



HANDBOOK

# HANDBOOK

NSW ACT QLD

2022



## Table of Contents

<b>CHAPTER 1: ABOUT INTERSCHOOLS .....</b>	<b>4</b>
WHAT IS INTERSCHOOLS? .....	4
WHO CAN COMPETE? .....	4
CAN SCHOOLS COMPETE IF THEY HAVE NOT ENTERED BEFORE? .....	4
CAN COMPETITORS ENTER AND COMPETE FOR ANOTHER SCHOOL? .....	4
WHAT SKILL LEVEL ARE THE COMPETITIONS SUITABLE FOR? .....	5
WHAT DISCIPLINES ARE ON OFFER? .....	5
TEAM COMPOSITION .....	5
WHAT DIVISION DO I COMPETE IN? .....	5
WHAT ARE THE ENTRY FEES? .....	5
WHICH REGIONAL CHAMPIONSHIPS DO I COMPETE IN? .....	6
HOW AND WHEN DO SCHOOLS ENTER? .....	7
I WOULD LIKE TO GET MY SCHOOL INVOLVED. WHERE DO I START? .....	7
<b>CHAPTER 2: EVENT DATES AND SCHEDULES .....</b>	<b>8</b>
WHEN AND WHERE ARE THE EVENTS USUALLY HELD? .....	8
WHERE DO I FIND THE EVENT DATES AND SCHEDULE? .....	8
WHERE DO I FIND THE COMPETITION SCHEDULE? .....	8
HOW LONG DOES EACH EVENT GO FOR? .....	8
<b>CROSS COUNTRY INTERSCHOOLS CHAMPIONSHIP .....</b>	<b>9</b>
WHEN & WHERE IS CROSS COUNTRY HELD? .....	9
HOW DO SCHOOLS ENTER? .....	9
EVENTS/DISCIPLINES .....	9
DISTANCE .....	9
CROSS COUNTRY COMPETITION SCHEDULE .....	9
<b>SLOPESTYLE CHAMPIONSHIP .....</b>	<b>10</b>
WHEN & WHERE IS THE EVENT HELD? .....	10
CONDITIONS OF ENTRY .....	10
QUALIFICATION TO THE AUSTRALIAN CHAMPIONSHIP .....	10
HOW DO SCHOOLS ENTER? .....	10
<b>MULTICLASS CHAMPIONSHIP .....</b>	<b>11</b>
WHEN & WHERE IS THE EVENT HELD? .....	11
QUALIFICATION TO THE AUSTRALIAN CHAMPIONSHIP .....	11
AWARDS .....	11
HOW DO SCHOOLS ENTER? .....	11
<b>CHAPTER 3: SCHOOL RESPONSIBILITIES / SCHOOL COORDINATORS .....</b>	<b>12</b>
SCHOOL RESPONSIBILITIES .....	12
HOW INVOLVED DOES THE SCHOOL NEED TO BE? .....	12
DOES THE SCHOOL PRINCIPAL NEED TO SIGN ANYTHING? .....	12
DO YOU NEED TO SEND A TEACHER DOWN WITH THE SCHOOL? .....	13
DO YOU HAVE A RISK MANAGEMENT POLICY? .....	13
SCHOOL COORDINATORS .....	13
WHO CAN BE THE SCHOOL COORDINATOR? .....	13
DO WE NEED A SCHOOL COORDINATOR? .....	13
SCHOOL COORDINATORS RESPONSIBILITIES .....	13
BEFORE THE EVENT .....	13
AT THE EVENT .....	14
HOW DO I CHECK IF THE SCHOOL HAS PREVIOUSLY ENTERED INTERSCHOOLS? .....	14
SCHOOL COORDINATORS MEETINGS .....	14

SCHOOL COORDINATORS CHECK LIST.....	15
<i>EARLY IN THE YEAR</i> .....	15
<i>BY END OF APRIL</i> .....	15
<i>MAY – MID JUNE</i> .....	15
<i>STATE &amp; NATIONAL EVENTS</i> .....	15
<b>CHAPTER 4: HOW TO COMPLETE SCHOOL ONLINE ENTRIES .....</b>	<b>16</b>
IS YOUR SCHOOL REGISTERED FOR THE ONLINE ENTRY SYSTEM? .....	16
LOGIN .....	16
HOME TAB.....	17
TWO WAYS TO ENTER.....	17
PARTICIPANTS.....	18
TEAM MANAGERS .....	19
TEAMS .....	20
LISTS.....	21
<i>TEAM LISTS</i> .....	21
<i>START LISTS</i> .....	21
VOLUNTEERS .....	22
WAIVERS .....	23
<i>PARTICIPANTS</i> .....	23
<i>VOLUNTEERS</i> .....	23
SCHOOL DETAILS.....	24
TAX INVOICE.....	25
<b>CHAPTER 5: WAIVERS.....</b>	<b>27</b>
WHAT IS THE INTERSCHOOLS PARTICIPANT AND VOLUNTEER WAIVER? .....	27
WHAT IF I DON'T COMPLETE A WAIVER? .....	27
DO I NEED TO COMPLETE A WAIVER FOR EACH CHAMPIONSHIP?.....	27
WHERE DO I FIND THE ONLINE WAIVER? .....	27
DO TEAM MANAGERS NEED TO COMPLETE A WAIVER? .....	27
WHEN ARE THE PARTICIPANT AND VOLUNTEER WAIVERS DUE? .....	27
HOW DO SCHOOL COORDINATORS CHECK WHO HAS COMPLETED WAIVERS?.....	27
<b>CHAPTER 6: PAYMENTS.....</b>	<b>28</b>
ENTRY FEES.....	28
TAX INVOICE.....	28
WHEN IS PAYMENT DUE? .....	28
HOW TO PAY? .....	28
WHAT DO I DO WITH THE TAX INVOICE? .....	28
ARE REFUNDS GRANTED? .....	28
<b>CHAPTER 7: VOLUNTEERS/COURSE OFFICIALS .....</b>	<b>29</b>
WHO CAN BE A COURSE OFFICIAL?.....	29
COURSE OFFICIALS VOLUNTEER WAIVERS .....	29
COURSE OFFICIALS GUIDELINES AND BRIEFINGS .....	29
VOLUNTEER ROSTER .....	29
VOLUNTEER COURSE OFFICIALS LIFT TICKETS .....	30
COURSE OFFICIAL CHECK-IN .....	31
HOW LONG DO I VOLUNTEER FOR? .....	31
WHAT HAPPENS ON THE DAY IF I CANNOT VOLUNTEER? .....	31
VOLUNTEER TIPS.....	31
<b>CHAPTER 8: TEAM MANAGERS.....</b>	<b>32</b>
WHO CAN BE A TEAM MANAGER? .....	32
TEAM MANAGERS RESPONSIBILITIES .....	32
TEAM MANAGER LIFT TICKETS .....	32

<b>CHAPTER 9: WHAT HAPPENS AT THE EVENTS?</b> .....	<b>33</b>
IS THERE ANY TRAINING YOU PROVIDE FOR THE COMPETITION? .....	33
DO YOU GET A PRACTICE RUN? .....	33
WHAT IS A COURSE INSPECTION? .....	33
CAN SPECTATORS WATCH? .....	33
BIB COLLECTION.....	33
LIFT TICKETS FOR COMPETITORS.....	33
LIFT TICKETS FOR TEAM MANAGERS.....	34
LIFT TICKETS FOR SCHOOL COORDINATORS.....	34
LIFT ACCESS .....	34
RESULTS .....	34
CHAMPION SCHOOL.....	34
PRESENTATIONS .....	34
LOCATIONS .....	34
RACE PHOTOS .....	35
PARTICIPATION CERTIFICATES .....	35
EVENT COMMUNICATION.....	35
INTERSCHOOLS RACE OFFICE FOR ENQUIRIES/COURSE OFFICIALS CHECK-IN.....	35
INTERSCHOOLS SNOWSPORTS E-NEWS .....	35
LIKE US ON FACEBOOK.....	35
INTERSCHOOLS SMS EVENT UPDATE .....	35
<b>CHAPTER 10: STATE AND NATIONAL CHAMPIONSHIPS</b> .....	<b>36</b>
NSW QUALIFICATION GUIDELINES .....	36
QLD AND INTERNATIONAL QUALIFICATION GUIDELINES.....	36
SLOPESTYLE QUALIFICATION GUIDELINES .....	36
CAN YOU CHANGE TEAM MEMBERS IN A TEAM THAT HAS QUALIFIED TO THE NEXT CHAMPIONSHIP? .....	37
WHERE DO I FIND OUT IF I QUALIFIED? .....	37
HOW DO I ENTER? .....	37
DO I NEED TO COMPLETE A WAIVER? .....	37
WHAT HAPPENS WHEN THE AUSTRALIAN CHAMPIONSHIP IS HELD IN VICTORIA? .....	37
<b>CHAPTER 11: RULES, CODE OF CONDUCT AND POLICIES</b> .....	<b>38</b>
WHERE DO I FIND THE RULES?.....	38
CODE OF CONDUCT .....	38
<b>CHAPTER 12: SNOW MOUNTAINS</b> .....	<b>39</b>
ACCOMMODATION .....	39
GETTING TO PERISHER.....	39
GETTING TO THREDBO.....	39
<b>CHAPTER 13: MERCHANDISE</b> .....	<b>40</b>
WHAT MERCHANDISE IS AVAILABLE? .....	40
WHERE IS MERCHANDISE AVAILABLE?.....	40
<b>CHAPTER 14: OTHER EVENTS AND PROGRAM</b> .....	<b>41</b>
INTERSCHOOLS COME AND TRY – JUNE 26 @ PERISHER .....	41
THE SCOTS RACE – JULY 12 @ PERISHER.....	41
REDLANDS CUP – JULY 12 @ THREDBO.....	41
AMELIA MCGUINNESS MEMORIAL TIME TRIALS – AUGUST 19 @ PERISHER .....	42
OTHER DISCIPLINE EVENTS AND PROGRAMS .....	43
<b>NSW/ACT/QLD INTERSCHOOLS SNOWSPORTS CONTACT DETAILS</b> .....	<b>44</b>
GENERAL .....	44
OFFICE LOCATIONS .....	44
SOCIAL MEDIA .....	44
STAFF.....	44

## Chapter 1: About Interschools

### What is Interschools?

The Interschools Snowsports Championships is a series of snow sports competitions where students compete for their school as part of a team or as an individual in any of our nine discipline events. It remains the largest organised multi snow sport event in the world!

Thousands of students have been introduced to competitive ski and snowboard competitions through the Interschools Championships, establishing a life-long love for the sport.

From Interschools, many students have gone on to professional instructing, coaching and competing in higher level competitions, including World Cups, the Olympics and Paralympics.

Over 80 Australian Olympians and Paralympians started their competition days in the Interschools Snowsport Championships. At the Beijing 2022 Winter Olympic Games, 30 team members had competed in Interschools.

Nationally, 700+ schools are involved, attracting 10,000 participants.

### Who can Compete?

The competition is open to school students from Kindergarten to Year 12.

Schools from all States and Territories can compete, noting that there are Victorian Championships in Mt Buller. Students can compete as either an individual or part of a team in the Regional Championships, to qualify for additional Championships.

International schools can compete in the Regional Championships. International schools must inform Interschools of their intention to compete.

International exchange students enrolled in an Australian school can compete as long as they inform Interschools of their intentions to compete and provide a brief overview of the student's snowsports experience and/or competition record.

See Chapter 10 for more information on how competitors qualify for the NSW/ACT/QLD State Championships and/or Australian Championships.

### Can Schools Compete if They Have not Entered Before?

Yes. Schools that do not already participate in the Interschools Championships are welcome to compete.

