a second team a request must be made to the Host Centre at the Annual General Meeting prior and acceptance will depend on the ability of the Host Centre to accommodate the extra team, both for accommodation and at competition.
- (ii) A Team consists of 44 athletes (maximum), 11 Girls (maximum) 11 Boys (maximum), from both Grades 12 and 13 - the Grades being as set out in Rule 2(c) of the New Zealand Children's Athletic Association Competition By-Laws. Part teams are acceptable entries.
- (iii) The maximum team party is 52.
- (iv) One Overall Team Manager is required to be named to facilitate contact for the Host Centre and Meeting Manager.
- (v) When a mixed gender team is selected there must be at least one female and one male Team Manager appointed.
- (vi) Having regard to team size and make-up there should be a balance of female and male Team Managers appointed.
- (vii) The Host Centres responsibility in liaison with the New Zealand Children's Athletic Associations Competitions Committee includes:
  - (1) Overall planning and organisation
  - (2) Accommodation and meals on an equalisation basis
  - (3) Local transport
  - (4) Managers Meeting
  - (5) Meeting Officials
  - (6) Meeting Management
  - (7) Meals for Officials at the meeting
  - (8) Communication with Centres
  - (9) Arrangements for team photographs (if required) for visiting teams
  - (10) Sunday night function
  - (11) NZCAA Executive Meeting venue (Monday 9.00am to 12.30pm)
- (viii) To check progress during the lead up to and immediately after the Inter-Provincial Meeting the LOC and the NZCAA Competitions Committee shall use the Report Template supplied by the Competitions Committee. The first Report from the LOC will be due back to the Competitions Committee by the end of June, followed a week later by the report from the Competitions Committee. The Combined Reports are then circulated back to the LOC and to the NZCAA Administration Committee and Competitions Committee Members by the end of the first week following. This process is to be repeated each month until all matters are complete, reports written and the financials are audited.

### (b) Finance

- (i) There are two options regarding the way funding the organisation and provisioning, of the Meeting, outside those cost paid by the participant's contributions, are handled.

#### Option 1

If NZCAA finds a major Sponsor, any sponsorship funds would be paid into the NZCAA General Account and approved accounts would be paid by the NZCAA Treasurer. In this scenario, it is probable that the Local Organising Committee (LOC) would need to obtain extra local sponsorship (not conflicting the NZCAA Sponsorship) to pay for items such as ground facilities and equipment. Any sponsorship gained by the LOC is to be paid into the account being operated by the LOC, and approved accounts to be paid by the Local Children's Committee Treasurer or the LOC Treasurer as appointed.

#### Option 2.

If the Local Children's Athletic Committee raises the majority of the sponsorship to conduct these Games those funds shall be held in a special Account opened by the Centres Children's Committee and approved Accounts be paid by the Centre Children's Committee Treasurer or the LOC Treasurer as appointed.

There may also be the need for NZCAA to seek extra Sponsorship or Grants, not in conflict with LOC Sponsorship, for specific cost items after discussion with the LOC.

In both options, ongoing communication between the LOC and NZCAA is Critical. A clear understanding from an early stage is necessary, of what each Committee is responsible for and has to do. To facilitate this, a Report Template has been designed and becomes the basis of NZCAA/LOC communication – this will allow the Competition Committee to report to the NZCAA President and Executive. See 1 (8) General above for further details.

