## 10-19 years <br> Cross Country Competition Procedures

Pathways for excellence in representative school sport Inspiring world-class opportunities for sporting success, engagement and wellbeing

## Queensland Representative School Sport

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## Change History

| Version | Date | Description | Prepared by |
| :--- | :--- | :--- | :--- |
| 1 | 06.11 .23 | Competition procedures update to new <br> format | Michael Herman |
|  |  |  |  |
|  |  |  |  |

NOTE: This manual is to be read in conjunction with the:

- School Sport Australia policies and guidelines
- Queensland Representative School Sport Leadership handbook


## Queensland Representative School Sport

## Sport Competition Guidelines <br> Minimum Venue Standards

The host region venue must comply with audit requirements and:

- complete a procurement process (where required).
- have sufficient and suitable (e.g. cabin/motel style) accommodation within the host town/city to provide places for all visiting parents/supporters competitors/ student officials/team officials
- have access to appropriate transport to/from the host town/city
- have access/proximity to 24 hour medical services (e.g. hospital, ambulance, dentist, physio)
- The playing venue must be a suitable standard and must comply with the sport specific minimum requirements. Consideration must also be given to factors such as:
o sufficient number of suitably sized change rooms present
o spectators must be adequately catered for with suitable viewing, toilet facilities, canteen etc.
o Competition Area - Field of Play/number of courts or fields required
o Suitable shade \& shelter for hot \& wet weather if necessary
o Access to water
o Officials' Room with secure area for official's bags
o Championship working group control room
- Access to internet
- Laptop and printer
- Photocopier
- Paper
- General stationery


## First Aid

A minimum of two First Aid Officers/Sports Trainers must be provided each day of competition. Any child treated must be accompanied by a Team Official or parent.

## Spectator's facilities

Ensure there is sufficient shade, seating, toilets facilities, food and drinks vendors.

## Officials

It is preferable that all key officials have a minimum Level accreditation and first aid/CPR. The key officials are (but not limited to):

- Tournament Director
- Technical Convenor
- Chief Referee

Additional officials required (list individually)
Student Officials - insert QRSS 'categories'

## Equipment

- The Host Region must supply all equipment for the safe conduct of the Championships.
- All equipment must comply with sport specific requirements
- Other necessary equipment is:
- Competition Software (if applicable)
- Access Passes (if applicable)

Competition areas must be checked each day for potential hazards and steps must be taken to rectify or make safe these potential hazards.

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## Bulletins

## Bulletin 1

- Team levy
- Venue
- Dates
- Pre-championship meeting date and venue
- Participating regions
- Team size
- Competition working group contact details
- Program of events
- Sports medicine arrangements
- Opening ceremony information
- Closing ceremony information
- Photo graph cost
- Canteen arrangements
- State nomination details


## Bulletin 2

- Confirmation of previous bulletin information
- Draw
- Photo Schedule

Additional information required for the tournament Links for Live results \& Live streaming

## Special Guest for Opening ceremony

- Education Minister, Sport Minister
- Director Teaching and Learning
- Local Government representative
- Department of Education


## Ceremonies

Opening Ceremony
Closing Ceremony
Invitation to the following:

- Host Region officials
- Key Event Officials
- Team Officials
- QRSS Board
- State Organisation
- Event sponsors
- Sponsor representative
- State Sporting Organisation Representative


## Meetings

Pre-Championship Meeting
Selection Meetings
Post-Championship Meeting (if applicable)
A pre-championship meeting, chaired by the host RSSO / Asst. RSSO, in conjunction with the QRSS-SE member in attendance shall be convened for the purpose of discussing the conduct of the championships. The convenor may also be involved in the hosting of the meeting.

Regional team lists are to be confirmed at the pre-championship meeting. No changes are to occur after the list is confirmed.

A post-championship meeting may be convened and from this meeting recommendations may be put forward for consideration by the QRSS-SE. If recommendations are endorsed by regional delegates, these must then be submitted to the QRSS-MC for approval.

