



IGSA Sport 2025 Cross Country Rules and Guidelines

Date	Event
9 May 2025	IGSA Sport Cross Country entries – to be submitted in excel spread sheet by 8am
14 May 2025	IGSA Sport Cross Country entries – change sheet due by 8 am
16 May 2025	IGSA Sport Annual Cross Country Carnival – Frensham
23 May 2025	IGSA Sport Annual Cross Country Carnival – Frensham BACK UP DATE
26 May 2025	IGSA Sport Cross Country feedback forms due
28 May 2025	IGSA Sport Cross Country post-season meeting, 10:30am via Zoom
3 June 2025	NSWCIS Cross Country team entries due
12 June 2025	NSWCIS Cross Country Carnival, SIEC (Horsley Park)
22 July 2025	NSW All Schools Cross Country, SIEC (Horsley Park)

Important IGSA Sport Cross Country Contacts

Convener & NSWCIS Representative	Cameron Morrissey, Danebank
Representative Team Managers	TBC
	Lisa Thompson, SCEGGS
	Elyse Harmanis, St Vincent's College

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Trading as Independent Girls' Schools (IGSA)
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IGSA Sport Cross Country Carnival

Friday 16 May 2025

- Venue:** Frensham School, Range Rd, Mittagong.
Take the Old Hume Highway to Fitzroy St (at the Grand Country Lodge). Turn left into Range Rd, go over the bridge, and at the roundabout, take the 2nd exit (go straight).
- Duties:** See officials duty list (page 6).
- Eligibility:** Athletes may only enter and run in their correct age group.
- Age:** As at December 31 of that year.
- Sections:** Each school should enter eight (8) students per section. All athletes must run in the correct age group.

Approximate Timing:

All times are approximate and may be altered on the day if running ahead or behind schedule.

8.30 am	Walk the Course (8.30 am 3km/6km, 8.40 am 4km)	
9.30 am	11-12 Years & Multiclass event (all ages)	3km
10.00 am	13 Years	3km
10.30 am	14 Years	4km
11.00 am	15 Years	4km
11.30 am	16 Years	4km
12.00 noon	17 Years	4km
12.30 pm	18-19 Years	6km
1.30 pm	Finish	

There will be a compulsory meeting for all **check point marshals at 8.00am**. Check point marshals must be ready to go on the walk the course at 8:30am. They will be in position from this time.

- Entry Changes:** Team changes only to be submitted on the "In / Out change sheet" by 8am on the Wednesday of the week of the carnival. From then, until the day of the carnival, only one change can be made prior to 8am, accompanied by a letter/email from the Head / Director of Sport (ASAP).

General Information

- ✓ All students are to compete in their regulation school athletics uniform.
- ✓ Students must report to the start line 10 minutes prior to their event.
- ✓ Each student will be issued with a unique timing bib which they must attach to the front of their running shirt with the included pins.
- ✓ All students must run in their correct age group.
- ✗ **No spikes are to be worn.**
- ✗ **No phones, ear buds/phones or similar are to be used during the event.**

All competitors are expected to know the IGSA Sport cross country course. Each competitor must walk the course in the morning and speak to school staff if any part of the course appears unclear. No special consideration for the carnival point score, or IGSA Sport representative team, will be given to a student who is at fault of running the wrong course or doesn't follow course directions.

Start Line Management

Each school is allocated a start line position for each age group. Starting positions are rotated for each age group in each year of competition; some schools may share positions dependent on entry numbers.

Finish Line Management

There will be timing mats at the finish line that officially record the time of the athlete as they pass over the finish line. Their time is not recorded until they pass the finish line. Official finishing places are determined by the timing system.

Athletes are to leave the finish area as soon as possible after they have finished the race to keep the finish area free.

Results

The first three competitors per school are used to calculate the team's point score. If a school has no runners, or only 1 or 2 runners, they are awarded the last place + one to make up the result. E.g. 60 runners in race then a school with no runners would be allocated 3 X 61 points = 183; a school with 2 runners would get 61 + the place points for the students that finished. The team with the lowest points is the winner for that particular age group.

An overall school point score will be tallied. The school with the lowest point score will be awarded the Champion School trophy.