- (ii) Accommodation and meals shall be costed on an equalisation basis to cover the period from Thursday evening dinner to Monday morning breakfast.  
An adjustment shall be made for a team staying less or more than the time specified above.
- (iii) When preparing a budget for the meeting, budget on a full team being 48 – not 52.
- (iv) It is recommended that Host Centres build in a contingency of \$5 per team member (including Managers). It is also recommended that host Centres build into their costing a sum (suggested \$2000) as a fund to cover Insurance Excess on any damage at accommodation venues.
- (v) The Easter Executive Meeting expenses are to be met by NZCAA (e.g. meeting room hire, morning tea and lunch).
- (vi) Prior to the costs being sent to Centres, a budget must be submitted to the Administration Committee. This budget is to be prepared by the Competitions Committee and LOC. The input from each Committee will depend on which of Option 1 or 2 is being used.
- (vii) A "Draft Estimate" of costs may be given to the Delegates NZCAA AGM in August, however, the accurate details SHALL be sent to the Secretaries of the Centres Children's Athletic Committees as required in section (d) below of these Notes for Guidance.
- (viii) Money collected for programmes and souvenir tee shirts must be paid directly to the NZCAA Treasurer for banking into the NZCAA General Account as soon as possible after the Meeting if Option 1 above is used.
- (ix) The Host Centre shall produce a set of accounts of the weekends financial activities as soon as possible after Easter and present a review audited set of accounts to the NZCAA at the Annual General Meeting following. Any surplus made is to be returned to the NZCAA at the Annual General Meeting.
- (x) If there is a substantial surplus, a recommendation to return a portion of the surplus to the competing Centres should be brought to the Annual General Meeting by the Host Centre.
- (xi) The NZCAA may, by resolution at its Annual General Meeting, make up any part of any loss a Host Centre may sustain from running the Inter-Provincial Meeting and the weekends associated activities.

#### **(c) Programme**

The entry processing and the Meeting Programme is the responsibility of NZCAA. All entries and other forms will be sent via email only

The NZCAA Competition Committee will, in early February, email out an electronic copy of the entry forms along with an Explanatory Notice to each Centre/Team contact as supplied by the Host Centre.

The NZCAA Competitions Committee will also email out with the entry forms copies of a Form requesting Team Management Names, Travel Arrangements, T Shirt orders, Photo Orders and Programme Orders. Along with a

specific reminder of the Closing Date for all forms. These must be returned via email to the Host LOC, The person looking after the processing of entries and to [competitions@nzchildrensathletics.co.nz](mailto:competitions@nzchildrensathletics.co.nz) .

Failure to return all these forms correctly and fully completed to the above mention people by the closing date and time (**which is 16 days prior to the Managers Meeting at 7.30pm**) will result in a penalty of 1000 points per 24 hours or part thereof for each period they are late, incomplete or incorrect.

Copies of 4x100m and Medley Relay Confirmation Sheets will be available to the Team Manager from the Control Room no later than 9.00am on the Sunday morning

The NZCAA Competitions Committee shall arrange the supply to the NZCAA Webmaster, a copy of the Draft Programme to be placed on the NZCAA Website in February. This will be up-dated with the Final Timed Programme sent to the NZCAA Webmaster at the same time as it is supplied to the Printer.

It is the Host Centres responsibility to supply, via the Convenor of the Competitions Committee, the Printer with the Programme Cover design (this is generally adapted from the Souvenir T Shirt Design), the Message from the Organising Committee, names of the Organising Committee, Officers of NZCAA, Weekend Programme Outline, Meeting Officials (full list) and any local acknowledgments and advertisements. Also the Message from a Sponsor of the Meeting if the LOC arranged sponsorship.

It is the NZCAA Competition Committee's responsibility to arrange a Message from a Sponsor (if arranged by that Committee) and the NZCAA President, and to supply these to the Printer.

#### **(d) Communications**

Formal notification of a forthcoming Inter-Provincial Meeting, shall be given by a notice, sent to each affiliated Centre. This Notice shall reach each affiliated Centres Children's Committee Secretary by 31st October.