All regional officials must attend all meetings and official functions as organised by the championship convenor and/or the QRSS-SE. This would include any Professional development opportunities as organised by the QRSS-SE.

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## Pre Championship Meeting agenda

1. Welcome and Introductions
2. Team officials' registrations
3. Student protection
4. Project Consent
5. Reporting injuries
6. Concussion
7. Game time consideration
8. State Team selection
9. Communication lines
10. Championship working group items

- Championship schedule
- Check program for player changes
- First Aid/Ice
- Venue information
o Venue layout
o Parking
o Fields/Courts/warm up area
- Championship Contact Numbers
- Team Photographs
- Opening and Closing Ceremonies
- State championship draw
- Competition procedures
- Unofficial Dinner
- Referees


## Duration and Draws

Duration of championships are to be scheduled to use no more than two school days for competition.

Where this cannot occur, the Host Region will communicate with the QRSS - RC and QRSS for approval and endorsement.

Such issues may include:

- availability of venues,
- number of games played per day etc

At each State Championship for team sports, the draw must ensure that all teams play on each day of the event.

At each State Championship a Queensland team may be selected and named (as a travelling or merit team). No other teams are to be named.

The sport specific competition procedures outline the draws and round robin matches to be played for various formats.

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## 10-19yrs Cross Country competition information

The championships will be conducted under the IAAF Competition Rules except with some variations as stated below and as required for regional venues.

- IAAF Athletics Rules and Competition Procedures - https://worldathletics.org/about-iaaf/documents/book-of-rules. Section VIII - Cross Country Rule 250.
- School Sport Australia Cross Country Rules and Guidelines -https://www.schoolsportaustralia.edu.au/wp-content/uploads/2023/11/Cross-Country-10-19-Years-Championship-Rules-and-Guidelines.pdf
- QRSS Leadership Handbook
- QRSS Risk assessment handbook

| Age groups offered | - 10-19 years Boys \& Girls - State Championship/SSA National Championship |
| :---: | :---: |
| Event Officials | - Sport Executive Member <br> - First Aid Officer <br> - Technical Officials - Queensland Athletics <br> - AUSLAN Interpreter <br> - $2 \times$ Convenors <br> - $1 \times$ Operations Managers <br> - $1 \times$ Race Director <br> - $1 \times$ Announcer |
| Sporting Organisation Support (if required) | - Queensland Athletics to support with officiating of the event |
| State Championship Team Officials | - Team officials - At the State Championships each regional team may send a coach/manager/multi class manager and Tour Manager as required by their regions. |
| Appointment of Queensland Team Officials | QRSS Team Officials will be appointed through the QRSS Team Official application process. <br> - Tour \& Chief Manager <br> - QRSS Team Managers <br> - QRSS Multi-Class Team Mangers |
| Appointment of Selectors | - The selectors will be managers/coaches of the Queensland team or a proxy approved by the Sport Executive. <br> - The chair/s of the selection panel/s will be appointed by Cross Country Sport Executive. |
| Announcement of the state team | - The selectors will submit the final team to the executive of the Cross Country Sport Executive for ratification, prior to the announcement. <br> - The Queensland team will be announced on the second day of the competition, usually prior to the beginning of the relay events. |
| Eligibility | - To be eligible to participate in the state championship, a student must be enrolled at an approved school affiliated with Queensland School Sport. <br> - To be eligible to participate, a student must be a minimum of 10 years of age and must not have attained the age of 20 years on 31 December of the year of the competition. Age must be verified by the school principal. The students must also meet any age restrictions appropriate to specific events. <br> - Students must be a member of a regional team. |
| Nominations | Individual Events <br> A region may nominate a maximum of six competitors for each individual |

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event in all divisions. This therefore means that there can be 108 nominations for able-bodied students and 108 nominations for multi-class students.

- A maximum of three additional competitors may be nominated by each region across the entire (able-bodied and multi-class) regional team (10-19 years), at the discretion of the region. This therefore means that a regional team can not exceed a total of 219 students across able-bodied or multi-class students.
- An athlete must compete in an event for which their age makes them eligible.