You don't need to create a team to enter; individual entries are welcome and we get many competitors who are either the only snow sports participant from their school, or there are only a few participants over different disciplines and divisions.

### Can Competitors Enter and Compete for Another School?

No. Competitors can only compete for a school that they are enrolled in. If competitors are enrolled in more than one school, they must compete for the school that they have elected to compete with in the Regional Championships. If a competitor competes for a school they are not enrolled in, they will receive a disqualification. Schools and students can only compete in one Regional Championships.

## What Skill Level are the Competitions Suitable For?

School students from all ability levels are encouraged to enter, with an emphasis on fun and participation in the initial Regional Championships. As the competitions move into the State and Australian events, the level of competition and the degree of difficulty increases.

It is advised that all competitors must be able to execute linked turns and ride a chairlift/T-bar confidently, prior to competing in regional level events.

## What Disciplines are on Offer?

- Alpine – Skiers are timed on a modified giant slalom course.
- Ski Cross – skiers are timed individually on a course including jumps and high-banked turns.
- Moguls – Skiers are scored on a bumps/jumps course.
- Snowboard GS (Giant Slalom) – Snowboarders are timed on a modified giant slalom course.
- Snowboard Cross – Snowboarders are timed individually on a course including jumps and high-banked turns.
- Cross Country Classic – Raced with skate or classic cross-country skis or style with a mass start. Teams need to field three skiers to achieve a team result. Classic cross-country style must be used.
- Cross Country Relay – Three skier relay team event only.
- Ski Slopestyle – Skiers are scored on a variety of obstacles including jumps, rails and/or other terrain park features. Division 1 – 3 can only compete in this discipline.
- Snowboard Slopestyle – Snowboarders are scored on a variety of obstacles including jumps, rail and/or other terrain park features. Division 1 – 3 can only compete in this discipline.

## Team Composition

Interschools is a team-based competition for students attending the same school, although individuals can also enter. The Cross-Country Relay is a team-only event. To achieve a team result, teams need to include:

- 3-4 competitors for Alpine.
- 2-3 competitors for Ski Cross, Moguls, Snowboard GS, Snowboard Cross and Ski and Snowboard Slopestyle.
- 3 competitors for the Cross Country Classic and Relay.

## What Division do I Compete In?

Teams and individuals compete in their school divisions:

- Division 1 – Years 11 & 12
- Division 2 – Years 9 & 10
- Division 3 – Years 7 & 8
- Division 4 – Years 5 & 6
- Division 5 – Year 4 and below.
- Division 6 (Kindergarten to Year 2) is available in Alpine and Ski Cross only.

Competitors can compete up a division to make a team, but competitors must stay in that division in further Championships. Competitors can compete in one discipline in their own division and another division for other disciplines. Primary school competitors (Division 4 & 5) cannot race in a Secondary Division (1, 2 or 3).

Females can compete in a male team. Males cannot compete in a female team.

## What are the Entry Fees?

There is a once-only annual registration fee of \$30 which is invoiced at the Regional Championships. The fee includes event insurance and administration costs for running the event. The registration fee is non-refundable.



For individuals that do not compete at the regional level and join the competition for the first time at the NSW/ACT/QLD State Championship (in cross country, and/or slopestyle for example), the school will be invoiced for their registration fees.

Race entry fees are \$49 per discipline, per competitor at each Championship.

The online entry system generates a tax invoice once you have completed your entries. This can be paid by the school, or on behalf of the school. Payment can be made by online credit card payments, Direct Deposit, or BPay. Payment for the school's entries must be made in one lump sum. Individual payments will not be accepted. The School Principal and/or School Coordinator must sign the tax invoice. For more information on payments, please see Chapter 6.

Please note that the entry fees do not include your lift ticket.

## Which Regional Championships do I Compete In?

There are four Regional Championships.

Which Regional Championships to enter is based on primarily where the school is located.

Here is a general guide to our school location boundaries for the Regional Championships:

- **Northern NSW & QLD Championships** – Central Coast, Central West, Hills District, Hunter, New England, North coast, Upper Northern Beaches, Northern Suburbs, Upper North Shore, South-Western Sydney, Southern Highlands, Western Sydney, Queensland
- **Sydney Championships** – Eastern Suburbs, Inner West, Lower North Shore, Lower Northern Beaches, Sutherland and St George Area
- **ACT & Regional NSW Championships** – Canberra, Riverina, Illawarra, South Coast, South East NSW, and new in 2022, schools currently in the Northern NSW & Sydney regions can apply to compete in this Championship.
- **South Australia & Regional NSW Championships** - South Australia, Greater Hume, South-West NSW, and new in 2022, schools currently in the Northern NSW & Sydney regions can apply to compete in this Championship.

Schools can only compete in one Regional Championship. All school students must compete in the same Regional Championship.

PLEASE NOTE that the Northern NSW & QLD Championships and the Sydney Championships, are held during the busy July school holiday period for the resorts. We encourage schools to move to compete in the ACT & Regional NSW Championships held in Perisher **or** the South Australian & Regional NSW Championships held in Falls Creek, both of which are held outside of the school holidays and during a traditionally less-busy time at the resorts.

If your school would like to move to compete in the ACT & Regional NSW or the South Australian & Regional NSW Championships, please email your request to the Snow Australia Interschools staff.

New families to Interschools are encouraged to contact their school first to determine if they already compete in the Interschools Championships and which Regional Championship they enter. After this, Interschools can also assist new families in getting in touch with the school coordinator, if your school already competes.

New schools are encouraged to contact Interschools to discuss and check which Regional Championships

they should compete in.

## How and When do Schools Enter?

Online entries are completed by the school's representative, the school coordinator.

New schools will need to assign a school coordinator to complete the entries. Please get in touch with Interschools first if you are a new school to check if there is a previous school registration for the entry system. The entry system can only have one school registration per school.

Interschools can assist new families in getting in touch with the school coordinator if your school already competes.

The Interschools online entry system is located at <https://entryinterschools.com.au/>

The login for the online entry system is the School Coordinator email address and password. If you are taking over from another School Coordinator, email Interschools to retrieve/amend the school login.

Online entries for the Regional Interschool Championships open in May each year and typically close in mid-June. Online entries for the NSW/ACT/QLD State Championships will open after the completion of the three Regional Championships, typically in late July. Online entries for the Australian Championship open after the completion of the NSW/ACT/QLD State Championships.

Schools need to register for the online entry system only once. If you are a new school, you can register the school at the above link.

For more information on how to enter, please see Chapter 4.

## I Would Like to Get my School Involved. Where do I Start?

We suggest three ways to get your school involved:

1. Talk to your head of sport or other at your school to drum up interest and let them know that you will be participating.
2. Put a story in the school newsletter about the Championships and requesting additional snow sports enthusiasts.
3. Organise an information night for interested parties.



## Chapter 2: Event Dates and Schedules

*\*\* Please note the dates and venues are subject to change. \*\**

### When and Where are the Events Usually Held?

The Northern NSW, QLD and Sydney Interschool Championships are held during the NSW July school holidays. These events alternate yearly between Thredbo and Perisher.

The ACT & Regional NSW Interschool Championships are held in Perisher around the last week of July each year.

The South Australia & Regional NSW Championships are held in Falls Creek around mid-July each year and in the South Australia school holiday period.

Cross Country, Slopestyle and Multiclass events are held during the NSW/ACT/QLD State Championships in Perisher each year.

The NSW/ACT/QLD State Interschool Championships are held in Perisher during the third or fourth week of August each year.

The Australian Interschools Championship are held in the first or second week of September. This event alternates yearly between NSW (Perisher) and Victoria (Mt Buller).

### Where do I Find the Event Dates and Schedule?

The Event Dates and Schedule is released around October of the previous year and is available on the Interschools website. Once the schedule is released, Interschools will circulate via E-news and social media.

The Event Schedule outlines the dates, divisions, and disciplines of each event for the year.

### Where do I find the Competition Schedule?

The competition schedule outlining the locations and course times of the Championships is released at least three days prior to the event. The schedule is based on the number of competitors, snow quality and quantity, and suitable courses for events.

The competition schedule will be available on the Interschools website, social media and published in the E-news.

### How Long Does Each Event go for?

The duration of each event is dependent on the number of competitors, the length of the course, course maintenance, snow and weather conditions. On average, each event may go between 2 to 3 hours.

In all events other than Cross Country, all participants receive two competition runs, dependent on weather and/or snow conditions.

## Cross Country Interschools Championships

### When & Where is Cross Country Held?

The Cross Country Championships are held during the NSW/ACT/QLD State Interschools Championship in August at Perisher.

The event is held at the Perisher Valley Cross Country Trails, which is located next to the Perisher Nordic Shelter in Perisher Valley. The Perisher Cross Country Trails and the Nordic Shelter are located on the south side of the road and Perisher car park. Access the trails park from the Perisher car park or catch the Skitube to Perisher and walk up a slight hill south of the road.

As the trails are a community-owned facility that has been built and maintained by volunteer members of the XC community, competitors do not have to purchase lift tickets to compete in the Cross Country events.

### How do Schools Enter?

School coordinators complete their school online entries for the NSW/ACT/QLD Cross Country Championships when entries open in late July for the NSW/ACT/QLD State Interschools Championships.

### Events/Disciplines

- Cross Country Classic – Raced with skate or classic cross-country skis and style, with a mass start. Teams need to field three skiers to achieve a team result. Classic cross-country style must be used.
- Cross Country Relay – Three skier relay team event only.

Individuals not in teams of three can enter the Cross Country Classic. Teams need to have three members to receive a team result for the Cross Country Classic.

You must have 3 members in a team to enter and compete in the Cross Country Relay.

### Distance

The distance of the Division 5 & 4 and Division 1, 2 & 3 trails are snow dependent and can vary from year to year. However, the distance is typically between 1-2km.

### Cross Country Competition Schedule

The Cross Country Competition Schedule will be released two or three days prior to the event and will be published on the website, social media and E-news.

## Slopestyle Championships

### When & Where is the Event Held?

The Ski and Snowboard Slopestyle event is held during the NSW/ACT/QLD State Interschools Championships in August.

Please refer to the Interschools *Slopestyle Competition Guide* on the website for information on how the discipline is scored, course details, etc.

### Conditions of Entry

The event is only open to Division 1, 2 & 3 competitors only.

Each school coordinator prior to entering a student in the event must deem that the student has the appropriate level of skill and experience to compete. Questions that must be asked by each coordinator are:

- Can you execute a controlled straight air on a "green" or "S" (small) category jump?
- Can you execute a controlled 50/50 (snowboard or straight grind (skier) on a 5-metre box?
- Do you have the ability to ride/ski switch in a controlled way down a blue run?

The school coordinator may take previous competition experience and/or coaching/lessons in terrain parks into account to assess appropriate skill level and make up of teams.

Teams and individuals can enter the Slopestyle Championships. A team consists of a minimum of 2 and a maximum of 3 competitors. An individual can enter without being a member of a team.

### Qualification to the Australian Championships

From the NSW/ACT/QLD State Championships, up to the top twenty individual competitors from Division's 1-3, having received a minimum acceptable score, will be eligible to compete in the Australian Interschools Championship. Up to the top 6 teams will also be invited, if the competitors have reached an acceptable minimum score. For NSW/ACT/QLD State Slopestyle competitors, a minimum acceptable score (for Australian Championship progression) will be determined by the Interschools Committee following completion of each event, and before invitations are extended to the National level of competition.

Historically this has been a score which is a minimum 45% of the total attainable score (45/100) and is often as high as 55% of the total attainable score (55/100). The minimum progression score determined by the Interschools Committee reflects the Championship Division level (competitor age), the course conditions, and the skill-level and quality of the athlete field.