- (i) This notice shall include:
  - (1) Date of Meeting
  - (2) Venue
  - (3) Request for confirmation of Team Entry
  - (4) Request for indication of probable travel arrangements
  - (5) Request for early indication of possible special food requirements (including cooked breakfasts etc.)
  - (6) Every endeavour should be made to include details of costings for accommodation and bus hire (if applicable) along with two or three quotations for each, to enable Centres to put in applications for funding to Gaming Trusts etc.
- (ii) Confirmation of entry shall be notified to the Host Centre by 30th November, together with the name of the contact person to whom future Inter-Provincial correspondence is to be directed. Should confirmation of entry not be received by 30th November from any one of the Centres, then an attempt be made to contact the Centres Childrens Committee by telephone.
- (iii) A second notice shall be sent to all Centres which have confirmed entry to the Meeting by way of clause (d ii)
  - (1) This notice shall be sent to each confirmed Centres nominated contact 7 weeks before the date of the Managers Meeting. At this time, forward a copy of this Notice to the NZCAA Competition Committee Convenor.
  - (2) This notice shall include the following:
    - (a) Dates of Meeting
    - (b) Venue
    - (c) Team accommodation
    - (d) Teams Liaison Officer
    - (e) Cost per head
      - (i) Athletes (GST inclusive)
      - (ii) Managers (Sundries not included—GST inclusive)
      - (iii) Notification if the Host Centre is GST registered
    - (f) Information on what team members need to bring to the accommodation

- (g) Details of arrangements, including cost, for team photograph if required by visiting team
  - (h) Cost and size range of tee shirts and request for tee shirt orders for team members and team officials
  - (i) Details of type of spike allowed on track surface (and high jump fan if different from the track)
  - (j) Notification of whether athletes own blocks are allowed, and if so, what type of block spikes are acceptable.
  - (k) Notification of distance of standard long jump board from the front edge of the long jump pit.
  - (l) Date, time and venue of Managers Meeting
  - (m) Time, venue and type of Sunday night function
  - (n) Request for officials, if Host Centre requires assistance
  - (o) Date, time and venue of New Zealand Children's Athletic Association Easter Executive Meeting
- (iv) A copy of the draft programme text is to be emailed to the Team Contact not less than 24 hours before it is being sent to the printer. Corrections to be emailed back to the Sender within 24 hours of receiving the copy. Any comments not received in time for the above to take place, will be brought to the Managers Meeting. To save time at the Managers Meeting, it is suggested these be in written form and given out at the Meeting.
  - (v) Full results of the meeting, shall be handed out to Team Managers by the Control Room Manager at the Sunday Night Function after the Presentations are completed. If for any reason this does not happen, a full set of results shall be mailed to the Team Manager of each Team within 2 weeks of the completion of the meeting by the LOC Secretary.
  - (vi) The Host Centre's Organising Committee Chairperson, Secretary, Treasurer and Meeting Manager are to be present at the NZCAA Executive Meeting on the Monday following the Inter-Provincial Meeting.
  - (vii) The Host Centre shall report in writing on all facets of the weekend's activities at the Annual General Meeting following. A review audited set of accounts shall be presented. Included in this report shall be any recommendations the Host Centre feels would be beneficial to the conduct of future meetings. This report to reach the NZCAA Secretary by the end of June to allow it to be incorporated into the AGM Booklet.

#### **(e) Accommodation and Meals**

- (i) Types of accommodation will vary from venue to venue and must be left to the Host Centre's Organising Committee to plan and arrange to the best of their ability.
- (ii) Types of accommodation used so far have been:
  - (1) Camp style at schools, halls, maraes
  - (2) Motor camp cabins
  - (3) Hostels
- (iii) All Teams (including the Host Centre's Team), must stay as a team in accommodation arranged by the Host Centre.
- (iv) As set out in 1(b) Finance (ii), accommodation and meals shall be costed on an equalisation basis to cover the period from Thursday evening dinner to Monday morning breakfast, with adjustments made for a Teams staying less or more than the time than these times. The meals are to include dinners, lunches and breakfasts. The food should be wholesome and suitable for often hungry children of these ages. Guidelines are available on request from the NZCAA Competitions Committee. Breakfasts – full cooked breakfasts are not necessary, but there should be one hot item. E.g. baked beans or spaghetti available on the two competition days.

