



CGSAV CROSS COUNTRY RULES AND HANDBOOK



CGSAV - Return to Play (COVID-19 safety measures)

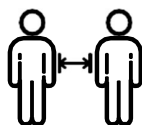
Practice good hygiene



Stop hand shakes, hugging or high-fives between players, coaches and umpires.



Clean hands on arrival, before play, during break and after play.



Where possible, **maintain social distancing** of 1.5m at all times unless competing.



Avoid touching your face and cover your coughs. No spitting.



Do not touch any other external equipment other than matchball or game implements.

Player and parent information

Spectators are currently allowed in all CGSAV events.

No socialising before or after competition.

Prepare/get changed beforehand. Avoid use of dressing rooms as much as possible.

Obey venue staff or COVID safety officer.



Stay home if...

- You are **feeling sick**
- You have a **sick family member** at home



Download and use the COVID safe app.





CGSAV CROSS COUNTRY RULES AND REMINDERS

FIRST AID

CGSAV will provide first aid for the event which will be booked by the Executive Officer. Each school is ultimately responsible for the first aid of their own students. Marshals situated around the course will have a basic first aid supply and a mobile phone if any problems.

*Due to the nature of cross country running, all students on medication e.g. asthmatics, anaphylactics should bring medication with them
(to be written on tag)

EVENT TIMES

All schools are asked to be at Yarra Bend no later than 9.00am
Allow 30 minutes to walk the course.

Division 1- Juniors (Years 7 & 8) 10.00am

Division 2 - Juniors (Years 7 & 8) 10.30am

Division 1 - Intermediates (Years 9 & 10) 11.00am

Division 2 - Intermediates (Years 9 & 10) 11.30am

Division 1 & 2 - Seniors (Years 11 & 12) 12.00pm

Presentations will take place between 12.30 - 1.30pm
(or earlier)

VENUE

Yarra Bend Park, Yarra Bend Rd, Fairfield (Mel Ref: 30 H12)

RUNNING COURSE

All events will be conducted over a 3km (3000m) course. The course is subject to modification at any time due to changes in weather conditions.

TEAMS

There will be no limit to the number of competitors that a school may enter. The first 4 members across the finish line will make the team result. Any team with less than 4 runners will receive the field plus one for the missing runner(s).

START AND FINISH

At the start, each school will have their top 10 runners lined up in pairs on the start line, with the remainder of the team approx. 3m behind them. At the completion of each race, students must remain in order in which they finish. They will be marshalled through a chute. Schools will be required to submit a results sheet as backup, listing their first 10 runners.

RESULTS

Live results can be accessed via link:
<https://my.raceresult.com/203263/results>

SCORING:

The first 4 runners from each school will make up the team score. This is calculated by adding their finishing places together. Therefore the lowest aggregate score is the winner.

E.g.

$$1+2+3+4 = 10$$

$$7+5+9+20=41$$

In the event of scores being tied, the team with the lower placed (closest to the winner) fourth scoring athlete shall be declared the winner.

E.g.

$$4+11+20+27=62$$

$$1+12+24+25=62$$

The second team is the winner due to the lower fourth placed runner i.e. 25th.

RULES

Runners must stay on the marked course. Runners deviating from the course shall be disqualified.

At the beginning of each race, participating schools will have 2 girls side by side on the start line, with the remainder of the team in pairs behind them.

All paper work is the responsibility of the organizing school. Prompt return of vital information is essential. Schools should ensure that all deadlines are met in regard to providing information to the organizing school.

UNIFORM

Team members must wear the school sports uniform when competing. Spikes are not allowed during competition. All timing bibs must be returned back to the Executive Officer in the envelope, in good condition and in number order at the completion of the event prior to departure. All bib changes must be communicated to the organisers **by 9.30am.**

AWARDS

Division 1 and 2 Junior, Intermediate, Senior and Overall team results will again be awarded at the end of the competition. Medallions will be presented to the first 10 place-getters in each event.

RUBBISH

Schools must bring rubbish bags to ensure no rubbish is left in the park.

SCHOOL TENTS

Schools must only bring weights for their tents as spikes are not permitted. Schools to bring tarps for the grounds as it's normally damp whilst waiting and for all their students to have warm clothing for the whole day.