Protests

Any protest must be lodged in writing immediately after the race. Protests may only be lodged by Heads / Directors of Sport. All protests will be heard by the IGSA Sport staff, the IGSA Sport Cross Country Conveners and Head / Director of Sport from the school involved. The decision will be made during the carnival.

Medals and Trophies

Trophies

All trophies are to be returned on the day of the carnival – CLEANED and ENGRAVED.

School Champion

Most Improved

(Donated by St Catherine's School)

Pymble Ladies' College

Kincoppal – Rose Bay

Medals

Medals will be presented on the day to the following;

- Individuals placing 1st, 2nd & 3rd
- Teams placing 1st, 2nd & 3rd (calculated from the highest 3 individual placings from that school).

The Champion School trophy will be presented on the day to the school who receives the lowest point score based on the results from all age groups.

The Most Improved School trophy will be presented to the school who improves their placing from the previous year by the most places.

Representative Team

The IGSA Sport Representative Cross Country team will be selected post event. IGSA Sport can send 15 individual runners and two teams per age group to the CIS Championships.

Placing in the top 15 does not guarantee automatic selection, however IGSA expects that all runners who compete at IGSA are available for selection for CIS, barring those schools who do not use CIS as their pathway.

The top two eligible teams per age group (consisting of four athletes from the same school) will be selected into the IGSA Sport team for the CIS Championships (in addition to the 15 individuals), to compete in the teams event (see IGSA Sport Representative Sport Policy).

Multi-Class Athletes

IGSA Sport will hold a 3km multi-class event at the same time as the 11-12 years event. Students must be capable runners who can complete the course in under 25 minutes. Runners will be eligible for medals however, points will not be allocated for this event.

Multi-class runners can also enter directly with CIS, as the IGSA carnival is not a pathway event.

Safety

Schools are expected to take precautions to ensure the safety of all competitors.

Each school is expected to bring their own first aid kit and deal with minor injuries.

All competitors must be fit and well prepared for this event. This is not a social event that students can just turn up to for fun. It is a selection carnival for the NSW CIS Championships and always attracts a high level of talent within our association.

Students who are carrying significant injuries will not be allowed to compete. Medical officers will not be available to do any sports strapping on pre-existing injuries.

If a competitor has been ill in the week leading up to the carnival, her school should not allow her to compete e.g. viral infection.

Students that use asthma puffers or epi-pens should take them with them when the run. Students should provide their own strapping tape if required. All competitors are responsible for their own pre-race medication.

Parking and access

As you are driving into Mittagong, turn left at Fitzroy St (at the Grand Country Lodge).

- Turn left into Range Rd.
- Go over the bridge, and at the roundabout, take the 2nd exit (go straight).
- Please do not park or drop off students on Range Road. Please park on the side streets around the Frensham Campus.

Large Buses

For large buses, at the Range Rd roundabout, take the 3rd exit (turn right) onto Railway Parade, turn left into Stanley St and continue to the parking area inside the school grounds (a parking official from Frensham Ground Staff will guide drivers).

Mini buses and official cars (only) prior to 8am

- Enter via Range Rd entrance to Frensham Pool.
- Do not park at the Pool – use designated sport parking area on far side of courts.

Parents and spectators

- There is no access to any school property for parent / spectator parking.
- Please park on the streets around the school (not Range Road).

2025 Cross Country Duty Descriptions and Allocations

All Officials

- Must report to the IGSA Sport tent by 8am to sign on and receive a safety vest which MUST be worn at all times.
- Check-point staff to provide IGSA Sport with their mobile phone number

Position Description: CHECKPOINT MARSHAL (16)

The checkpoint personnel are responsible for ensuring the competitors run in the correct direction and injured or sick competitors are attended to and recorders advised of any withdrawals. They are equipped with a walkie talkie. Pack up your area at the end of the last race relevant to your area – cones, signs, bunting – take to nearest road access.

** Require their own chair, be dressed for all weather conditions (umbrella & sun screen / hat) and have their own refreshments. Preferably first aid trained.

Position Description: STARTER (1)

Responsible for starting all races. The starter must use appropriate starting equipment and all safety consideration must be taken. A roaming mic and speaker are required to be brought.