In a year in which School Sport Australia selects a representative team to compete in the International School Sport Federation Cross Country Championships, an athlete from the 14 years or 15 years age group may compete in the 16 years event in order to be considered for selection in the Queensland 16/17 years team. Only athletes competing in this division are eligible for selection in the Australian team.

In a year in which School Sport Australia selects a representative school team to compete in the International School Sport Federation Cross Country Championships, athletes from 14 years, 15 years and 17 years age groups who form part of a school team may compete in the 16 years event in order to be considered for selection as the school team representatives for Queensland. Students who are part of a school team but are not also a member of the regional team may compete in the 16 years event for the purpose of their school gaining selection, but will not be considered for points towards the regional result or for selection in the Queensland Team.

## Relay events Team entries

- Regions may enter teams of five athletes in each age group to compete in the age relay.
- The sixth runner from each region will compete in the time trial.
- Additional competitors are eligible to compete in the age relay or the time trial at the discretion of the regional team managers.
- An athlete must have competed in an individual event to compete in the relays.
- An athlete must not run twice in the same race and must not compete in two relay events, unless approval is sought from the championship organising committee in consultation with the committee executive.
- In addition to Relay Events Team Entries Rule 1 to Relay Events Term Entries Rule 5, regions may enter teams in the multi class events subject to the following conditions:
- Athletes will compete in an all age, mixed gender relay team of three to -six athletes.
- Where six athletes comprise a team, runners five and six will start the final lap together. Only one of these athletes needs to be tagged by the fourth runner.
- The time of each runner will be scored using the multi-disability standards scoring procedures.
- The teams will be placed according to the average of these percentages.
- Composite teams will be permitted when regional nominations are insufficient to permit a complete team to be nominated in an event.
- In a year in which School Sport Australia selects a representative school team to compete in the International School Sport Federation Cross Country Championships, school team members who are not members of regional teams are ineligible to compete in relays.


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| Playing uniform | - The region will determine the uniform to be worn by athletes from the region. <br> - If compression garments are worn, a complete official regional competition uniform (top and bottom) must still be worn over the compression garment unless the compression garment is an official part of the regional uniform and is in regional colours. Compression socks may be worn provided they are consistent with regional colours. <br> - Where provided, athletes are to wear the allocated competition number bibs on the front and the back of the uniform. <br> - The wearing of numbers by each competitor is compulsory in all events. <br> - Runners are to wear the same competition number as provided for the individual event. <br> - Competitors not correctly attired, may be withdrawn from the event by the race referee. <br> Footwear <br> - Athletes must not compete in bare feet. Footwear must be worn by all athletes and must comply with IAAF Rule 143. <br> - $\quad$ Shoes with or without spikes may be worn in 13-19 years events. No spikes are permitted in 10-12 years events. <br> - The surface conditions of the running course should be considered when making a decision concerning the use of spikes. <br> In a year in which School Sport Australia selects a representative school team to compete in the International School Sport Federation Cross Country Championships, athletes who are competing for their school team but do not form part of the regional team will compete in their school running uniform. |
| :---: | :---: |
| Identification and recording | - Competitors will be given a numbered bib (which may contain a timing chip) which must be worn as designated by the committee. This must remain intact and interference with the bib will result in disqualification. <br> - Numbers will be allocated and provided by the championship organising committee. <br> - Number bibs must be pinned at all four corners so that the entire bib is easily read. Number bibs are not to be altered or folded. Pins for these number patches will be supplied. <br> - Athletes not wearing the approved bibs will be subject to disqualification. <br> In a year in which School Sport Australia selects a representative school team to compete in the International School Sport Federation Cross Country Championships, athletes who form part of a school team, whether part of a regional team or not, will be identified with a coloured wristband which must remain intact for the duration of the 16 years race. |

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Team scoring in
individual
events