### How do Schools Enter?

School coordinators complete their slopestyle online entries when entries open in late July for the NSW/ACT/QLD State Interschools Championships.

## Multiclass Championships

### When & Where is the Event Held?

The Multiclass event is held during the NSW/ACT/QLD State Interschools Championships in August in Perisher in conjunction with Disabled Wintersport Australia (DWA). The event is an Alpine and Snowboard GS event for students with a disability.

Note that in 2022, we are also introducing a Regional level multiclass event at the ACT and NSW Regional event in late July.

Students compete for their school in their Interschools division (year at school).

Paralympic classification is not required to participate in the event.

DWA typically run a training camp before the event and provides support on the day of the event to help students understand the racing process and to become more comfortable at the event

### Qualification to the Australian Championships

To qualify for the Australian multiclass event during the Australian Interschools Championships, all participants must have competed in their State event (either in NSW/ACT/QLD or VIC).

### Awards

Individual awards will be presented to the top 3 place getters in each division.

### How do Schools Enter?

Online entries for the event are through the Interschools Online Entry System and will open in late July.

## Chapter 3: School Responsibilities / School Coordinators

### School Responsibilities

#### How Involved Does the School Need to Be?

We encourage each school to make this decision, as each school system has its own specific requirements and processes. From an Interschools Snowsports perspective, at a minimum the school does need to be aware that their students are involved and competing at Interschools events.

#### Does the School Principal Need to Sign Anything?

We prefer this to occur. The School Principal is requested to sign one of the two signature sections on the tax invoice once schools have completed their entries. At times, due to small numbers of student participants (usually in schools with only 1-3 families involved), the Parent Coordinator can be requested to sign the tax invoice.

The three options are:

- **Section One** should be signed if the School/School Principal supports their students participating in Interschools Snowsports, and to confirm the students attend their school.

#### Section One on the Tax Invoice states:

*The school offers the team for inclusion in these events and agrees to abide by the rules, regulations, instructions and decisions of Snow Australia, Interschools Committee/s and/or its agents and further warrants that the members of the team are currently bona fide students enrolled at the school and are entered in the correct division.*

Signature of School Principal: .....

Principal's Name (Please Print):

- **Section Two** should be signed if the School/School Principal does not intend to provide school staffing support to their students participating in the Interschools.

#### Section Two on the Tax Invoice states:

*The school views the Interschools Snowsports Events as an Off-site activity NOT endorsed by the school.*

Signature of School Principal: .....

Principal's Name (Please Print): .....

- **Section Three** should be signed if the school would prefer that the Parent Coordinator confirm that the competitors attend the one school.

#### Section Three on the Tax Invoice states:

*The coordinator of the team requests inclusion in these events and agrees to abide by the rules, regulations, instructions and decisions of Snow Australia, Interschools Race Committee/s and/or its agents and further warrants that the members of the team are currently bona fide students enrolled at on school only and are entered in the correct division.*

Signature of School Coordinator: .....

Coordinator's Name (Please Print): .....

---

## Do You Need to Send a Teacher Down with the School?

We encourage each school to make this decision, as each school system has its own specific requirements and processes.

## Do You Have a Risk Management Policy?

Yes. It can be downloaded from the Interschools website.

## School Coordinators

### Who Can be the School Coordinator?

School coordinators can be teachers, parents or another responsible adult. If the school coordinator is a teacher, but they are not able to be there during the events, it is strongly encouraged to nominate a parent to be the school representative at the events, to pick up bibs, hand out bibs to other students etc., and be the on-snow contact for Interschools.

### Do We Need a School Coordinator?

Interschools require a coordinator from each school to be the contact between the school, competitors and the organisers.

It is important to note that any parent or competitor enquires, requests and complaints must come through the coordinator. Interschools does not encourage parents or competitors to approach the committee without the coordinator's knowledge.

## School Coordinators Responsibilities

### Before the Event

Complete your school entries in the Interschools online entry system for each Championship (Regional/State and/or Australian Championships). Make sure all competitors are entered in their correct team (if applicable), division and discipline and team managers are assigned to their events. A team manager must be assigned to each team or individual entry. School coordinators can also be team managers.

Once entries have closed you can only make team changes if a student is injured (you will be asked to supply a medical certificate). School Coordinators must contact Interschools to complete the team change. Please check the *Rules of Competition* for further information on rules for team changes.

Every participant must complete an online participant waiver form for the season before they are eligible to compete. School coordinators are responsible for making sure all competitor waivers are completed by a parent or guardian. The online entry system will indicate when a student's waiver is completed.

School coordinators are required to organise the school payment of the entry fees. A tax invoice is generated in the online entry system once you have completed your entries.

Schools must supply one volunteer course official for every eight (8) entries they enter. School coordinators must complete the volunteer registration in the online entry system that indicates the volunteer names and which event(s) they would like to volunteer on. Volunteers must also complete an online volunteer waiver form. Please make sure all volunteers have completed their waivers before the event.

## At the Event

During the advertised event bib collection times, school coordinators must either collect all the school's event bibs or assign a delegate to do so. They are responsible for handing out event bibs to each of the competitors.

It is also highly recommended that you read the Interschools *Rules of Competition* and pass on the key rules to your team managers, families, and competitors.

If a competitor is injured, and you need to make a team change, you must contact Interschools to complete the team change. Changes must be made the day before the event. Please check the *Rules of Competition* for further information on rules of what team changes can be made. You will be asked to supply a medical certificate in order to make any changes.

## How Do I check if the School Has Previously Entered Interschools?

Prior to registering any school, it is important to contact Interschools first to check if the school is already registered for the online entry system.

If the school has entered previously, do not register the school again. Contact Interschools to change the school coordinator details. The school login is the school coordinator email address and a password which you can reset.

## School Coordinators Meetings

School coordinator webinars are held each May.

For school coordinators either taking over the role or representing a new school participating in Interschools for the first time, there is a zoom webinar that will overview;

- How to complete your entries in the Interschools Online Entry System
- School coordinator responsibilities
- Team manager responsibilities
- Volunteer registration and training
- Ticketing at events
- What to expect at an Interschools event
- Important Interschools rules

There is also a returning school coordinators webinar for those who are already familiar with Interschools events, how to complete entries, and the responsibilities of the role. The webinar will focus on any changes to events and rules for the year.

Please check the *Calendar of Important Dates* for school coordinator meeting dates and locations.



## School Coordinators Check List

### *Early in the Year*

- If you are a new school competing in the Interschools Championships, advise the school that you will be competing and advertise to students in a school newsletter, etc.
- Send out a letter/newsletter to all interested students outlining details such as the event dates and schedule, entry fees, team managers and number of volunteers required (if any), with a school version of the registration including a due date.
- Encourage all parents to register to subscribe to the Interschools eNews, which during winter months is often published weekly.

### *By End of April*

- Collect all registration from students and confirm team managers.
- Start to coordinate your school teams and individual entries.

### *May – Mid June*

- Register and attend a school coordinators meeting.
- Send a request to all participants to either register for a SnowID (if they are new to Interschools), or renew their SnowID (if they have previously participated) at <https://www.snowracer.com.au/registration/>. An active Snowracer membership (SnowID) is needed for the entry process.
- Send a list of all school teams and competitor positions in the team for each event, along with Team Managers for each team and volunteers to your families to confirm details are correct. Also include details about the online waiver forms.
- Send a request for volunteers (if required).
- Make any changes as required.
- Enter your teams, individuals, team managers and volunteers (if required) into the online entry system at <https://entryinterschools.com.au/>. Once the online entry system is closed, no more changes can be made without a doctor's certificate.
- Regularly check your online waivers, making sure all competitors and volunteers have completed the online waiver by the due date.
- Register your volunteer positions in the online entry system, if needed, and make sure your volunteers have also completed the online volunteer waiver. Please note that team managers DO NOT need to sign an online volunteer waiver, only those who are volunteering on a course.
- Have the school Principal sign the school tax invoice and make payment via the details listed on the invoice. Scan and email the school tax invoice to the details on the form. If the school is paying the invoice, please allow sufficient time for them to pay the invoice prior to the due date.

### *State & National Championships*

- Check the official invites for the details on which individuals and/or teams have been invited to the next competition level. The State and National invites will be available after all the Regional Championships have been held.
- Check the *Calendar of Important Dates* for due dates when entries open and close, payment is due, etc., for the State and/or National event.
- Confirm entries and team composition, noting all changes can only be made as per the *Rules of Competition*.
- Repeat checklist above noting that participants and volunteers only need to complete an online waiver once during the season.

## Chapter 4: How to Complete School Online Entries

The Online System is located at <https://entryinterschools.com.au/>

Schools can login at any time but will not be able to enter, edit details, or allocate volunteers until registrations to events are open to enter.

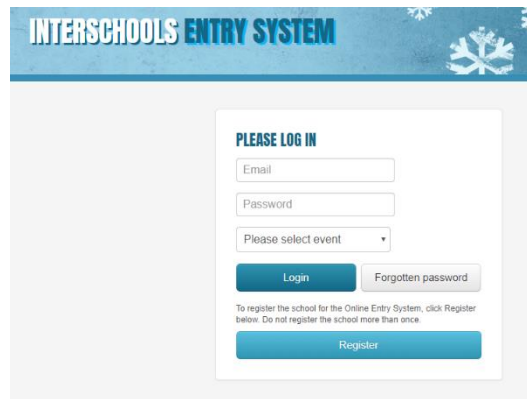
The Online Entry System works best using Google Chrome as your web browser. You can download Google Chrome by clicking [HERE](#)

### Is Your School Registered for the Online Entry System?

Schools need to register for the online entry system only once. If you are a new school, you can register the school at the above link. If you are not sure whether you need to register the school for the online entry system, contact Interschools first to confirm. The login for the online entry system is the school coordinator email address and password. If you are taking over from another school coordinator, [email](#) Interschools to amend the school login.

### Login

At the login page enter your email as the username and password. If you have forgotten your password click on the "Forgotten Password" tab to re-set. Select the event you wish to enter from the dropdown box.



The screenshot shows the 'INTERSCHOOLS ENTRY SYSTEM' login page. It features a blue header with the system name and a snowflake icon. The main content area is white and contains a 'PLEASE LOG IN' section with three input fields: 'Email', 'Password', and 'Please select event' (a dropdown menu). Below these fields are two buttons: 'Login' and 'Forgotten password'. At the bottom of the form, there is a 'Register' button and a small note: 'To register the school for the Online Entry System, click Register below. Do not register the school more than once.'

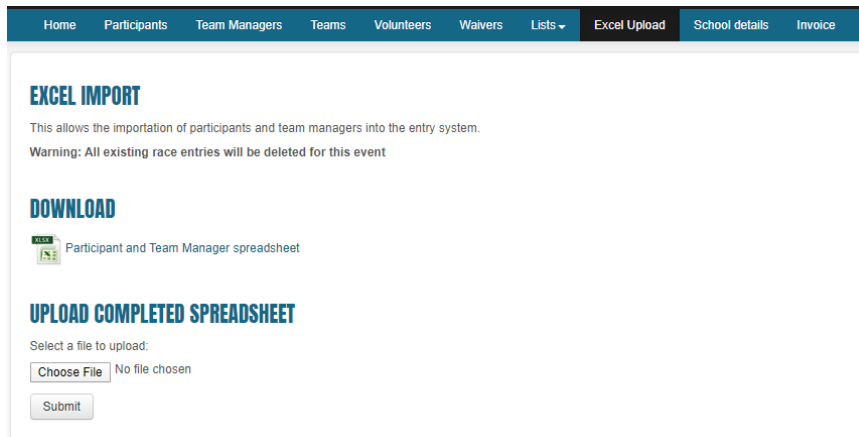
## Home Tab

The home page gives an overall picture of your schools' entries for the Championships you selected at login.