TOILETS	We will have the use of the park toilets plus a bank of portable toilets.
BUSES	School buses must have their school names displayed on the window (as requested by Traffic Management Plan).
COFFEE VAN	This will be arranged by the Executive Officer if possible.
STAFF OFFICIAL	Officials must report to the recording tables no later than 9.15 am. The staff official will assist with either on the course marshalling or finish line recording. If you have assigned the job of an on-course marshal, please bring a small first aid kit and a mobile phone.



MARSHALLING ROLES

Start Marshall

1. Lay out the school identification cones on the starting line
2. Assist with organizing students into pairs at the starting line, with the remainder of the team approx. 3m behind them
3. Just prior to the race collect the cones
4. Once students are lined up correctly, communicate with organizer that the runners are ready. Begin the race by sounding the starting whistle/horn.

Finish Marshal – Finish Line

1. Position yourself near the finishing line
2. Keep students moving through the finish line, direct students to the first aid tent if unwell.

Checkpoint Marshal

PRE- EVENT

1. Slip on the fluoro bib provided and move out to your designated **checkpoint** as marked out on your map.

DURING THE EVENT

1. During each of the three races please direct the runners through the course as marked out by the small cones and/or mini flags. This year students will do the shorter 1km loop turning at checkpoint 3 followed by the longer 2km loop.
- 2.

RACE TIMES ARE AS FOLLOWS

TIME OF EVENT	EVENT
10.00AM	JUNIOR DIV.1
10.30AM	JUNIOR DIV 2
11.00AM	INTER DIV.1
11.30AM	INTER DIV.2
12.00PM	SENIOR DIV.1 & DIV 2

Risk Assessment and Management Template

Event name & location: SECONDARY CATHOLIC SPORTS ASSOCIATION CROSS COUNTRY EVENT YARRA BEND

Assessment conducted by: Dennis Makaling

Date of assessment:

What is Risk? Risk is the chance of something happening that will have an impact at your event. As the Event Organiser, you are responsible for managing risk at your event. Identifying and implementing strategies to prevent or reduce the frequency and consequences of a risk occurring is the best way to protect the safety of people, property and the environment.

Assessment Process: The following table allows for risk to be assessed on both the *likelihood* of the risk occurring and the *potential impact* of the risk.

Potential Impact → Safety (S) Environmental (E) Likelihood ↓	Insignificant (1) (S) No or low level first aid required (E) No serious ecological impact	Minor (2) (S) First aid required (E) Temporary & non-serious impact	Moderate (3) (S) Medical treatment required; reversible damage to health (E) Temporary impact; some local or short term impacts	Major (4) (S) Medical treatment required; irreversible damage inc. death or multiple injuries (E) Long term or permanent major ecological impacts	Catastrophic (5) (S) Medical treatment required; irreversible damage inc. multiple deaths (E) Major ecological kill; long term or permanent impact
Rare (1) Almost never happens	Low (L)	Low (L)	Low (L)	Moderate (M)	High (H)
Unlikely (2) It could happen, but not likely	Low (L)	Low (L)	Moderate (M)	High (H)	High (H)
Moderate (3) It could occasionally happen	Low (L)	Moderate (M)	Moderate (M)	High (H)	High (H)
Likely (4) It could happen frequently	Low (L)	Moderate (M)	High (H)	High (H)	High (H)
Almost Certain (5) Expected to occur	Moderate (M)	Moderate (M)	High (H)	High (H)	High (H)

Assessing Risks

Identify risk		Assess risk			Control measures	Residual risk			
Identify the area of risk	What are the associated hazards?	Likelihood	Impact	Risk Rating	What actions will be taken to reduce or remove the risk?	By whom and when?	Likelihood	Impact	Risk Rating
SAFETY									
E.g. Working Outdoors	Sunburn, dehydration	3	3	M	- Marquees to provide shade, sunscreen & bottled water available - Qualified medical staff on site	- Event Organiser on day - St John	2	2	L
Running outdoors		3	2	L	Check the course to see the state of the ground after each race	- Event organiser	2	2	L
Injury from trip or fall		3	2	M	Course inspection First aid available on course Line of sight checkpoints Bike rider at rear of the running group with Walkie Talkies& Mobile Phones for communication	- Event organiser - First aider - Rear Bike rider	3	2	L
Athlete suffers an Asthma incident		3	3	M	Rules allow athlete to carry inhaler First aid available on course Line of sight checkpoints First Aid Vehicle & Bike rider at back of pack Walkie Talkies/ mobile phones for communication	- Event organiser - First aider And Rear Bike rider	3	2	M
Athlete becomes exhausted		1	1	L	First aid available on course Line of sight checkpoints First Aid Vehicle & Bike rider at back of pack Walkie Talkies/ mobile phones for communication	- Event organiser - First aider Rear Bike rider	3	2	L