## Course

- Scoring is awarded according to an athlete's official placing e.g. first place is awarded one point; second place is awarded two points etc.
- Additional competitors will not be awarded points.
- The finishing positions of all runners in each team will be added together and the team with the lowest aggregate shall be declared the winner. In the event of a tie, it shall be resolved in favour of the team whose last scoring member finishes nearer the first place.
- Teams with fewer than the maximum number of nominated athletes will be awarded penalty points equivalent to the maximum number of entries in each event plus one (e.g. in all 13-19 years events 73 points will be awarded for each vacant position).
- In the case of multi class events, penalty points will be equal to the number of nominations received by the due date plus one.
The aggregate of points scored across all individual events will determine the champion region for the teams' events.
- Runners should familiarise themselves with the respective course for their age group. Designated course inspection times will be made available to all athletes.
- Keep the white markers on the right and red markers on the left and follow directional signs and marking tape at all times. Yellow cones (turns) and bunting may be used where appropriate.
- Runners must follow the directions of course marshals at all times.
- Where possible, the start should consist of an uninterrupted straight of at least 150 m so as not to disadvantage any athletes.
- Where possible the start line should be wide enough for all runners to stand on the start line. The Start Line should be able to handle a combined age group start of at least 110 students. Twelve start boxes on the start line should be indicated (if possible).
- A maximum of $2 \%$ variance in race distance is considered accurate i.e. 20 m per 1 km .

The finish

- The finishing place and time for all athletes will be recorded electronically (if possible) as the athlete crosses the finishing line, via the timing chip provided to the athlete.
- A video camera will also record the finish of each race.


## Water stations

- Water will be provided at the finish line.
- On a multiple loop course, the finish drink station can double as a drink station at the completion of each lap.
- If the weather conditions are excessively warm, consideration can be given to at least one aid station located at another position on the course.

Relay team events

- Changeover/assembly area
o Prior to each event, all athletes in the event are to assemble in the designated area adjacent to the start/finish/ changeover line.
o Runners two to five are to remain in the assembly area until instructed to move on to the course.


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|  | 0 The athlete running the next lap must be standing on the start finish/changeover line and be stationary when contact is made by the incoming runner for the changeover. <br> o Once runners have completed their lap they must leave the track immediately without interfering with other runners. <br> - Course <br> o The relay course will require a three start line scenario, to cater for the same age groups to run at the same time. (Eg. 10yr boys and girls, plus 10-12yrs multi-class running at same time. Or the splitting of the time trial across three starting lines to enable less congestion at the start of the relay event.) The start lines should be no less than 20m apart. (See appendix for example diagram of setup.) <br> o The relay course should be setup as a 1 km and 1.5 km loop |
| :---: | :---: |
| Recording | - Team managers will be expected to record results for their own team for the relays. Recording officials will be located near the changeover area and will record results (names of athletes and elapsed times) on the forms provided. These will be collected by officials at the completion of each race. <br> Official judges will record the placing of each team as it finishes. |
| Assistance to athletes | - Team managers are, in particular, referred to Rule 144: Assistance to Athletes of the IAAF rules. <br> - IAAF Rule: 144 Assistance Allowed: Section 6.4.4: <br> - Heart rate or speed distance monitors or stride sensors or similar devices carried or worn personally by athletes during an event, provided that such device cannot be used to communicate with any other person. <br> - If a coach or other person runs beside the course for more than a reasonable distance (as determined by the race referee) it may be considered as outside assistance. Course officials can make a report on such person and the athlete. The Referee will make a decision on the report and determine the penalty. <br> - Note: refer to Appendix 1 - Sighted Guide Guidelines for visually impaired athletes. |
| First Aid | - A first aid officer will be provided at all events in consultation with the convenor and venue requirements. |
| Trophies and presentations | Individual event awards <br> - Medals will be presented to the first three individual placegetters in each championship event. <br> - Trophies for the 10-19 years events will be as follows: <br> o Aggregate trophy - combination of Individual and Relay Days <br> o Individual day trophy <br> o Relay day trophy <br> - Most Improved region trophy - comparison of aggregate points from previous year <br> - Percentage points shield - aggregate raw score divided by the number of students in the region <br> Relay event awards <br> - Medals will be presented to the first three placed teams in each. |