## Two Ways to Enter

1. If you have a small number of participants to enter, then it is best to enter them individually. Follow the steps below.
2. If you have a large number of participants, you can complete entries on the **Excel Upload** tab by using an excel spreadsheet to enter. Download and save the excel spreadsheet provided. On the **Participants** tab, enter your students SnowID, name and event details. On the Team Managers tab, enter your Team Manager names and mobile phone numbers. Once finalised, upload it into the Online Entry System. Your entries will appear on the **Team List** page. You then need to assign the Team Managers to each team on the **Teams** page. You can also edit your entries after this process by using the steps below.

*Important note: Any time you upload an Excel spreadsheet it will overwrite all Competitor and Team Manager details that have been entered for your school. It is recommended that you first load as many of your Competitors and Team Managers via the excel upload first. Any further adjustments and changes can be made on the system as needed.*



Here is an example of how the excel spreadsheet is completed:

	A	B	C	D	E	F	G	H
1	Participant Snow Id	Participant Name	Year Level	Discipline	Event Team	Event Division	Position In Team	Race Gender
2	9999	Wednesday Adams	10	Alpine	A	2	1	F
3	9999	Wednesday Adams	10	Ski Cross	A	2	1	F
4	8888	Bilbo Baggins	8	Snowboard Cross	A	3	1	M
5	8888	Bilbo Baggins	8	Snowboard	A	3	1	M
6	7777	James Bond	7	Snowboard	A	3	2	M
7	6666	Ferris Bueller	7	Snowboard	A	3	3	M
8	5555	Forest Gump	7	Snowboard	B	3	1	M
9								

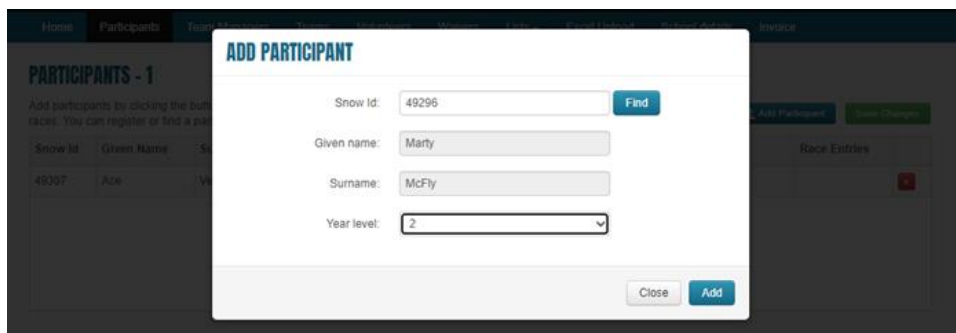
## Participants

This page allows you to add details of Participants.

Before entering new Participants for the school, participants will need to first obtain a Snow ID from the Snowracer website. All competitors must have an active SnowID number as a condition of entry into all Snow Australia Interschools events. An active SnowID number must be entered by the School Coordinators into the entry system at the point of registration for all Interschools events. SnowID's must be renewed each year from May 1.

You can search, register and renew a Snow ID from the Snowracer website <https://www.snowracer.com.au/registration/>

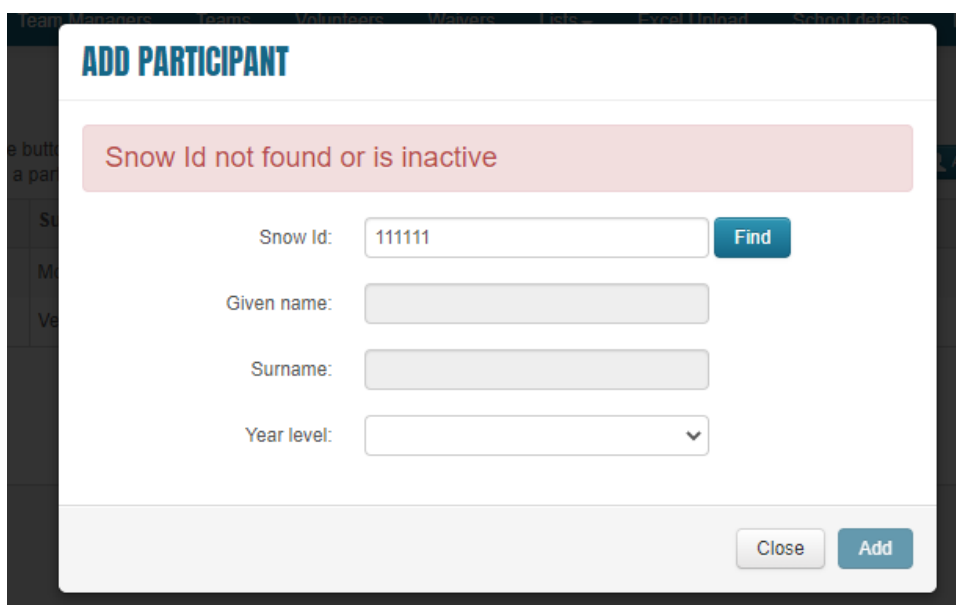
Click on the **Add Participant** button and enter the SnowID and click on the **Find** button. If the SnowID is active it will auto fill the Given and Surname of the participant. Select the Year level from the dropdown box and click on the **Add** button.



The screenshot shows a web interface with a modal window titled "ADD PARTICIPANT". The form contains the following fields and controls:

- Snow Id:
- Given name:
- Surname:
- Year level:
- 

If the SnowID is incorrect or not active an error message will display. Please contact the parent/guardian to renew their SnowID.



The screenshot shows the same "ADD PARTICIPANT" modal window, but with an error message displayed in a pink box at the top:

Snow Id not found or is inactive

The form fields below are:

- Snow Id:
- Given name:
- Surname:
- Year level:
- 

Continue until all Participants have been added. Always remember to save any changes before leaving the page.

PARTICIPANTS - 11							
Snow Id	Given Name	Surname	Year Level	Gender	Date of Birth	Email	Race Entries
49305	Indiana	Jones	9	Male	10/10/2006		
49300	Bilbo	Baggins	6	Male	05/05/2009		
49304	James	Bond	8	Male	09/09/2007		
49302	Ferris	Bueller	K	Male	07/07/2015		
49303	Forest	Gump	7	Male	08/09/2008		
49298	Captain	Kirk	4	Male	03/03/2011		
49296	Marty	McFly	2	Male	01/01/2013		
49299	Harry	Potter	5	Male	04/04/2010		

If any details are incorrect or names mis-spelt they can only be amended in the participants membership details on the Snow Australia website. If this is the case, please either get in touch with the participant to change this or Interschools.

Participants may be deleted from this page by clicking on the red box and saving changes.

## Team Managers

This page allows School Coordinators to enter Team Manager details.

To enter details, click on the **Add Team Manager** button. Enter Team Manager details, Given Name, Surname and mobile. Click on **Save Changes**. Team Managers may also be deleted from this page.

Changes can be made to Team Managers by clicking on the row and making corrections. Always remember to save any changes before leaving the page.

To assign Team Manager to teams or individual entries, go to the **Teams** page.

TEAM MANAGERS - 3			
Given Name	Surname	Mobile	
Joe	Clark	0402 456789	
Kylie	Johnson	0403 789123	
John	Smith	0401 123456	

## Teams

The Teams page is where Participants are selected to make up teams. You can also add a Team Manager to teams or individual entries on this page.

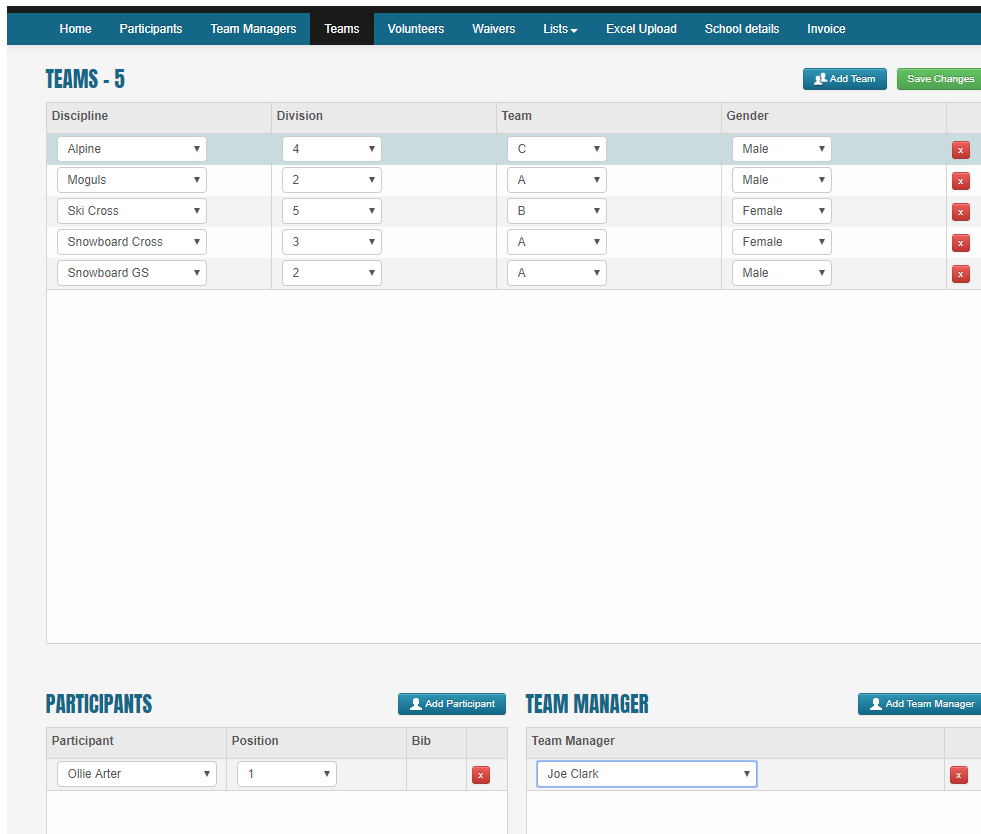
To add a Team or Individual entry select the **Add Team** button from the top right of the screen. Click on the drop-down box in *Discipline* and select the discipline the team is to be entered, Alpine, Moguls, Snowboard Cross, etc. Click on the *Division* drop box to select the team's division, 1, 2, 3 etc. Click on the *Team* drop box to select the Team order, Team A, B, C etc. Click on *Gender* to choose the Gender of the Team, Male or Female.

Once the Team has been selected, you can then select the Participants of the team. Individual entries will be a team with one member in position 1. Click on the **Add Participant** button and select the name of the Participant from the drop box. Then select the team position of the Participant selected from the *Position* drop box. You can order a team position by previous experience and results. In a team, the member in position 1 will complete the course earlier than positions 2,3, etc. Continue until the team is complete.

Once all Participants have been selected for the team you can then allocate a Team manager to the team. Click on the **Add Team Manager** button and select a name from the drop box. Click on **Save Changes** to save the team. Repeat this process until all Teams and Participants have been entered.

Changes can be made to any team by clicking on the row of teams at the top of the page and making corrections.

Remember to save any changes you make before leaving the Team page.



The screenshot shows the 'TEAMS - 5' management interface. At the top, there is a navigation bar with links: Home, Participants, Team Managers, Teams (active), Volunteers, Waivers, Lists, Excel Upload, School details, and Invoice. Below the navigation bar, there are buttons for 'Add Team' and 'Save Changes'.