#### **(f) Sunday Night Function**

- (i) A function shall be arranged for the Sunday evening commencing at 7.30pm.
- (ii) The format is to be the responsibility of the Host Centre, but is to include the Presentation Ceremony for the weekend's competition. The Officers of NZCAA, NZCAA Life Members and Local Organising Committee Members can be involved in the Presentation Ceremony. If the meeting has attracted any sponsorship, a Representative should be invited to participate.
- (iii) Suggested entertainment for the Meeting is a disco and a video suitable for the competitors' age groups.

- (iv) Adequate space should be provided for the numbers likely to attend.
- (v) The Host Centre must organise adequate supervision at the function, and Team Management are to be prepared to help provide supervision on rostered basis.
- (vi) Facilities must be provided for the children to buy, at least, bottled water and potato chips.
- (vii) A separate area should be available for the adults to meet socially, with a light supper provided for Team Management and Officials, but not for parents of Team Members who attend the presentation function. This function may be a BYO function—this will depend on the ownership and type of facilities available at the venue the function is held at.

## SECTION 2: MEETING REQUIREMENTS

### (a) Facilities

- (i) Inter-Provincial Meetings are to be held on all weather tracks with a minimum of eight sprint lanes and eight circular lanes.
- (ii) Adequate standard equipment is to be provided by the Host Centre.
- (iii) Score boards and field indicator boards, if available, are to be used.
- (iv) See Section 2(e)(i)(1) for details of the facilities required for the Control Room and Team Scrutineers.

### (b) Officials

- (i) A full complement of competent officials is to be provided by the Host Centre, but if it is necessary, the Host Centre should in conjunction with the NZCAA Competitions Committee, bring in suitable key officials for senior roles from outside the Centre. The Host LOC should budget to provide funds to help pay costs for such Officials.

A list of Key Officials down to “Chiefs” should be submitted to the NZCAA Competitions Committee for approval.

- (ii) Officials required: -

Competition Director

Meeting Manager

Note: It is recommended that either the Competition Director or the Meeting Manager be a local Official.

Technical Manager

Jury of Appeal Note: The Competition Director shall not be on the Jury of Appeal

Chief Track Referee

(2) Track Referees (Referees to rotate Start Referee position)

Chief Track Umpire

Track Umpires (6)

Track Judges/Recorders(2) (if a head on camera is not being used)

Starters (3)

Starters Assistant

Call Room Marshall

Assistant Marshalls (2)

Field Referees (2/3)

Chief Judge High Jump (2)

High Jump Officials (6)

Chief Judge Long Jump (2)

Long Jump Officials (8)(2 of these are Wind Gauge Operators)

Chief Judge Shot Put (2)

Shot Put Officials (8)

(This depends if 2<sup>nd</sup> Shot Circle needed - NZCAA Competitions Committee will advise)

Chief Judge Discus (2)

Discus Officials (8)

Indicator Board Operators (if equipment available)

Runners (20 - 30)

Meeting Announcer (If Radio Microphone is available, the Competition Director can act as Meeting Announcer)

Manager, Electronic Timing & Staff – Liaise with NZCAA Competition Committee

- (iii) A three person (minimum) Jury of Appeal shall be appointed. The Competition Director, Meeting Manager and any Team Managers may not be appointed to the jury.
- (iv) It is good practice to appoint Officials to organise the March Past at the beginning of Day 1 – make a decision on the order of Teams in the March Past and ensure that those Officials organising the March Past and the Announcer are informed.

**(c) Team Packs**

- (i) The Team Pack should contain:-
  - (1) The Teams competition numbers  
These numbers retained by the athletes as Souvenirs
  - (2) Team Officials Ribbons - 2 Pink, 6 Green (Maximum)
  - (3) Programmes as ordered by team
  - (4) Souvenir Tee Shirts as ordered by team
- (ii) The Team packs are to be given to the Team Manager as soon as possible after the Team arrives at their accommodation, either by the Liaison Officer or a Member of the Organising Committee.

