

HWIAC CROSS COUNTRY PLAYING REGULATIONS & COACHES INFORMATION

Following is a summary of HWIAC. eligibility requirements for teams and individual athletes. Full details can be found in the HWIAC constitution available on www.hwdsb.on.ca/athletics.

- Senior age – the individual’s birth certificate indicates that they have not reached their 19th birthday by January 1st prior to the start of the school year in which the competition is held **(2004 or later – maximum five years of eligibility)**.
- Junior age - the individual’s birth certificate indicates that they have not reached their 15th birthday by January 1st prior to the start of the school year in which the competition is held **(2008 or 2009)**.
- Novice age - the individual’s birth certificate indicates that they have not reached their 14th birthday by January 1st prior to the start of the school year in which the competition is held **(2009 or later and may only compete at this category for one year in grade nine)**
- Students must be enrolled in at least 3 full time, day school courses in each semester. Having achieved 23 credits a student may be enrolled in at least 2 full time, day school courses in each semester. In both cases, eligibility is subject to Principal approval.

Students are eligible for five (5) years of participation from entry into grade nine. Therefore, students who entered grade nine prior to **September 2019** are not eligible. Students that finished grade 12 last year and have returned to the same school for a fifth year are eligible to play provided age and course requirements are met.

To be eligible for competition, all student-athletes must appear on an team eligibility list via the OFSAA Hub (<https://ofsaa.athletesystems.ca/>). A completed eligibility list must be signed by the Principal and the Phys-Ed Head and available in the OFSAA Hub by the date specified in the current year playing regulations. **Teams that do not file an eligibility list by the due date will be ineligible for competition and subject to a \$25.00 per game fine levied against the offending school.**

Following the deadline a student-student may be added to the team eligibility list provided they are deemed eligible to compete; these student-athletes may compete once a revised team eligibility list is filed with the Principal, Phys-Ed Head and updated in the OFSAA Hub. **Omission of an otherwise eligible player from a team roster will result in a \$25.00 per game fine levied against the offending school (to a maximum of \$200.00);** said eligible player may be added to the roster without further penalty. This offence cannot be appealed under any circumstance.

A current team eligibility list must be complete with all relevant sections of the form completed and a copy must be always on file with the school Principal during the competition period for teams to remain eligible.

HWDSB Athletics retains the right to review a team’s eligibility list and sanction offenders at any time.

Coaching Course Completion

Prior to the coaching course completion date, one (1) coach from every registered team participating in the league must complete the *HWDSB Athletics: Intro to Coaching Course* as well as the HWDSB Athletics: sport specific course found using the HWDSB HUB. This course is critical to understand all necessary requirements for fielding a team within HWDSB Athletics. Should a coach not be registered for these specific courses - please contact HWDSB Athletics (athletics@hwdsb.on.ca)

Entries & Eligibility List due date: Wednesday, October 11, 2023 (12:00pm)

Coaches Course Completion Date: Wednesday, October 11, 2023 (12:00pm)

1. TEAM ADMINISTRATION

1.1. CODE OF ETHICS

Copies of the *HWIAC Code of Ethics* are to be distributed to each player and member of the coaching staff with instructions to carefully read through the document. Only when the player or coach has read the document and agrees to the conditions outlined should the appropriate portion be detached, signed and returned to the coach. When the signed portion has been collected from all team personnel, the coach is required to submit the three (3) forms to the Principal for signature and filing along with the team eligibility list. The Code of Ethics is printed as part of the HWIAC. Student Athlete Information Package (form HWDSB #2709). It should be noted to players and coaches that unless the signed portion of the Code of Ethics has in fact been signed and is on file with the Principal, the player or coach is ineligible to participate with the team.

1.2. COACHING

Non-teacher coaches must have completed the National Coaching Certification Program (NCCP) Level I theory. If you are a non-teacher coach, ask the Head of the Physical Education Department to register you with the Board of Education as a coach (for insurance reasons). At the time you will be required to give the NCCP registration number that you will have received upon completion of a Level I Theory program.

1.3. ONTARIO PHYSICAL ACTIVITY STANDARDS IN EDUCATION (formally OPHEA Safety Guidelines)

Coaches must be familiar with and be prepared to follow the provincial safety standards for schools (OPASSE) and ensure the team and its members function within the requirements of the standards. Each coach **must** review prior to practice and games commencing. Visit <https://safety.ophea.net/secondary/interschool/cross-country-running> for the most current standards.

1.4. WATER BOTTLES

Schools are prohibited from providing shared containers for fluid replacement to participants in HWIAC. sanctioned activities. This restriction is in accordance with provincial safety guidelines which require schools to inform participants that they should provide their own containers and not share them with other participants.