Position Description: START MARSHAL (2)

Responsible for assembling athletes before the start of an event. Ensure all competitors start from behind the start line and in the allocated area, and count the number of starters in each age group.

Position Description: TRACK MARSHAL (2)

Responsible for ensuring the track is clear at all times on the oval and that students, parents and spectators do not cross the track near the finish line in front of runners.

Position Description: FINISH MARSHAL (5)

Finish marshals are to manage the finish area and clear the finish line. Direct the movement of competitors from the finish line. Provide first aid support where required and hold place tickets for injured or distressed athletes who have collapsed or struggling.

Position Description: TIMEKEEPER (1)

Responsible for the back-up timing of each race and/or assisting the official timekeeper provided by Multisport Australia. They are situated at the finish chute and should bring along a multi-timer to record the top 30 times of each race if the Multisport timer fails.

Position Description: RECORDER (1)

The recorder is responsible for the recording of competitor places for each race and are situated in the IGSA tent. They should also record withdrawals and advise Multisport of any changes.

Position Description: FIRST AID RECORDER (2)

Responsible for documenting and recording any first aid administered during the event, and to assist in advising schools of injuries and non-finishing athletes. Assist IGSA in with liaising with medical staff, checkpoint officials (via walkie talkie), schools and recorders to deal with injuries and withdrawals.

Position Description: WALK THE COURSE (4)

Students from Frensham plus two other schools' staff members to lead the two course walks before the commencement of races.

Position Description: WALK THE COURSE (back) (2)

Two staff members to be at the back of the 4km walk to ensure no stragglers are left on course when the 12 years age race commences. These staff need to ensure the walk is done as quickly as possible and should contact the start marshal and IGSA staff members once they return (and the track is clear), so events can commence on time.

2025 IGSA Sport Cross Country Carnival Duties

There will be a compulsory meeting for all **check point marshals at 8.00am**. Check point marshals must be ready to go on the walk the course at 8:30am. They will be in position from this time.

School	Duty	Checkpoint
Abbotsleigh	Check Point Marshal (1)	1
Abbotsleigh	Walk The Course (1)	
Ascham School	Check Point Marshal (1)	2
Ascham School	Timekeeper (1)	
Brigidine	Check Point Marshal (1)	3
Canberra Girls Grammar	Check Point Marshal (1)	3
Danebank	Check Point Marshal (1)	4
Danebank	IGSA Sport Convener	
Frensham	Course Set Up	
Frensham	Venue Coordinator	
Frensham	Walk The Course (2)	
Kambala	Check Point Marshal (1)	4
Kincoppal - Rose Bay	Check Point Marshal (1)	5
Loreto Kirribilli	No Duty	
Loreto Normanhurst	First Aid Recorder (1)	
Loreto Normanhurst	Track Marshal (1)	
Meriden School	Finish Marshal (1)	
Meriden School	Recorder (1)	
MLC School	Check Point Marshal (1)	6
Monte Sant' Angelo	Starter (1)	
Monte Sant' Angelo	Walk The Course (1)	
New England Girls School	No Duty	
PLC Armidale	No Duty	
PLC Sydney	Check Point Marshal (1)	6
PLC Sydney	Finish Marshal (1)	
Pymble Ladies' College	Check Point Marshal (1)	7
Pymble Ladies' College	Walk The Course (Back) (1)	
Queenwood	Finish Marshal (1)	
Queenwood	First Aid Recorder (1)	
Ravenswood	Check Point Marshal (1)	8
Ravenswood	Start Marshal (1)	
Roseville College	Check Point Marshal (1)	9
Roseville College	Finish Marshal (1)	
SCEGGS Darlinghurst	Finish Marshal (1)	
St Catherine's School	Check Point Marshal (1)	10
St Catherine's School	Walk The Course (Back) (1)	
St Scholastica's	No Duty	
St Vincent's College	Check Point Marshal (1)	11
Stella Maris College	Check Point Marshal (1)	12
Tara	Start Marshal (1)	
Wenona School	Check Point Marshal (1)	12
Wenona School	Track Marshal (1)	