**(d) Managers Meeting**

- (i) This meeting shall be held at 7.30pm or at a suitable time, allowing for team arrivals, on the Friday evening, at a suitable venue.
- (ii) This Meeting shall be conducted by the Competition Director. The NZCAA President and Secretary should be in attendance.
- (iii) The following officials from the Host Centre, whose presence at this meeting is considered essential, are:
  - (1) Competition Director
  - (2) Technical Manager
  - (3) Track Referees
  - (4) Field Referees
  - (5) Organising Committee Secretary
  - (6) Organising Committee Treasurer
  - (7) Chief, Electronic Timing
  - (8) Chief Recorder
  - (9) Meeting Announcer
  - (10) Call Room Chief Marshall
  - (11) Each team should have a minimum of the Team Manager and one other Team Official present at this meeting
- (iv) The business of the Meeting is:
  - (1) To fully acquaint the Team Managers of all the meeting arrangements and details.
  - (2) For the teams (not already paid) to pay to the Organising Committee Treasurer the pre-set costs per team member. Payment must be made **for all Team Members** named on the Official Entry Forms received by the Competitions Committee 16 days prior to the date of the Managers Meeting.
  - (3) To receive late changes to team entries, these being of a minor nature, caused by typing or printing errors
- (v) The Competition Rules of the Inter-Provincial meeting as set down in this document shall not be amended at the Managers Meeting, unless a change is recommended by the Host Centre's Meeting Manager and agreed to by the appropriate Referee. Any proposed change to be due to local conditions and to be considered essential to the smooth conduct of the Meeting.
- (vi) The following question will be asked of each team manager by the meeting manager - "Is your team entered according to the Rules of the Inter-Provincial Meeting as set down by the NZCAA."

**(e) Recording Facilities and Procedures**

- (i) Facilities Chief Recorder

A table/bench with chair, complete with power, a network connection to the Meet Manager System, a printer and a photocopier.

#### Scoring Team 1

A table/bench with 2 chairs complete with power and a printer. (This can be the same printer as provided for the Chief Recorder if network capable)

#### Scoring Team 2

A table/bench with 2 chairs complete with power.

If possible, it would be desirable that the two Recorder teams be separated in a larger room.

#### (ii) Meeting Management and Scoring

The Meeting is managed using the Meet Manager Programme

The Electronic Scoring Programme is loaded onto the computers used by the No 1 and No 2 Scoring Teams. This programme has the NZCAA Scoring Tables loaded into it and allows the scoring of all Events competed for at the Interprovincial Meeting.

The Chief Recorder and the No 1 Scoring Team leader will be provided by NZCAA, with the No 1 Scoring Team Assistant and the No 2 Scoring Team Leader and Assistant to be provided by the LOC. If the LOC cannot provide Officials for the scoring area, please advise NZCAA as soon as possible, so that help can be organised. Please note that the No 2 Scoring Team Leader must be very competent at using the Excel Programme.

### SECTION 3: MEETING RULES

#### (a) General

Competition Numbers: Each athlete will be issued with one competition number to be worn on the front of the uniform top. The Meeting Sponsor's name (if any) and the number must be clearly visible.

The numbers will be issued thus:

Auckland	100-143
Canterbury	150-193
Counties Manukau	200-243
Hawkes Bay Gisborne	250-293
Manawatu Wanganui	300-343
Northland	350-393
Otago	400-443
Southland	450-493
Taranaki	500-543
Tasman	550-593
Waikato Bay of Plenty	600-643
Wellington (666 not used)	650-694
Auckland	AKL
Canterbury	CAN
Counties Manukau	CMA
Hawkes Bay Gisborne	HBG
Manawatu Wanganui	MWA
Northland	NTH
Otago	OTG
Southland	STH
Taranaki	TAR
Tasman	TAS
Waikato Bay of Plenty	WBP
Wellington	WLG