1.5. MEET RESULTS

Complete meet results will be available at www.hwdsb.on.ca/athletics following the competition.

1.6. FACILITY INFORMATION

The HWIAC cross-country championship will be run at Christie Lake Conservation Area. Please ensure your runners respect the fact that this area is a conservation area and that they should show respect for the environment.

<https://conservationhamilton.ca/conservation-areas-2/christie-lake/>

1.7. WASHROOMS

Washrooms will be available on site.

1.8. PARKING & DIRECTIONS

Christie Lake Conservation is located at: 1000 Hwy 5 West in Dundas Ontario. Parking is available on site. Google Maps Link: <https://goo.gl/1hdPMN> or visit: <https://conservationhamilton.ca/conservation-areas-2/christie-lake/> for more information.

2. EVENT INFORMATION

2.1. DATE & LOCATION

Wednesday, October 18, 2023 @ Christie Lake Conservation Area, Dundas, Ontario

2.2. ORDER OF EVENTS

Time	Event	Distance
10:00 am	Para – Boys / Girls	Approximately 3KM
10:15 am	Novice Girls	Approximately 4KM
10:45 am	Novice Boys	Approximately 4KM
11:15 am	Junior Girls	Approximately 5KM
11:40 am	Junior Girls	Approximately 5KM
12:20 pm	Senior Girls	Approximately 6KM
1:00 pm	Senior Boys	Approximately 6KM

2.3. ENTRY DEADLINE

Entries are due using <https://www.trackie.com/event/hwdsb-secondary-cross-country/1000683/> no later than **October 11, 2023, at 12:00pm**. No late entries will be accepted. Please follow entry process listed below.

3. ENTRY PROCESS

Please note that there are two components to be completed or entry into the race. Each team must complete an eligibility roster in the OFSAA HUB and send a formal entry using the Trackie.com (procedure below).

All entries will be made through the trackie.com web-site in the same manner as track entries. The following summarizes the process:

- a. Log on using this URL: trackie.com
- b. Login or create a new trackie account
- c. <https://www.trackie.com/event/hwdsb-secondary-cross-country/1000683/>
- d. Click on « Register for Event”
- e. Click on “Import Entries”
- f. Download Template
- g. Open, complete and save the form
- h. Return to Trackie and upload the file from where you saved it and press “Submit”
- i. After you submit you will need to scroll to the bottom of the page and press – Proceed to step 2
- j. Check your list against your submissions for errors
- k. An email will be sent to your email address
- l. Complete instructions can be [found here](#)

When you have completed all entries, return to Main Screen, choose your school and choose LIST ENTRIES. You will get an email listing of all your entries that have been saved to the database. Check to make sure all your athletes are listed in the proper division, correct any errors or omissions by deleting any entries that are not correct and by adding any missing athletes.

5. ADDITIONAL INFORMATION

5.1. SCORING

The top 4 runners from each school count for team scoring. The runners' placement is used and the top 4 scores are added together. The lowest total wins with the 4th runner being used as the tie breaker.

5.2. AWARDS

The top 3 individuals will receive medallions, as will the top three teams.

5.3. UNIFORMS

All team members must have matching school singlets.

5.4. COURSE MAPS

Maps are included at the end of this information package.

5.5. TAGS

Labels for runners will be provided to coaches on race day and are to be worn on the left shoulder. These labels are critical for the tabulation of results. Please ask athletes to use care when attaching the label.

5.6. FIRST AID

An athletic therapist will be located near the finish line.

5.7. OFFICIALS

Each school will be responsible for assisting with officiating. A list of duties is included.

5.8. QUALIFYING TO SOSSA

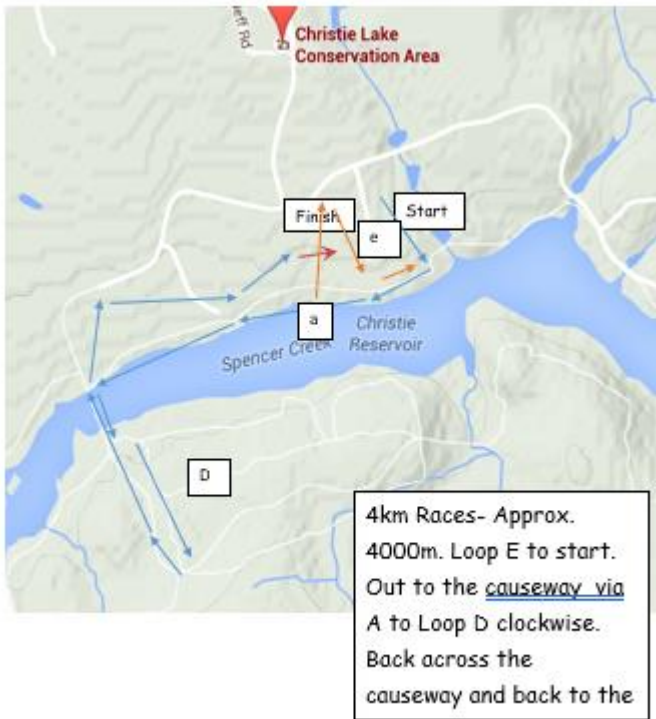
- a. Entries shall be accepted from zone conveners or athletic coordinators only. (ii)
- b. Each Zone is permitted to enter three (3) teams of six (6) runners in each age class. Note: only five (5) runners per team are permitted to run at OFSAA. (iii)
- c. Each zone is permitted to enter the first ten (10) individuals not on a qualifying team at the Zone Championship.