Hypothermia	1	2	M	First aid available on course Line of sight checkpoints First Aid Vehicle & Bike rider at back of pack Walkie Talkies/ mobile phones for communication	- First aider Rear Bike rider	Event organiser	3	2	M
UV Exposure	1	2	M	Sunscreen available on site			1	1	
Dehydration	1	1	L	Water available on site			1	1	
Collision between athletes and spectators				Course marked with flags Announcements to keep course clear .Designated area to cross the finish straight. First aid available on course Line of sight checkpoints First Aid Vehicle & Bike rider at back of pack Walkie Talkies/ mobile phones for communication					
Injury from lightning strike				Delay event for thirty minutes after last strike					

ENVIRONMENTAL / ECOLOGICAL

E.g.	Litter / Debris	4	3	H	- Additional rubbish bins to be positioned through Park - Additional rubbish collection arranged	- Jo Smith rubbish removals	3	2	M
	Litter	4	3	H	Provide extra garbage bags to all schools and host school to remove all rubbish from the course site.				
	Insufficient Toilets	4	3	M	Hire of portable toilets sufficient to cope with the number of people attending	Delivered at 7.00 am and pickup at 1.30pm	1	1	L

Safety Plan

If an incident does occur at your event, are there arrangements for:

		Details / Comments	
Emergency evacuation	Yes / No	If there needs to be an evacuation:- Students will be asked to return to their bus pickup area and Once everyone is accounted for there they will either be asked to leave with their school or return to the area once it is deemed safe by emergency services.	
Emergency communications	Yes / No	Walkie talkies or mobile phone. All schools will have the organisers Phone number in their phone. Event organiser to contact emergency Services and Parks Victoria. Schools will be informed of the emergency and the supervising teacher will ensure that all their school is safe and aware of the Planned procedure. Staff at schools will already know the planned emergency Evacuation by a document send to each school one week before an event.	Standard Contacts Emergency Services: 000 Parks Victoria: 13 1963
First aid	Yes / No	Sport Staff One	

Emergency contact on the day

Name: Sacred Heart Girls College

Phone: _____

Signature: *Lauren Munday*

Date: 1 June, 2023

Child Safety - Code of Conduct



Safeguarding Children and Young People at CGSAV Events Code of Conduct CGSAV –Catholic Girls Sports Association of Victoria

The Catholic Girls Sports Association of Victoria (CGSAV) provides the opportunity for students of member Colleges

- to enjoy and experience sport through representing their school,
- to strive for their personal best through individual and team based competition,
- to feel valued, make new friends and social connections, develop a sense of self through mastery of skill and involvement in teams
- to improve their physical fitness, health and well being

Through the participation in sport within CGSAV we aim to develop:

- sportsmanship, including the ability to win with modesty, lose with dignity and accept decisions
- interpersonal skills, where students learn appropriate communication skills and behaviours within their team and towards their opposition
- suitable competitions that allow for new skills and/or refine already existing skills
- students develop a connectedness to their own College and develop friendships/ connections with students from other associated Colleges
- students develop a sense of pride through representing themselves and their College out in the community
- a range of students develop leadership skills
- staff have an opportunity to interact with students in a positive manner.

Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at **CGSAV Events** against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, and board/school council members at **CGSAV** are expected to actively contribute to a school sporting association culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

Acceptable behaviours

All staff, volunteers, contractors, visitors, parents/guardians and board/school council members are responsible for supporting the safety of children within our association by:

- adhering to the [CGSAV Child Safety Policy](#) and upholding the associations commitment to child safety at all times
- taking all reasonable steps to protect the young people at our events from abuse
- treating everyone in the CGSAV community with respect, modelling positive and respectful relationships and acting in manner that sustain a safe and positive environment
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander young people
- promoting the cultural safety participation and empowerment of young people with culturally and /or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of young people with a disability

- if an allegation of child abuse is made, ensuring as quickly as possible that the young person/people are safe in accordance with the [CGSAV Child Safety Policy](#)
- ensuring that this Code of Conduct is followed in any interactions with students from every associated member school of CGSAV when attending any CGSAV event