The main section is a table with the following columns: Discipline, Division, Team, Gender, and a delete icon (X). The table contains five rows of team entries:

Discipline	Division	Team	Gender	
Alpine	4	C	Male	X
Moguls	2	A	Male	X
Ski Cross	5	B	Female	X
Snowboard Cross	3	A	Female	X
Snowboard GS	2	A	Male	X

Below the table, there are two sections: 'PARTICIPANTS' and 'TEAM MANAGER'. The 'PARTICIPANTS' section has a table with columns: Participant, Position, Bib, and a delete icon (X). It shows one entry: Ollie Arter in position 1.

Participant	Position	Bib	
Ollie Arter	1		X

The 'TEAM MANAGER' section has a table with columns: Team Manager and a delete icon (X). It shows one entry: Joe Clark.

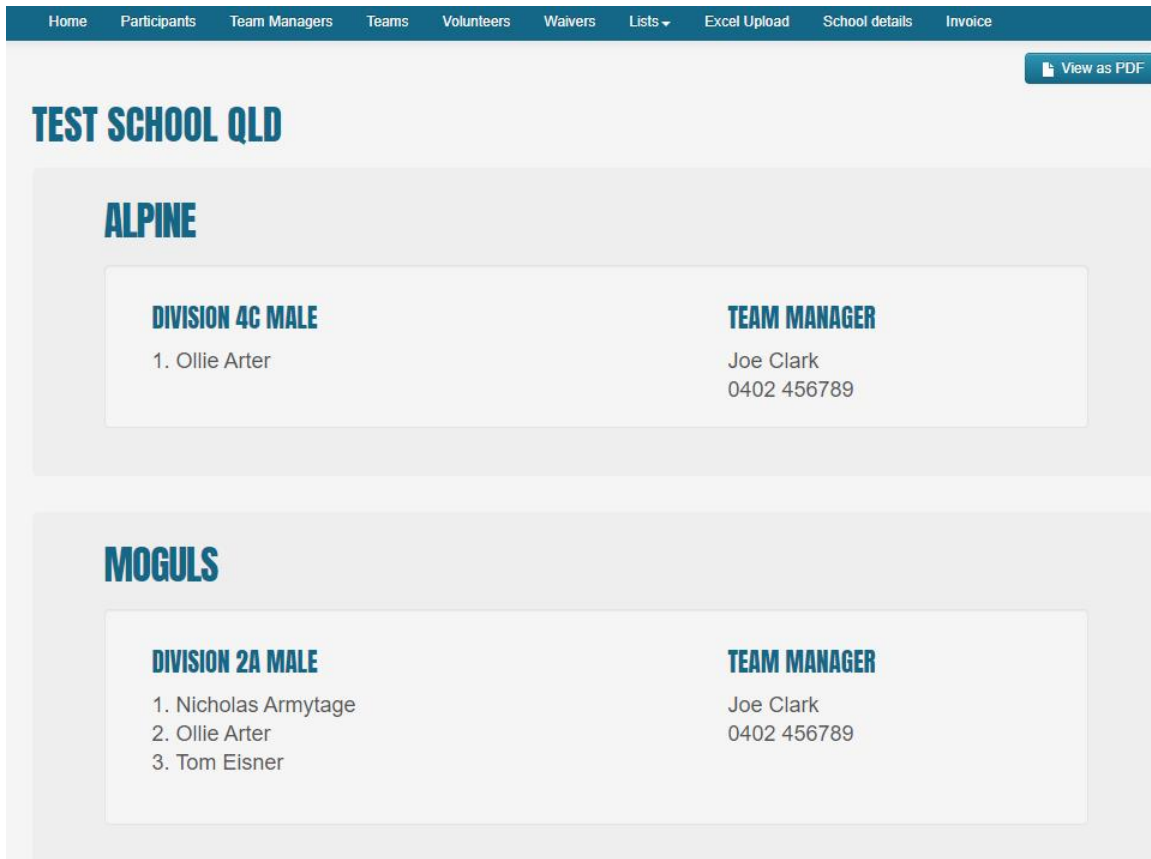
Team Manager	
Joe Clark	X

Buttons for 'Add Participant' and 'Add Team Manager' are located above their respective tables.

## Lists

### Team Lists

All Teams can be viewed in the Team List tab. This page shows all teams, in team member order, entered in all disciplines and the Team Manager allocated to each team. This can also be viewed and saved as a PDF.

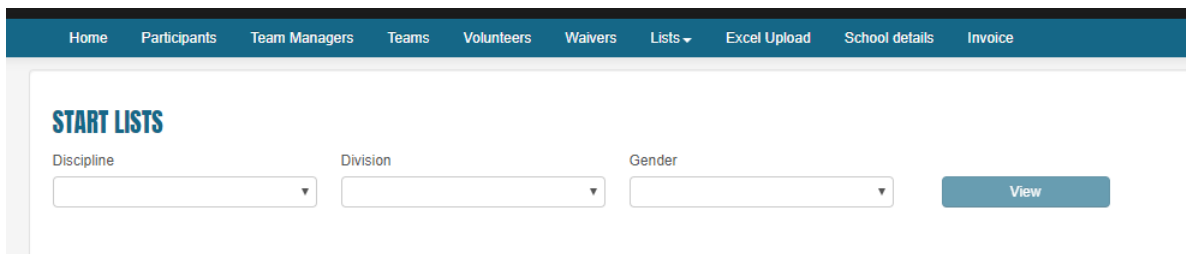


The screenshot shows a web interface for 'TEST SCHOOL QLD'. At the top is a navigation bar with links: Home, Participants, Team Managers, Teams, Volunteers, Waivers, Lists (with a dropdown arrow), Excel Upload, School details, and Invoice. A 'View as PDF' button is in the top right. The main content is divided into two sections: 'ALPINE' and 'MOGULS'. Each section contains a list of team members and a 'TEAM MANAGER' section.

Discipline	Division	Team Members	Team Manager
ALPINE	DIVISION 4C MALE	1. Ollie Arter	Joe Clark 0402 456789
MOGULS	DIVISION 2A MALE	1. Nicholas Armytage 2. Ollie Arter 3. Tom Eisner	Joe Clark 0402 456789

### Start Lists

Coordinators will be able to download start lists via the *Start Lists* page. Start lists with competitors bib numbers assigned will also be available on the Interschools website closer to the event date for the public to view.



The screenshot shows the 'START LISTS' page. It features a navigation bar identical to the previous screenshot. Below the navigation bar, there is a search form with three dropdown menus labeled 'Discipline', 'Division', and 'Gender'. To the right of these menus is a blue 'View' button.



## Volunteers

Coordinators will be able to enter volunteer course official details and positions on this page. Schools are required to supply volunteers for every 8 entries they make. The system will indicate how many Volunteers are required on this page. You can also add additional Volunteers on this page above the number you need to supply

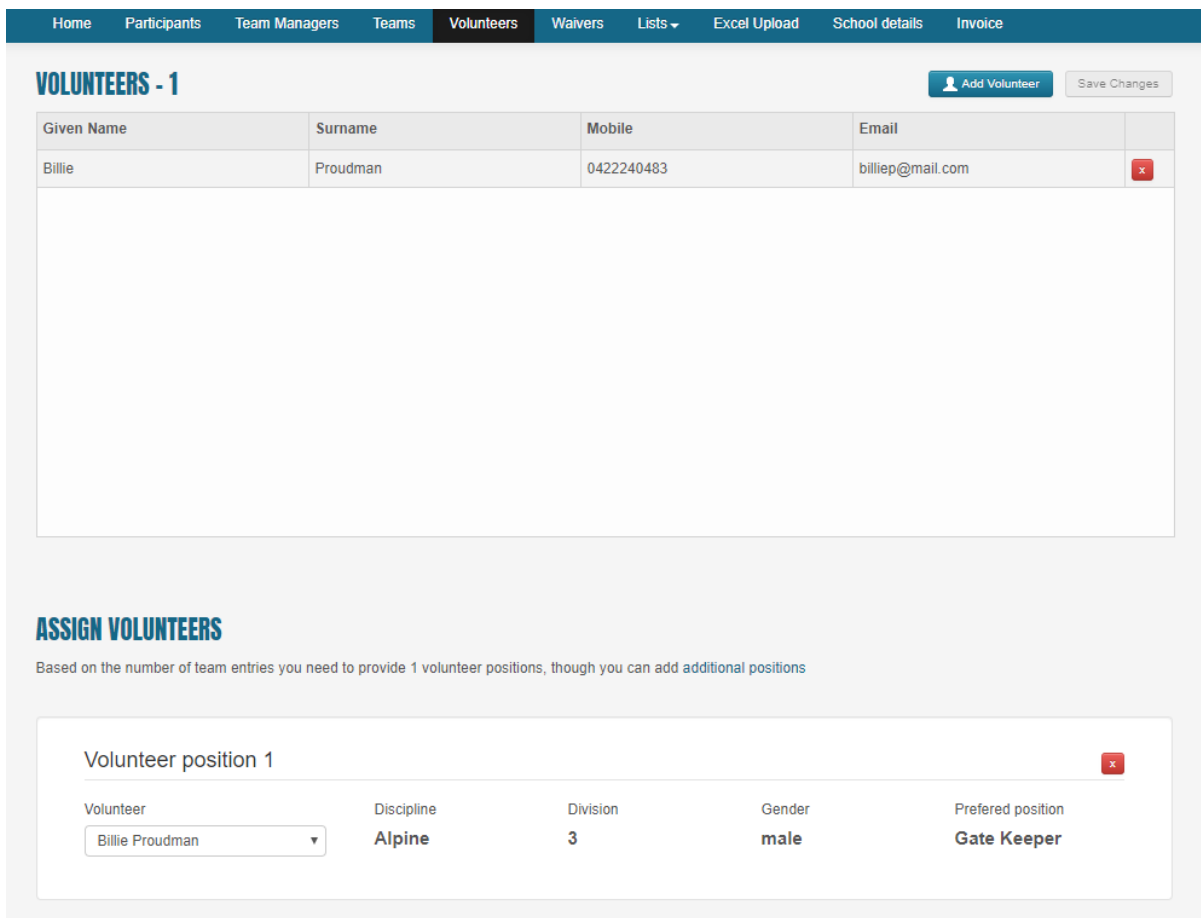
Click on the **Add Volunteer** button and enter details, gives name, surname, mobile and email. Click on **Save Changes** for each Volunteer entered. Volunteers can also be deleted from this page.

Changes can also be made to volunteer details by clicking on the row and making corrections.

Complete all positions under **Assign Volunteers**. Select the Volunteer name in Volunteer Position 1, then their preferred discipline, division, gender of race and Volunteer position.

Volunteer registration is on a first come first served basis, so you may find that a volunteer spot (discipline, gender and division) is not available. In this case, schools will need to register for another event that the volunteer can do.

Repeat process for all other positions. Always remember to save any changes before leaving the page.



The screenshot shows a web interface with a navigation bar at the top containing: Home, Participants, Team Managers, Teams, **Volunteers**, Waivers, Lists, Excel Upload, School details, and Invoice. Below the navigation bar, the page is titled "VOLUNTEERS - 1" and includes an "Add Volunteer" button and a "Save Changes" button. A table lists the following volunteer:

Given Name	Surname	Mobile	Email
Billie	Proudman	0422240483	billiep@mail.com

Below the table is a section titled "ASSIGN VOLUNTEERS" with a sub-header "Volunteer position 1". A note states: "Based on the number of team entries you need to provide 1 volunteer positions, though you can add additional positions". The assignment form shows the following details:

Volunteer	Discipline	Division	Gender	Preferred position
Billie Proudman	Alpine	3	male	Gate Keeper

## Waivers

Coordinators will be able to check completed Participant and Volunteer waivers on this page.

