

Inter-School Athletics Competition 2023-2024
Division One

1 Electronic Registration Card

1.1 Schools are allowed to use electronic registration card (e-card) as a form of valid student registration card or present physical student registration card (physical card) in competitions. The electronic device or physical card will be RETURNED to student immediately after Marshalling instead of picking up at the Registration Card Counter after the race.

2 Roll Call

2.1 The maintenance of the main spectator stand has been completed, the Roll Call Area will be moved to Block 8 of the main spectator stand. (refer to 3.6 Layout of Wanchai Sports Ground)

2.2 Athletes **MUST** produce their valid electronic registration card (e-card) or physical card when reporting to the Roll Call Judges or Field Event Judges. Failure to do so will not be allowed to compete.

2.3 Substitution will only be allowed if supported by doctor's certificate. **The athlete who is replaced will be prohibited to participate in any event on the same day.** Such application must be done as early as possible, preferably before the start of competition in the morning.

2.4 Since electronic registration card (e-card) will be a form of valid student registration card this year, hole punch on the e-card will not be applicable. Therefore, **Relay team sheet/ Relay form will be applied in all Relay Events (Both HEATS & FINALS).**

2.5 Teams will SUBMIT their relay team sheet and student registration cards **when marshalling**.

2.6 No amendment of relay team sheet will be allowed after submission.

2.7 Relay team sheets will be distributed to the teacher official when reporting duty at the Record Keeper Room at 8:30 am.

2.8 Each competitor only can enter ONE relay race.

2.9 It is the responsibility of the teacher in charge and the competitor to ensure that the marshalling procedure is completed as required.

3 The following information is available on the website and will NOT be mailed to schools. Participating schools please download relevant information for your arrangement.

↓ www.hkssf.org.hk → Inter-Secondary Schools Sports Competition HK Island and Kln → Various Sports Information → Athletics → Division One

3.1 Team List

Schools should check the names **CAREFULLY** to ensure all entries are **included** and **CORRECT** (names must be exactly the same as those in the student registration cards), for such information will also be used for printing of certificates. Please contact the Secretariat in case of discrepancies in spelling.

3.2 Officials

3.2.1 Attached please find the list of officials for the competition. With the tremendous support by schools and volunteers, **schools are NOT required to provide the nominated student official.**

3.2.2 Participating schools must make sure that their officials are competent in serving in the assigned duties. [Guidelines for Officials \(Chinese version\)](#) have been uploaded to the HKSSF website for easy reference.

3.2.3 All Officials please report to the Convenor in the Record Keeper Room at **08:00am.**

3.2.4 If any official fails to report duty on time, students from the school concerned will be strictly prohibited from participating in any race and competition throughout the official absence period. If an official leaves his/her post and does not return, further action will be taken.

- 3.2.5 All officials must report and sign IN PERSON on both morning and afternoon sessions of the two day competitions. For the safety and insurance coverage of officials, any substitutions must provide written authorization from Principal and gain approval from the Convenor on Day 1 before 08:00am, otherwise school concerned may not be allowed to compete.
- 3.2.6 Official vest will be provided for easy identification. All officials must wear the vest during duty and return the vest to the Record Keeper Room by the end of each competition day.

3.3 Programme

- 3.3.1 Programme WILL NOT BE MAILED / DISTRIBUTED to schools. Schools are required to download sufficient copies from the HKSSF website (www.hkssf.org.hk) on or after 21st February 2024.
- 3.3.2 The subsequent programme will be available on the website the next working day after competition.

3.4 Guideline on Management of Relay Races & 4x400m Relay

3.5 Instruction on the Use of Wanchai Sports Ground

3.6 Layout of Wan Chai Sports Ground

3.7 Jaywalking

4 Seating Allocation

- 4.1 Schools in the first four overall positions in last season have been allocated to the front gallery of the spectator stand, and all seating order is decided by lot drawing.
- 4.2 To provide a pleasant and safe competition environment to all athletes, schools are reminded to stay **within your allocated block** to watch the races **and keep the corridor clear**, teachers must be appointed to supervise their participants. Please note that all schools are NOT ALLOWED to occupy the corridor and area under the spectator stand, which will seriously intervene the flow of the competition.

5 800m

For the start of 800m races (Heats & Final) in both boys & Girls, athletes will be divided into two groups at the start to compete (one group on the regular arced start line and the other group on a separate arced start line marked across the outer half of the track).

6 High Jump

Each athlete is allowed **one test jump** as specified below before the actual competition.