Unacceptable behaviours

All staff, volunteers, contractors, visitors, parents/guardians and board/school council members must NOT:

- exhibit behaviours with young people which may be construed as unnecessarily physical
- engage in open discussions of a mature or adult nature in the presence of young people
- use inappropriate language in the presence of young people
- express personal views on culture, race or sexuality in the presence of young people
- discriminate against any young person on the basis of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- photograph or video a young person without the consent of the parent or guardian
- consume alcohol or take illicit drugs under any circumstances at an event where students are present.
- work with any young person while under the influence of alcohol or illegal drugs

Responsibilities in matters of Child Safety:

All staff, volunteers, contractors, visitors, parents/guardians and board/school are responsible for:

- listening and responding to concerns of young people; particularly if they are telling you that they or another young person have been abused or that they are worried about their safety/the safety of another young person
- reporting any allegations of child abuse as outlined in the [CGSAV Child Protection – Reporting Obligations](#)
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic) and as contained in the [CGSAV Child Safety Policy](#)
- reporting any child safety concerns as outlined in the [CGSAV Child Protection – Reporting Obligations](#)
- ensuring as far as practical that adults are not alone with a young person
- ensuring child safety protocols at all CGSAV events and venues are implemented
- ensuring risk assessments at all CGSAV events and venues incorporate child safety

All staff, volunteers, contractors, visitors, parents/guardians and board/school must NOT:

- ignore or disregard any suspected or disclosed child abuse
- put young people at risk of abuse
- initiate unnecessary physical contact with a young person or do things of a personal nature that a young person can do for themselves, such as toileting or changing clothes
- exchange personal contact details such as phone number, social networking sites or personal email addresses with a young person

Full details of the following are available on the CGSAV Website (scsa.org.au):-

- [CGSAV Child Safety Policy](#)
- [CGSAV Child Protection – Reporting Obligations](#)



Code of conduct for Coaches/ Officials/ Players.

The following information has been adapted from the Australian Sports Commission document – Code of Conduct.

Official Code of Behaviour

In your role as an official appointed by *your school* ,*you must* :

1. Place the safety and welfare of the players/participants above all else.
2. Accept responsibility for all actions taken.
3. Be impartial.
4. Avoid any situation which may lead to a conflict of interest.
5. Be courteous, respectful and open to discussion and interaction.
6. Value the individual in sport.

Coach Code of Behaviour

In your role as a coach appointed by the school, as the Coach you :

1. Do not tolerate acts of aggression.
2. Provide feedback to players and other participants in a manner sensitive to their needs. Avoid overly negative feedback.
3. Recognise players' rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, first aiders doctors and physiotherapists).
4. Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
5. Encourage and facilitate players' independence and responsibility for their own behaviour, performance, decisions and actions.
6. Involve the players in decisions that affect them.
7. Encourage players to respect one another and to expect respect for their worth as individuals regardless of their level of play.
8. Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
9. Be acutely aware of the power that you as a coach develop with your players in the coaching relationship.
10. Avoid situations with your players that could be construed as compromising.
11. Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your players.
12. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
13. Know and abide by rules, regulations and standards, and encourage players to do likewise. Accept both the letter and the spirit of the rules.

Player Code of Behaviour

In your role as a player/participant in any activity held by CGSAV , you will:

1. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
2. Not tolerate acts of aggression.
3. Respect the talent, potential and development of fellow players and competitors.
4. Care for and respect the equipment provided to you as part of your program.
5. Be frank and honest with your coach concerning illness and injury and your ability to play
6. Conduct yourself in a professional manner relating to language, temper and punctuality.
7. Maintain high personal behaviour standards at all times.
8. Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
9. Cooperate with coaches, officials and staff.



INCLEMENT WEATHER PROCESS FOR CANCELLATION

All sport should proceed where possible, in all weather conditions, with the exception of hail, lightning and extreme heat. Weather conditions need to be continually assessed during the playing time. In rainy conditions the playing surface conditions must be considered safe by the responsible staff. Safety of players is paramount.

Wet Weather

Cancellations due to wet weather should be made by 7.00am on the morning of the event (adverse weather conditions - <http://www.bom.gov.au/vic/forecasts/melbourne.shtml>), otherwise cancellations should be made at the venue.

Lightning and Severe Hail

Where student safety is compromised with severe hail or electrical storms play will immediately stop. In the case of electrical storms play should only recommence if students' safety can be assured i.e. 30 minutes after the last sound of thunder. Should weather conditions fail to improve, the game shall be cancelled.