### Participants

Once entries are completed Participant names will appear under **Participants**. Once the online waiver has been completed by a Parent/Guardian, a green tick will appear next to the Participants name. If there is no tick, then a waiver has not been completed.

Names listed under **Unmatched Participant Waivers** have completed a waiver, however they either have not yet been entered in an event in the online entry system or they completed a waiver in a different name or spelling than their name in the online entry system. You can edit the name to match the spelling as entered in the system. They will then appear under **Participants** with a green tick. Once you have assigned the Participant to an event, their name will be listed under **Participants**.

### Volunteers

Once volunteers have been assigned to a volunteer position in the online entry system their names will appear under **Volunteers**. Once volunteers have completed an online waiver, a green tick will appear next to the volunteers name. If there is no tick, a waiver has not been completed.

Names listed under **Unmatched Volunteer Waivers** have completed a waiver but they either have not yet been assigned to a Volunteer position in the online entry system or they completed a waiver with a different name or spelling than their name in the online entry system. You can edit the name to match the spelling as entered in the system. They will then appear under **Volunteers** with a green tick. Once you have assigned the Volunteer to a Volunteer position, their name will be listed under **Volunteers**.

Home
Participants
Team Managers
Teams
Lists ▾
Volunteers
Waivers
Excel Upload
School details
Invoice

### PARTICIPANTS

Participants entered into events will show here. Once waiver is completed, a green tick will appear.

Name	Completed
Angus Allen	✔
Jordan Barlow	✔
Nick Batson	✔
Charlie Begg	✔

### VOLUNTEERS

Volunteers allocated to events will show here. Once waiver is completed, a green tick will appear.

Name	Completed
Helen Keepkie	✔
Felicity Cooper	✔
Elizabeth Dossator	✔
Marguerite Nassif	✔

### UNMATCHED PARTICIPANTS

Participant entered here have completed a waiver. Edit and save name to match to the name above.

Name	
Oliver Martin	✘

### UNMATCHED VOLUNTEERS

Volunteers entered here have completed a waiver. Edit and save name to match to the name above.

Name	
Louise McBride	✘
Fiona Barlow	✘
Mark Barlow	✘
Rosemary Berriman	✘

## School Details

This page allows schools to enter/change details of their School, Principal and Coordinators.

Home
Participants
Team Managers
Teams
Volunteers
Waivers
Lists ▾
Excel Upload
School details

School successfully updated

### SCHOOL DETAILS

#### Login Details

---

School Coordinator Email Address

Valid email address for logging into the system

Password

#### School Details

---

School Name

School Nickname

Optional

Address Line 1

Street address

Address Line 2

Optional

Town/Suburb

State

Postal Code

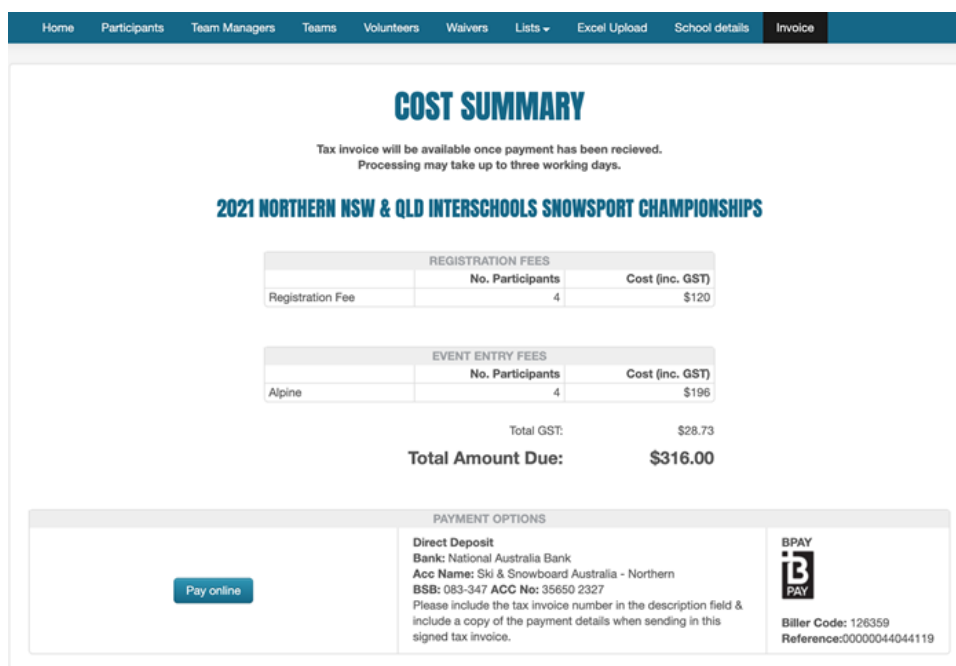
School Type

## Invoice

Once entries have been entered along with team managers and volunteers, coordinators may select the **Invoice** tab to generate a Cost Summary

The Cost Summary itemises:

- The Registration Fees for the number of participants and the total cost.
- The Event Entry Fees for the number of participants and the total cost.
- The Total amount due for payment.
- Payment options.




REGISTRATION FEES		
	No. Participants	Cost (inc. GST)
Registration Fee	4	\$120

EVENT ENTRY FEES		
	No. Participants	Cost (inc. GST)
Alpine	4	\$196
Total GST:		\$28.73
<b>Total Amount Due:</b>		<b>\$316.00</b>

PAYMENT OPTIONS		
<a href="#">Pay online</a>	<b>Direct Deposit</b> Bank: National Australia Bank Acc Name: Ski & Snowboard Australia - Northern BSB: 083-347 ACC No: 35650 2327 Please include the tax invoice number in the description field & include a copy of the payment details when sending in this signed tax invoice.	 <b>BPAY</b> Biller Code: 126359 Reference:0000044044119

There are three payment options; pay online with a credit card, direct deposit (you must reference school name when completing your transaction), and BPay.

Once your school payment has been processed (which may take up three working days), the tax invoice will be available on the invoice tab, which you can download as a PDF by clicking 'view invoice'.

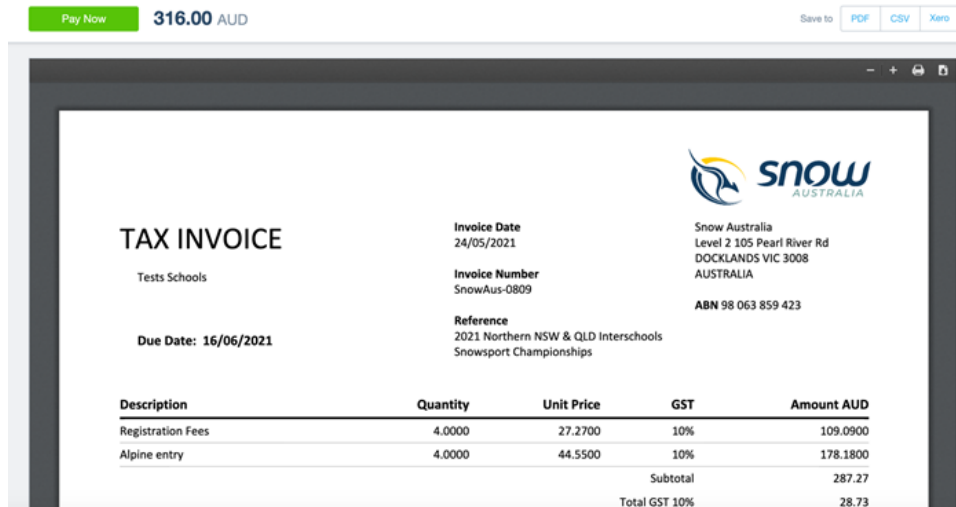


**COST SUMMARY**  
 Tax invoice: [View Invoice](#)

The principal and/or coordinator's endorsement for the team/s to compete in the Interschools events must be signed off on the tax invoice. Please email signed tax invoices to [interschools@snow.org.au](mailto:interschools@snow.org.au)

## Pay Online

The 'Pay Online' feature allows you to make a credit card payment.



‘Pay Now’ will take you to a secure payment gateway system to pay your tax invoice.

Checkout

**Personal Information**

Email

**Payment Information**

Name on Card

Card number  MM/YY  CVV

**Order Details**


1 x SnowAus-0795 \$256.00

---

**Total** \$256.00

Place Order

By continuing, you agree to the [Square Privacy Policy](#).



Powered by Square  
[Privacy Policy](#)

Please ensure that the payment of events is made prior to the due date. Payment for the school’s entries must be made in one lump sum, not individual payments. The due date is indicated on the invoice.

**The Interschools Event Entry fee must be paid in full prior to collection of the competitor event bibs. Competitors who have not paid the Interschools event entry fee will not be able to participate.**

## Chapter 5: Waivers

### What is the Interschools Participant and Volunteer Waiver?

The Interschools participant and volunteer waivers are a requirement of Perisher and Thredbo. It is a requirement that all participants and volunteers have completed a waiver prior to course inspection.

A Parent/Guardian or the Competitor (if over 18 years of age when completing the waiver) **MUST** complete the online waiver. It is **NOT** advised that School Coordinators complete the waiver for their students. The waiver is a legal document, and if required will be used in a Court of Law.

### What if I do not Complete a Waiver?

If the participant/volunteer waiver is not complete prior to the due date, the participant/volunteer will not be able to compete/volunteer.

### Do I need to Complete a Waiver for Each Championship?

No. Interschools only requires one waiver, per person, per year.

### Where do I find the Online Waiver?

The Interschools participant and volunteer waivers are located on the Interschools website from April each year.

Please ensure you complete and tick all boxes and click on the submit button at the bottom of the page. Once the waiver has been submitted a page will appear stating:

*"Thank you, your submission has been received."*

If the waiver has not been filled in correctly, a red box will appear stating the incomplete sections. The missing sections will also be highlighted in red.

### Do Team Managers Need to Complete a Waiver?

Team managers do not need to complete an online waiver.

### When are the Participant and Volunteer Waivers Due?

Please check the *Calendar of Important Dates* for due dates.

### How do School Coordinators Check Who Has Completed Waivers?

School coordinators are required to make sure that all participant and volunteer waivers are completed by the due date. School coordinators can check who has completed the waiver through the Online Entry System.

See Chapter 4, for more information on how to check who has completion of waivers in the online entry system.

## Chapter 6: Payments

### Entry Fees

There is a once-only annual registration fee of \$30 which is invoiced at the Regional Championships. The fee includes event insurance and administration costs for running the event. The registration fee is non-refundable.

For individuals that do not compete at the regional level and join the competition for the first time at the NSW/ACT/QLD State Championship (in cross country, and/or slopestyle for example), the school will be invoiced for their registration fees.

The 2022 entry fees are \$49 per event, per competitor at each Championships. Please note that the entry fees do not include your lift ticket.

The online entry system generates a tax invoice once you have completed your entries. This can be paid by the school or on behalf of the school. Payment can be made by Direct Deposit, BPay, or online Credit Card payment. Payment for the school's entries must be made in one lump sum. Individual payments will not be accepted. The School Principal and/or School Coordinator must sign the tax invoice.

### Invoice

The total of each School's Interschools event entry fees is calculated by the online entry system, which generates a cost summary for this amount.

Once the online entries have been completed, school coordinators can view and print the cost summary in the online entry system.

### When is Payment Due?

You will find the due date on the invoice and in the *Calendar of Important Dates*.

### How to Pay?

There are three payment options; pay online with a credit card, direct deposit (you must reference school name when completing your transaction), and BPay.

Once your school payment has been processed (which may take up three working days), the tax invoice will be available to download in the Online Entry System

### What do I do With the Tax Invoice?

As outlined in Chapter 3, the school must have the Tax Invoice signed by either the school Principal, or the coordinator. Once signed, please forward the invoice to Interschools, along with details of payments.