Girls A, B, C Grade: 5cm below standard height **or** 10cm above standard height

Boys A, B, C Grade: 5cm below standard height **or** 15cm above standard height

7. Prize Presentation

- 7.1 Trophies will be presented to the top **FOUR** teams in each grade and the overall.
- 7.2 Winning schools should arrange for **not more than four** competitors/school representatives to collect trophies at the presentation ceremony at any time.
- 7.3 **Representatives of all winning schools are requested to assemble in front of the backdrop of Prize**

Presentation immediately after the last event at or before 4:00 pm.

- 7.4 Certificate of Merit will **NOT** be presented to record breakers at the Prize Giving.
7.5 Full team photographs should only be arranged when the presentation ceremony has finished.

8 Uniform

- 8.1 All athletes are required to wear their uniform tops bearing school name / abbreviation / badge, which should be sewn or stenciled on permanently.
8.2 Athletes must not dress in sportswear which could impede the view of the Judges.
8.3 Athletes' uniform tops should have the same colour on the front and back.
8.4 The four relay team members should wear identical uniform tops in SAME COLOUR and SAME STYLE. Teams will be disqualified in such event if they are not properly dressed. (Undergarment will no longer be regarded as part of competition uniform and not required to be in same colour and style.) Schools having different houses' colour as uniform should arrange the same houses' colour for a team.

9 Protest

Should queries arise during competition, teachers in charge should first clarify the matter with the chief event judge within 30 minutes of the incident. Should the teacher in charge not satisfy with the decision of the chief event judge, he/she can verbally launch protest to the Track, Throwing or Jumping Referee. A final protest can be made in writing to the Management Committee whose decision shall be final.

10 Control of Competition Area

Only officials on duty, competitors and student photographers are allowed to enter the competition area. To provide a pleasant and safe competition environment to all athletes, team managers and coaches are reminded to stay at spectator stand or **within the coaching area of different field events.** (refer to 3.6 Layout of Wanchai Sports Ground). In the case when non-officials or non-competitors wander around the competition area, teachers in charge should instruct them to leave the competition area.

11 Discipline

Teachers should supervise students' discipline throughout the competition, special attention should be paid to the students at the spectator stand. For safety sake, **students should not stand on the seats. Cheering during 'Start' of race and Announcement are prohibited.** Musical instruments, loudhailers and whistles, etc. are not allowed. The Management Committee reserves the right to stop any undue noise that would disturb the competition.

12 Safety

- 12.1 Teachers-in-charge are requested to instruct their athletes of safety precaution during competition, especially for Discus, Javelin & Shot Put events. All competitors must return to the spectators' stand when they have completed their events. Spectators are not allowed to go inside the competition area.
12.2 For safety precaution, no training equipment is allowed to bring into the competition area for practice/warm up.

13 Parking Arrangement

Parking will not be available.

14 Display of Banner

14.1 Schools are reminded that school banners can ONLY be displayed on the spectators' stand at the block where their students are seating. Subject to Wanchai Sports Ground's request, banners are forbid to display on the light ramp along the corridor.

14.2 To avoid blocking the view of others, the size of banner should not exceed the length of the block allocated to your school, suggested size for the banner is 4 x 20 ft, and should not drop down off the block. Hanging of banner will not be allowed for school who has over-sized banner due to limited space.

15 Student Photographer

15.1 Each participating school will be allowed at most two photographers to enter the competition area. Photographers are restricted to **STUDENTS** of participating schools. They must wear the photographer vests and permits at the same time when they are in the competition area. Photographer vests and permits will be available in the Recorders' Room every morning and must be returned each day, failed to return shall lead to suspension of entering into the competition area in the following days.

15.2 All other photographers are confined to the spectator stand and should not occupy the corridor and area under the spectator stand. Please note that the electricity wires should not be loose free from the ground.

16 Kiosk

The operator of the refreshment kiosk in Wan Chai Sports Ground has the franchise to sell refreshment items inside the Sports Ground. No food or drink may be brought into the ground for sale, resale or free distribution. Individuals, teacher or student bringing food or drink into the Sports Ground for own consumption is permitted but bringing large quantity of food or drink for other's consumption is not allowed.

17. Display of Results by QR code

Results will be announced on the website and a QR code will be displayed at the venue and programme. Schools should scan the QR code and obtain the latest results.

Chan Chin Wan
Convenor

To : Div. I participating schools

Date : 16th February 2024