## List of Events: Grade 12 and 13 Boys and Girls

100m Long Jump  
200m High Jump  
400m Shot Put  
800m Discus Throw  
1500m  
80m Hurdles  
4 x 100m Relays  
4 x 100m Composite Relays  
(Grade 12 Girl, Grade 13 Girl, Grade 12 Boy, and Grade 13 Boy run in any order)  
Medley Relays  
4 x 100m Relay (for athletes not involved in scoring relays)  
Officials Relay (2 x 50m Women, 2 x 100m Men)

### (b) Entries

- (i) All team entry forms must be filled in, in alphabetical order, fully completed correctly and must be received by the identified people 16 days prior to the Managers Meeting ( see section 1.C for “identified people” and noncompliance penalties)
- (ii) A team with 8 or more athletes in a grade must have minimum of two competitors in each event, It shall be the responsibility of each individual Centre to see that this rule is complied with. The penalty for noncompliance will be the deduction of 500 points per number of places not filled.
- (iii) Each team member must only be entered in four individual events and must compete in one of the following combination of events:
  - 3 Track plus 1 Field
  - 2 Track plus 2 Field
  - 1 Track plus 3 Field
- (iv) It is the responsibility of each Centre to ensure this requirement is complied with. The penalty for non-compliance will be the deduction of 1000 points per offence.
- (v) A 50 point team penalty will be made for each individual event change request\* after the entries closing date and time (see section 1.C for exact times), except in exceptional circumstances or if it can be shown that it was not a Team error
- (vi) A 500 point team penalty will be made for each substitute Athlete change request\* after the entries closing date and time (see section 1.C for exact times), except in exceptional circumstances.  
After the closing (see section 1.C for exact times), of entries, substitute athletes can only be entered into the events of the athlete they are replacing. No individual event changes will be considered for these athletes.
- (vii) Once competition has begun a competitor who is not capable, due to injury or sickness, of further competition, the Team Manager of the team concerned shall notify the Competition Director.

\*Requests for individual event or substitute athletes’ changes to avoid these penalties must be made via email to [competitions@nzchildrensathletics.co.nz](mailto:competitions@nzchildrensathletics.co.nz) outlining the circumstances. Please note a request for change on medical grounds may require a medical certificate.

### (c) Points:

The NZCAA Inter-Provincial Scoring Table Booklet (electronic) is used to score all events. Note that an additional 50 points shall be added to the points for Grade 12 Girls Shot and Grade 13 Girls Discus.  
All athletes individual events are scored from the above noted tables. For those teams which have 11 athletes in any section, the lowest individual aggregate score is deducted from the section total before adding the aggregate relay score.

### (d) Team Officials in Arena

Each team shall be permitted to have two Team Officials inside the arena at any one time. Such Officials shall be identified by a different coloured 'Team Official' ribbon. These officials may be inter changed from time to time. Team Officials, when on the arena, may check that their athletes have reported into their events and in the event of sudden inclement weather, they may ensure that their athletes have protective clothing. At all other times, all Team Officials should remain outside the arena. The use of walkie-talkie radios or cell phones by Team Officials, within the arena, is banned.

**(e) Protests and Appeals**

Protests and queries, in the first instance, should be discussed by Team Managers with the appropriate Referee or the Competition Director. If the explanation given or action taken does not satisfy the Team Manager, then he or she may lodge a formal Appeal.

Appeals will only be accepted from Team Managers. Appeals must be in writing, setting out the details and grounds for the protest and must be accompanied by a \$20 fee. This fee will be forfeited if the Appeal is not upheld. A standard Appeal form is available from the Control Room. A written Appeal must be conveyed to the Competition Director within 30 minutes after the results have been posted.