### Are Refunds Granted?

Refunds are not granted under any circumstance once the entries have closed.



## Chapter 7: Volunteer Course Officials

Volunteer course officials are required at Interschools events to create fair and safe courses for the competitors. For every eight entries that a school enters in a Championship, the school must supply one volunteer. Schools must register volunteers in the Online Entry System where they submit the volunteer names for the school and indicate the courses and position that they can volunteer on.

Schools who fail to provide the required number of officials for a Championship will incur a financial penalty of **\$110 per official**.

### Who Can be a Course Official?

Volunteers must be 19 years or older and cannot be a student at a competing school.

Volunteer course officials can be teachers, parents or other responsible adults. It is advisable that you do not volunteer on the same course where you also may be a team manager. Volunteers can undertake course official positions on more than one course.

### Course Officials Volunteer Waivers

Volunteer course officials must complete an online waiver form before they volunteer. Volunteer waiver forms are available on the website. It is the school coordinators responsibility to check that all volunteers have completed their waivers.

### Course Officials Training Course

It is very important that volunteers understand the various course official's roles undertaken at Interschools events before they volunteer.

Snow Australia has launched a new online training course that can be taken at any time before volunteers will be officiating at an Interschools event. It allows volunteers to be prepared for their role and be able to turn up on event day ready to go.

The training course has lessons in five main categories:

- an introduction to Interschools, its role in competitive snow sports and who manages the competition.
- key roles of the Resort Race Department at the Interschools events.
- Interschools Course Officials roles and responsibilities.
- Identifying the various types of incorrect gate passage.
- Mogul, Slopestyle and Cross-Country officials' roles and responsibilities, and
- Volunteer event preparation.

During the course, users are asked to complete several learning activities to test knowledge of the material.

For more information on the course, and how to register for the course, visit <https://www.interschools.com.au/info-hub/officials-training-course/>

### Volunteer Roster

Interschools endeavors to publish the volunteer course officials' roster at the same time as the competition schedule for the Championship, which is typically three days prior to the Championship. Interschools will

---

allocate the volunteers to the roster as best as possible as indicated in the Online Entry System.

### **Volunteer Course Officials Lift Tickets**

Volunteers are entitled to a free of charge lift ticket on the day which they are volunteering. The course official can only use this lift ticket if they do not already have a lift pass or season pass.

At Thredbo, course official lift tickets are collected at the Interschools event office at Friday Flat.

At Perisher, course official lift tickets are collected at the Interschools event office in the Perisher Centre. If you are arriving at the resort from Bullock Flat, you can collect a train ticket from the ticket office and then collect your lift ticket from the Interschools event office.

## Course Official Check-In

Course officials must check into the Interschools event office (details above) at the resort at least 30-45 minutes prior to the course inspection time. Course officials are required at the top of each course 10 minutes prior to the stated inspection time.

When you check-in, you will be given a folder, official's vest, and an option to take a bottle of water and snack pack. Please bring a backpack to put these items in. After you have finished your volunteer's duties on course, you will need to make sure that the folder and vest are returned to the Interschools event office.

## How Long do I Volunteer For?

Volunteers will be given a position on one course for the day (except if they indicate they are available for two courses). Volunteers are required to be on course 10 minutes before the course inspection time until all competitors on the course have completed their race. It is difficult to estimate how long a course takes to complete as it is determined by the number of competitors and the course snow conditions, etc. but it can take typically two to three hours.

## What Happens on the Day if I Cannot Volunteer?

If you cannot fulfil your volunteer course official's position, please contact your school coordinator first to try to replace yourself with another person from your school. If there is no school replacement, please advise Interschools as soon as possible.

Failure to check-in for a volunteer role at the Interschools event office or to find a replacement volunteer if you are unable to fulfil your position may result in penalties for the school at \$110 per official.

## Volunteer Tips

Please be prepared for all weather conditions when you are volunteering on our courses and make sure you have appropriate clothing options for all conditions.

Gate keepers can be the most exposed to the elements and will be standing or sitting down for the duration of the course. You will be required to write notes in this position, therefore please bring either inner gloves or similar which you can write with.

We encourage all Course Officials to bring a small backpack when you are scheduled on course to carry your course official material.

## Chapter 8: Team Managers

Team Managers are required for all teams or individual entries to ensure that competitors understand the *Rules of Competition* and course procedures.

### Who Can be a Team Manager?

Parents, teachers, and responsible adults can be team managers. You can be a team manager for more than one team. Team managers should not undertake a volunteer course official role on the same course which they are a team manager.

### Team Managers Responsibilities

Team managers are responsible for:

- Their team members wear the correct event bib number which has been assigned to them.
- Their team members arrive at the course in time for the course inspection and are visibly wearing their event bib number as instructed by officials.
- Undertake course inspection with the team and provide guidance on the course. Team managers must abide by the course inspection rules as outlined in the *Interschools Rules of Competition*.
- Make sure team members understand the *Interschools Rules of Competition* and in particular the course procedures. For example, what competitors do if they are interfered with on the course.
- Team members arrive on time for their event start.

### Team Manager Lift Tickets

Discounts on ticketing for team managers in 2022 is currently being discussed and updates will be published on the Interschools website.

## Chapter 9: What to Expect on an Event Day

### Is There any Training you Provide for the Competition?

Interschools does not provide training for the events. Perisher and Thredbo Snowsports Schools can provide quality coaching and instructing in all disciplines relating to all events.

Please refer to the Perisher and/or Thredbo website for their training information.

### Do You Get a Practice Run?

There are no practice runs for Alpine GS, Snowboard GS, Snowboard Cross and Ski Cross prior to the events, but rather a 'course inspection' where team managers and competitors get to look through the course prior to the start of the event.

For Mogul and Slopestyle events all competitors are required to have 'practice runs' prior to the events. These runs are referred to as 'training'.

For the Cross-Country events, the course is open to competitors in the morning before the first event is held.

### What is a Course Inspection?

A course Inspection is when the competitor, with the option of a team manager and/or coach, inspects the racecourse prior to the event. The course is available for inspection at least 30 minutes prior to scheduled race time and typically closes 10 minutes before the event starts.

When inspecting the course, competitors, team managers and coaches must do so by a slow control snow plough (for skiers) and slow controlled 'falling leaf' (for snowboarders) down the side or line of the course.

It is a requirement that all competitors have an inspection, and competitors must wear helmets and have their event bibs visible during inspection. See discipline rules within the *Interschools Rules of Competition* for specifics on course inspection.

### Can Spectators Watch?

Spectators are welcome to watch generally at the bottom or top of the course. Spectators must stay out of designated event areas, such as the start area.

Generally, spectators will need to be able to ski or board to the event course. In particular cases, spectators may catch chair lifts as a foot passenger or walk to courses. It is important to ask the Interschools Committee or resorts whether you can access a particular course prior to buying foot passenger lift tickets.

### Bib Collection

Please check the *Calendar of Important Dates* for bib collection times and locations. During the advertised event bib collection times, school coordinators must either collect all the school's event bibs or assign a delegate to do so. They are responsible for handing out event bibs to each of the competitors. Individual bibs from large schools cannot be handed out separately.

### Lift Tickets for Competitors

Discounts on ticketing for competitors in 2022 is currently being discussed and updates will be published on the Interschools website.

## Lift Tickets for Team Managers

Discounts on ticketing for team managers in 2022 is currently being discussed and updates will be published on the Interschools website.

## Lift Tickets for School Coordinators

School coordinators do not receive discounted lift tickets. It is recommended that school coordinators register as a Team Manager for one of their competing teams on competition day(s).

## Lift Access

All event participants, parents, team managers, coordinators and volunteer course officials will receive the same lift access as the public on event days. Therefore, it is recommended that you move about the resort with ample time to arrive at your intended destination on time.

Lift priority will only be provided during training sessions accompanied by a resort coach.

## Results

The three fastest times or highest scores of individuals for each male/female discipline, as well as the top three team placings, will be awarded medals at the Interschools Championships events.

At the Northern NSW & QLD Interschools Championship, both the NSW and QLD top three individuals and teams will receive medals.

The Interschools Championships results will be available on the Interschools website shortly after each event.

## Champion School Awards

Champion Schools will be awarded at the State and Australian Interschools Championships. Where a school enters more than **one** team per division in a discipline, the points of that school's best (one) team will only contribute to the Championship School points

The Award Categories are:

At the NSW/ACT/QLD Cross Country Championships:

- Champion Cross Country School (Secondary and Primary, Girls, Boys and Co-Ed), based on team results from the Cross Country Classic and Cross Country Relay.

At the NSW/ACT/QLD State Championships and Australian Championships:

- Champion School (Secondary and Primary, Girls, Boys and Co-Ed), based on team results from all disciplines (including Cross Country).

## Presentations

The presentation schedule will be available on the Championships competition schedule. If you cannot attend presentation and you missed receiving medals, please contact Interschools to organise collection.

## Presentation Locations

Please check the competition schedule for presentation locations and times.

---

## Event Photos

If there are photographers at events snapping action and presentation photos, Interschools will advertise details on how to purchase photos on the Interschools website.

## Participation Certificates

Participation certificates will be available for each Championships as a download PDF file on the Interschools website.

## Event Communication

### Interschools Event Office for Enquiries, Bib Collection, and Course Officials Check-In

The open times of the Interschools event office at the resorts during the event dates will be confirmed on the Interschools website.

At Thredbo, the Interschools event office is located at Friday Flat.

At Perisher, the Interschools event office is located inside the Perisher Centre.

## Interschools Snowsports E-news

The Interschools Snowsports E-news is the best way to be updated with current Interschools information. If you haven't already, register to receive our Interschools Snowsports E-news to be kept updated on all Interschools Snowsports information.

To register for the eNews, visit <https://www.interschools.com.au/subscribe/>

## Like us on Facebook

To keep up-to-date with the latest information, changes and photos of the events, click 'Like Page' NSW/ACT/QLD Interschools Snowsports Championships on your Facebook at <https://www.facebook.com/NSWACTQLDInterschools/>

## Interschools SMS Event Update

We will send out important event information updates to Coordinators, via SMS. This service will be a communication tool used to reduce the confusion to any alterations made during the events. If you are a School Coordinator, please ensure your mobile phone contact details are correct in the Online Entry System.



## Chapter 10: State and National Championships

### How to Qualify for State and National Events

Detailed information on qualifications for event progression for all states and territories is provided further below.

Participation in the NSW/ACT/QLD State Championships from ACT and QLD schools will be optional. ACT and QLD schools will receive a national invite as well as a State Championship invite from their results at the Regional Championships. ACT and QLD schools can choose to enter both or either of the events.

### NSW Qualification Guidelines

From the NSW Regional Championships, subject to competitive times/scores, up to the top five placed NSW teams and up to the top fifteen NSW individual competitors from all divisions and disciplines (based on a minimum performance level as determined by the Interschools Committee at each event), will be eligible to compete in the NSW/ACT/QLD State Championships (subject to the discretion of the Interschools Committee).

In the situation that less than the top five teams and top fifteen individual from a Regional Championship have been invited in a division, the Interschools Committee will review the results of all teams and individuals at all regional events and may invite additional teams and/or individuals to the State Championships, who have achieved competitive times. Final invites will be published on the website after the final Regional Championships has been held.

From the NSW/ACT/QLD State Championships, up to the top six placed teams and up to the top twenty individual competitors from all divisions and disciplines (based on a minimum performance level as determined by the Interschools Committee at each event) will be eligible to compete in the Australian Interschools Championships (subject to the discretion of the Interschools Committee).