NOTE - There is a possibility this number of qualifiers may be reduced to two teams and five individuals depending on local health requirements

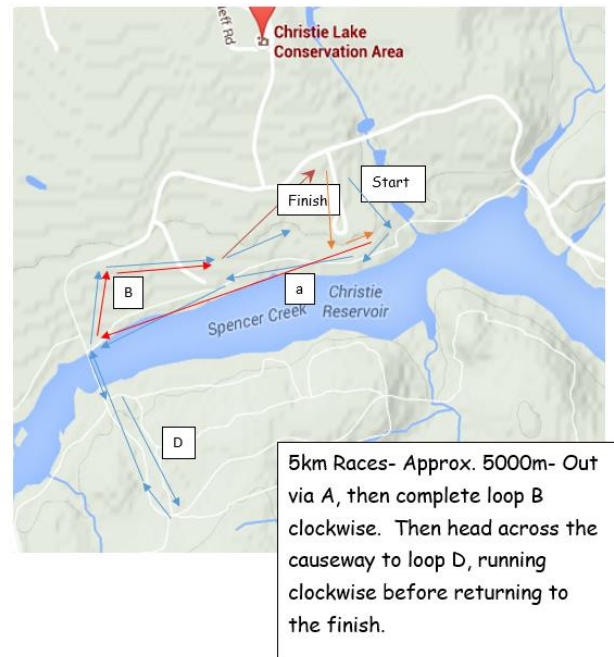
- d. If four (4) or five (5) of these individuals happen to be from the same school, they may not be considered a team for SOSSA purposes.
- e. Each zone is permitted to enter an unlimited number of para runners.
- f. A school that qualifies a team for SOSSA may place any eligible runner on that team provided this competitor competed at the Zone Championship meet. It is strongly recommended that a member of a qualifying team not be bumped from a team so that a stronger runner may be placed on the team.
- g. Entries must be received by the SOSSA convener by the date designated by the SOSSA convener. Entries shall be accepted from Zone convenors only.
- h. The boys' overall and girls' overall team champions from each Zone be allowed to send all three (3) boys' or girls' teams to SOSSA.
- i. The overall (boys' and girls' combined) champions from each Zone will be allowed to send all six teams to SOSSA.
- j. The SOSSA convener shall be responsible to ensure that the OFSAA entries are paid and submitted. Reimbursement then occurs through the SOSSA administrative director

6. COURSE MAPS

Novice Course



Junior Course



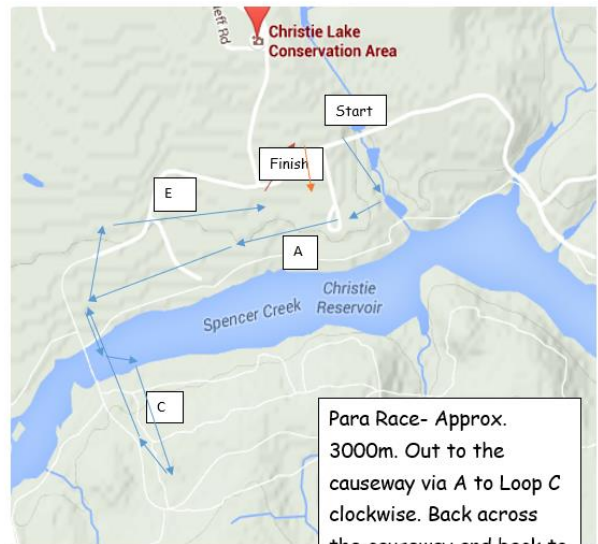
Senior Course



Senior Races- Approx. 6000m

Head out via A, along the lake before heading over the causeway. Head into the forest and complete loop C clockwise. Follow route B back towards the finish. Go via loop E. Repeat for second loop. Then finish/

Para



Para Race- Approx. 3000m. Out to the causeway via A to Loop C clockwise. Back across the causeway and back to the finish via E

Marshall Positions