Thunderstorm (including asthma policy).

All people at increased risk of thunderstorm asthma should:

- learn about thunderstorm asthma and what they can do to help protect themselves during grass pollen season
- where possible, avoid being outside during thunderstorms from October through December – especially in the wind gusts that come before the storm.
- have an asthma action plan (if advised to by your GP) and have practical knowledge of the four steps of asthma first aid
- have reliever medication appropriately available in grass pollen season and be aware of how to use it (ideally with a spacer)
- be alert to and act on the development of asthma symptoms as explained in your asthma action plan if you have one, or if you don't, use asthma first aid.
- Check the epidemic thunderstorm asthma forecast during the grass pollen season at [VicEmergency](#)
- While CGSAV is the managing body of a CGSAV event, each school should still be responsible for their own students regarding the management of each student's asthma action plans.

(<https://www.betterhealth.vic.gov.au/health/conditionsandtreatments/thunderstorm-asthma>)

Extreme Heat

Cancellations due to extreme heat should be made at the venue if the weather forecast exceeds 34°C, however if the forecast is greater than 34°C the day prior, the event can be cancelled & all schools contacted (<http://www.bom.gov.au/vic/forecasts/melbourne.shtml>),

Sports Medicine Australia has written a policy on exercising in heat, with reference to The Heat Stress Index or WBGT (wet-bulb globe temperature). The WBGT takes into account temperature, humidity and air velocity and it is considered a reliable measure of the environmental heat stress. A safe temperature level will be set by the CGSAV using the SMA policy as reference material. A guideline temperature is **34°C** (<https://sma.org.au/resources-advice/policies-and-guidelines/hot-weather/>)

Match Results

If a match cannot continue for safety reasons, a minimum of half the match needs to have been completed for there to be a result.

Major Carnivals, Annual Events and Tournaments

The CGSAV Executive Officer will make cancellations for full day activities as early as possible. The decision to cancel will be rung through/emailed to each school – from here Parents/Carers will be contacted by each school.

If a cancellation has not been made prior to the start time, it is expected that all schools will arrive in plenty of time for the start of the carnival, event or tournament. CGSAV has the right to cancel or abandon aspects of the event at any time when inclement weather makes the activity unsafe.

Inclement weather

During the round robin phase:

If inclement weather occurs during the round robin phase of the tournament, a winner will be awarded if 80% of the games have been completed. If less than 80% of the games have been completed and there is no back up date, no winner(s) will be awarded for that year.

During finals:

If inclement weather occurs after all rounds have been played & before the finals have been played, then the results will be taken from the points & percentages from the rounds to establish the winner. Highest points & percentage will be the winner for the event.

If inclement weather occurs half way through the finals, then the team ahead at the time is declared the winner.



CGSAV CROSS COUNTRY HONOUR ROLLS – SCHOOL WINNERS

DIVISION 1 – 2014

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
SHC Geelong	Star of the Sea	SHC Geelong	SHC Geelong

DIVISION 1 – 2015

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
SHC Geelong	SHC Geelong	Sacre Coeur	SHC Geelong

DIVISION 2 - 2015

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Kilbreda	Kilbreda	Santa Maria	Kilbreda

DIVISION 1- 2016

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Sacre Coeur	SHC Geelong	SHC Geelong	SHC Geelong

DIVISION 2 – 2016

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Avila	Avila	Academy	Avila

DIVISION 1 – 2017

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Mater Christi	Sacre Coeur	SHC Geelong	SHC Geelong

DIVISION 2 – 2017

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Kilbreda	Kilbreda	SHGC	Kilbreda

DIVISION 1 – 2018

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Star of the Sea	Sacre Coeur	SHC Geelong	SHC Geelong

DIVISION 2 – 2018

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
OLSH	CLC	CLC	CLC

DIVISION 1 – 2019

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
SHC Geelong	Mater Christi	Sacre Coeur	Sacre Coeur

DIVISION 2 – 2019

<i>JUNIOR</i>	<i>INTERMEDIATE</i>	<i>SENIOR</i>	<i>OVERALL</i>
Ave Maria	Avila	Santa Maria	Santa Maria

DIVISION 1 & 2, 2020 CANCELLED DUE TO COVID

DIVISION 1 & 2, 2021 CANCELLED DUE TO COVID