### ACT, QLD, and International Qualification Guidelines

From the Regional Championships, subject to competitive times/scores, QLD and International teams that place within the overall top six team placings, along with QLD and International individual competitors that place in the overall top fifteen individuals, from all divisions and disciplines, will be eligible to compete in both the NSW/ACT/QLD State Championship and the Australian Interschools Championships (subject to the discretion of the Australian Interschools Committee).

From the NSW/ACT/QLD Cross Country Championships, subject to competitive times/scores, ACT, QLD, and international teams that place within the overall top six team placings, along with ACT, QLD, and international individual competitors that place in the overall top twenty individuals, from all divisions in all disciplines will be eligible to race in the Australian Interschools Championships (subject to the discretion of the Australian Interschools Committee).

### Slopestyle Qualification Guidelines

From the NSW/ACT/QLD State Slopestyle Championships, up to the top twenty individual competitors from Division 1-3, having received a minimum acceptable score, will be eligible to compete in the Australian Interschools Championship. Up to the top 6 teams will also be invited if all team members have met the minimum acceptable score. For NSW/ACT/QLD State Slopestyle competitors a minimum acceptable score (for Australian Championship progression) will be determined by the Australian Interschools Committee following completion of each event, and before invitations are extended to the National level of competition.

Historically this has been a score which is a minimum 45% of the total attainable score (45/100) and is often as high as 55% of the total attainable score (55/100). The minimum progression score determined by the Australian Interschools Committee reflects the Championship division level (competitor age), the course conditions, and the skill-level and quality of the athlete field.

## Can you Change Team Members in a Team That Has Qualified to the Next Championship?

Yes. At the NSW/ACT/QLD State Championships, each team participating in the event must have one original team member from the team which qualified.

At the Australian Championships, each team must have one original team member.

## Where do I Find Out if I Qualified?

Finalised invitations from the Regional Championships to the NSW/ACT/QLD State Championships, will be posted on the Interschools website soon after the end of all Regional Championships have concluded.

Following the NSW/ACT/QLD State Championships, the invites to the Australian Interschools will be published as soon as the event has concluded.

## How Do I Enter?

Once qualified for the NSW/ACT/QLD State Championships and/or Australian Championships, school coordinators will need to enter qualified competitors and teams into the Online Entry System. Check the *Interschools Calendar of Important Dates* on the website for online entry open and close dates for each Championships.

## Do I Need to Complete a Waiver?

If a waiver form was completed for the Regional Championships, you do not need to complete another waiver form for the State and/or Australian Championships. Interschools only requires one waiver, per person, per year.

## What Happens When the Australian Championship is Held in Victoria?

When the Australian Championships is held in Victoria, the Championship is organised by Victorian Interschools. Please note that there will be slight differences to the *Rules of Competition* along with event and Resort procedures. All event information will be available at <https://www.interschools.com.au/australian-interschools/>

---

## Chapter 11: Rules, Code of Conduct, and Policies

### Where do I Find the Competition Rules?

The *NSW, ACT & QLD Interschools Rules of Competition* can be downloaded from the Interschools website.

The *Rules of Competition* addresses all issues relating to Interschools, including but not limited to, entries, course information, results, State and National qualifications.

It is a requirement that school coordinators, team managers, parents and competitors familiarise themselves with these rules prior to the event.

### Code of Conduct

It is expected that all competitors, parents, coordinators, coaches, officials, administrators, team managers, spectators and the media adhere to the *Interschools Code of Conduct*, which is available on the website.

---

## Chapter 12: Snowy Mountains

### Accommodation

We recommend either staying in Jindabyne, Thredbo or Perisher. On snow accommodation may be limited but there are many accommodation options in or close to Jindabyne.

Overnight parking at Perisher Valley, Smiggin Holes and Guthega is limited to a few accommodation properties only. For additional day parking or free overnight parking, vehicles can be parked at Bullocks Flat.

### Getting to Perisher

From Jindabyne allow 45 minutes to Perisher Valley. The drive can be slow with traffic and/or snow on the road. You will enter the Kosciusko National Park and will require either an annual parks pass or day entry per vehicle. Entry passes can be purchased from the Kosciusko National Parks office in Jindabyne or the park entry at Sawpit Creek. It is a Kosciusko National Park policy that all vehicles (except 4-wheel drives) must carry snow chains in their vehicle whilst in the park.

An alternate option is to drive to Bullocks Flat and catch the Skitube to Perisher. From Jindabyne, allow 25 minutes along the Alpine Way. This road is less likely to have traffic and snow issues. You do not need to pay a Kosciusko National Park entry fee for your vehicle, however, you will need to purchase a Skitube ticket for travel to Perisher which includes a National park fee.

### Getting to Thredbo

From Jindabyne allow 40 minutes to Thredbo. You will enter the Kosciusko National Park and require either an annual Parks Pass or day entry per vehicle. It is a Kosciusko National Park policy that all vehicles (except 4-wheel drives) must carry snow chains in their vehicle whilst in the park.

## Chapter 13: Merchandise

Interschools partners with The Regatta Shop to provide Interschools Merchandise.

### What Merchandise is Available?

Hoodies (heavy and summer weight), long and short sleeve t-shirts and track pants are available to purchase. Prices range from \$40 - \$70. Every competitor name from each Championship appears on the back of the hoodies and t-shirts.

### Where is Merchandise Available?

The Regatta Shop can often be selling merchandise at either the State or Australian Championships. Merchandise is available for sale daily at the resort.

If merchandise is not on sale at the Championships or you missed purchasing items, sales will be available online through the Interschools website with links to The Regatta Shop  
<https://www.interschools.com.au/home-nsw-act-qld-sa/merchandise/>

## Chapter 14: Other Events and Program

There are other events and/or programs available for families to enter that complement the Interschools events and are held for development participants. Event details are detailed below.

### **Come and Try Interschools Race – June 26 @ Perisher**

Developed for our new and youngest Interschools participants in Divisions 6 and 5. The participation experience includes a giant slalom race on Front Valley for skiers and snowboarders to have a practice ahead of the Regional Championships where they may be competing for the first time.

Entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

For enquiries, contact [interschools@snow.org.au](mailto:interschools@snow.org.au)

### **The Scots Race – July 10 @ Perisher**

The Scots Race is a fun, family orientated race day where children of all ages from all schools, from transition upwards can compete, as long as they can ski or board down a gentle blue course such as Front Valley at Perisher (subject to weather), even if it is in a snow plough!

The race is organised by The Scots College Snowsports Association. Online entries are taken for this event at [Scots Race - The Scots College](#)

### **Redlands Cup – July 10 @ Thredbo**

The Redlands Cup is open to students from Kindergarten through to Year 12 and is a great 'warm up' for those preparing for the Sydney Regional Interschools Championship. Prizes will be awarded at the presentation for all competitors.

The Redlands Cup is organised by the Redlands Friends of Snowsports and entry information is available at <http://www.redlands.nsw.edu.au/redlandscup/>

### **Schools Nordic Day – July 18 @ Perisher**

A Schools Nordic Event Day including a Cross Country Freestyle race for all NSW, ACT, QLD schools. It will be held on the morning of Monday 18 July. An optional Biathlon event experience will follow the Cross Country Freestyle event, organised by Biathlon East Australia.

Entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

### **Schools Nordic Day – July 22 @ Falls Creek**

The Nordic Schools Day open to all Australian students. The event includes both a Cross Country Freestyle and a Biathlon Event.

Entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

### **Interschools Masters Juniors – July 29 & 30 @ Thredbo**

A new event targeted toward 19- to 29-year-old ex Interschools Snowsports Competitors, which includes Giant Slalom and Rider Cross events for skiers and snowboarders. The development of this new event aims to

inspire young adults to maintain and build their competition skill-levels and experience beyond their school years, with the objective to continue that involvement into both the UniSport Championships (where applicable), and the 30 to 80 Australian Masters Series.

Entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

## **ACT Schools Cup – August 14 @ Perisher**

For ACT Schools only, this event is run very similar to the Interschools Championships with team and individual awards in Alpine and Snowboard GS. A point score from the team results determines the overall Female and Male ACT School Champions.

For more information, visit <https://www.interschools.com.au/home-nsw-act-qld-sa/act-schools-cup/>

## **Amelia McGuinness Memorial Time Trials - August 19 @ Perisher**

The Amelia McGuinness Memorial Time Trials are open to school students K-12 and includes an Alpine race on Front Valley for the skiers and Snowboard Cross for the snowboarders. All money raised from the Trials goes towards the Amelia McGuinness Australian Snowsports Development Foundation (AMASDF). The AMASDF provides practical support, such as, equipment, training and resources for up-and-coming Winter Snowsports and Para Winter athletes from the age of 10 to 18 years old across all disciplines. Scholarship applications for the foundation open after the season.

Entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

[Event and Foundation information.](#)

## **Amelia McGuinness Alpine ‘Masters & Apprentices’ Time Trial – August 19 @ Perisher**

The ‘Masters & Apprentices’ Time Trial will be held following the completion of the Amelia McGuinness Memorial Time Trials and coordinated in conjunction with AMASDF and the Snow Australia NSW/ACT Alpine Community. It involves an Alpine race on Front Valley for parents, teachers and masters competitors.

Fun, prizes and lots of egos guaranteed! Entries can be submitted via the Snow Australia Events portal <https://www.snow.org.au/events/list/>

## **Snow Australia FUTURES Slopestyle Development Camp – August 21 @ Perisher**

Snow Australia FUTURES is a series of athlete development and talent identification programs to enhance the opportunities and resources for young and developing athletes in the snow sport pathway. The ski and snowboard slopestyle FUTURES is for Interschools athletes looking to compete at the State Championships, to develop their skills and increase their knowledge of the sport from coaches and elite slopestyle athletes.

## **Amelia McGuinness Sprint Time Trials & Team Sprints – August 22 @ Perisher**

A Cross Country event where all money raised goes towards the Amelia McGuinness Australian Snowsports Development Foundation (AMASDF). The AMASDF provides practical support, such as, equipment, training and resources, for up-and-coming Winter Snowsports and Para Winter athletes from the age of 10 to 18 years old across all disciplines. Scholarship applications for the foundation open after the season.

The event is organised by the Snow Australia NSW/ACT Cross Country Committee and the AMASDF and entries can be submitted via the Snow Australia events portal <https://www.snow.org.au/events/list/>

## Other Discipline Events and Programs

If you are interested in competing in snow sports, there are many training opportunities, programs, and events on offer.

### TRAINING

[Snow Australia Affiliated Pathway Providers – Find a Club](#)

### PROGRAMS

[Little Shredders and Gliders](#)

[Snow Australia FUTURES](#)

### EVENTS

[Snow Australia events portal](#)

[Alpine Calendar](#)

[Cross Country Calendar](#)

[Park and Pipe Calendar](#)



---

## NSW/ACT/QLD Interschools Snowsports Contact Details

### General

Postal Address: PO Box 740, Jindabyne NSW 2627

Email: [interschools@snow.org.au](mailto:interschools@snow.org.au)

Website: <https://www.interschools.com.au/home-nsw-act-qld-sa/>

### Office Locations

Jindabyne: Jindabyne Sport & Rec Centre, 204 Barry Way, Jindabyne NSW 2627

Canberra: AIS, Leverrier Street, Bruce ACT 2617

### Social Media

Facebook: <https://www.facebook.com/NSWACTQLDInterschools/>

Instagram: @interschools\_snowsports

#myinterschools

### Staff

Snow Australia NSW/ACT/QLD Administration Manager:

Cathy Lambert

Email: [clambert@snow.org.au](mailto:clambert@snow.org.au)

Mobile: 0402 123 796

Snow Australia National Event Manager:

Wendy Olsen

Email: [wolsen@snow.org.au](mailto:wolsen@snow.org.au)

Mobile: 0422 240 483