**(f) Prohibited Equipment and Activities**

The possession and/or use of any walkie/talkie radio, cell phone or any other electronic device by an athlete within the arena is prohibited. On detection, the Event Chief shall confiscate the offending item and hand it to the Competition Director who will pass it onto the Team Manager, along with a warning that the offending athlete will be disqualified at an event for any repeat offence. Additionally, all cell phones are to be handed to team managers prior to entering the venue of the prize giving. The following practices are NOT permitted at this meeting. Use of cow bells, vuvuzellas or other similar noise making devices, face paint, the haka at the opening ceremony or during the meeting and the removal of tops by any athlete within the arena.

**(g) Relays**

All Relays are not drawn until the Relay Confirmation Sheets are received in the Control Room at 11.00am on the Sunday.

The order of running, and for the medley relays, the order of legs to be run, are declared on the Relay Confirmation Sheets. Failure to comply with the declared orders will attract disqualification. Late changes to these orders may be made up to 1 hour before the Event Start Time without penalty.

A timed relay program will be made available to Team Managers shortly after confirmations have closed

The following extra provisions apply to relays: -

- (i) An athlete may not compete in more than one relay,
- (ii) An athlete may not compete outside his/her grade except to go up one grade to make up a relay team in a part team. Any dispensation is at the discretion of the Competition Director.

**(h) Other Provisions - Track**

- (i) If hand timing with digital watches reading to 1/100 second is used in a backup situation, times must be adjusted to the next full 1/10 second.
- (ii) 800m Races: These must be run from a staggered start and in lanes as far as the first bend. The preferable maximum in a race is one per lane, however, if when dividing the entries up into divisions, an odd athlete has to double up in a lane, this is considered acceptable.
- (iii) 1500m Races: The number allowed in divisions of 1500m races is generally limited to 20. But can be increased at the discretion of the Competitions Committee
- (iv) Starting: As set down in I.A.A.F. Rules. At the start of medley relays, any athlete running an 800m first leg, starts from a standing position. A set is called for the sprinters in the field.
- (v) Any athlete responsible for a false start shall be warned. Only one false start per race shall be allowed without the disqualification of the athlete(s) responsible for the false start. Any athlete(s) responsible for further false starts in the race shall be disqualified

- (vi) Where the Track Referee rules a disqualification for any infringement, the athlete's Team Manager is to be informed of such disqualification in the first instance, by the Track Referee as soon as practical.
- (vii) Refer to the Track and Field Guidelines of the NZCAA for further Rules applicable to track events.

**(i) Other Provisions - Field**

- (i) Refer to the General Rules of the NZCAA for Rules applicable to field events.
- (ii) No penalty to be incurred in the Shot, Discus and Long Jump by any athlete returning to a field event after competing in a track event.
- (iii) Only implements supplied by the Meeting Organising Committee will be allowed in the competition.

**(iv) High Jump:**

- (1) Entries for each High Jump shall be divided into two divisions. Both divisions for each Grade shall compete at the same time, have a similar number in each division. Where entries are below 24 athletes entered this requirement may be waived
- (2) The following sequence of lifts shall be used; At least the First Two Lifts - 5cm.
- (3) Subsequent Lifts - 3cm.
- (3) That the starting heights for both divisions shall be: -

Grade 12	Girls	1.15m	Boys	1.20m
Grade 13	Girls	1.20m	Boys	1.25m

but with the provision that less confident athletes be offered the dispensation of a maximum of 10cm lower starting height, with 2 lifts of 5cm to arrive at the standard starting height. The proposed starting height for each athlete is to be noted on the entry form by the Team Manager/Selector.

**(v) Long Jump:**

When the fixed take-off board is further than 2.5m from the nearer end of the jumping pit, a temporary chalk take-off mark (200mm wide) shall be established at 2m from the nearer end of the jumping pit. Prior to the commencement of the event, an athlete must notify the Chief Judge if she/he wishes to use the temporary mark. The event recorder will note this request against the athlete's name on the recording sheet.

The athlete must then use that mark for all competition jumps at the event.

Non notification is to be taken by the Chief Judge that the athlete will use the standard board.