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## Protests

- Any protest shall, in the first instance, be made verbally to the referee by the athlete or their regional manager within 10 minutes of the completion of the event.
- The protest must be further submitted in writing by the regional manager to a member of the championship organising committee within 20 minutes of the completion of the event.
- The referee may decide on the protest or may refer the matter to the jury. The jury will consist of three people appointed by the championship organising committee.
- Protests outside this timeframe may be considered at the discretion of the championship organising committee


## Individual events

The following individual events will be conducted on the first day of competition:

| Boys | 10 years | 2 km | Girls | 10 years | 2 km |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Boys | 11 years | 3 km | Girls | 11 years | 3 km |
| Boys | 12 years | 3 km | Girls | 12 years | 3 km |
| Boys | 13 years | 3 km | Girls | 13 years | 3 km |
| Boys | 14 years | 4 km | Girls | 14 years | 4 km |
| Boys | 15 years | 4 km | Girls | 15 years | 4 km |
| Boys | 16 years | 6 km | Girls | 16 years | 4 km |
| Boys | 17 years | 6 km | Girls | 17 years | 4 km |
| Boys | 18,19 years | 8 km | Girls | 18,19 years | 6 km |
| Boys Multi | 10 years | 2 km | Girls Multi | 10 years | 2 km |
| Boys Multi | 11 years | 2 km | Girls Multi | 11 years | 2 km |
| Boys Multi | 12 years | 2 km | Girls Multi | 12 years | 2 km |
| Boys Multi | 13 years | 3 km | Girls Multi | 13 years | 3 km |
| Boys Multi | $14-15$ years | 3 km | Girls Multi | $14-15$ years | 3 km |
| Boys Multi | $16-19$ years | 3 km | Girls Multi | $16-19$ years | 3 km |

Relay events
The following relay events will be conducted on the second day of competition:

| Mixed Time Trial | $10-12$ years | 1 km |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Mixed Time Trial | $13-15$ years | 1.5 km |  |  |  |
| Mixed Time Trial | $16-19$ years | 1.5 km |  |  |  |
| Boys | 10 years | $5 \times 1 \mathrm{~km}$ | Girls | 10 years | $5 \times 1 \mathrm{~km}$ |
| Boys | 11 years | $5 \times 1 \mathrm{~km}$ | Girls | 11 years | $5 \times 1 \mathrm{~km}$ |
| Boys | 12 years | $5 \times 1 \mathrm{~km}$ | Girls | 12 years | $5 \times 1 \mathrm{~km}$ |
| Mixed Multi Class | $10-12$ years | $3-6 \times 1 \mathrm{~km}$ |  |  |  |
| Boys | 13 years | $5 \times 1.5 \mathrm{~km}$ | Girls | 13 years | $5 \times 1.5 \mathrm{~km}$ |
| Boys | 14 years | $5 \times 1.5 \mathrm{~km}$ | Girls | 14 years | $5 \times 1.5 \mathrm{~km}$ |
| Boys | 15 years | $5 \times 1.5 \mathrm{~km}$ | Girls | 15 years | $5 \times 1.5 \mathrm{~km}$ |
| *Boys | 16 years | $5 \times 1.5 \mathrm{~km}$ | *Girls | 16 years | $5 \times 1.5 \mathrm{~km}$ |

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| Boys | 17 years | $5 \times 1.5 \mathrm{~km}$ | Girls | 17 years | $5 \times 1.5 \mathrm{~km}$ |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Boys | 18,19 years | $5 \times 1.5 \mathrm{~km}$ | Girls | 18,19 years | $5 \times 1.5 \mathrm{~km}$ |
| Mixed Multi Class | $13-19$ years | $3-6 \times 1.5 \mathrm{~km}$ |  |  |  |

* May also include school team trial in an ISF world school cross country selection year.


## Multi class events

The following additional notes apply to all athletes competing in multi class events.

- Classification details, including approval for classification, must be received by the advertised date.
- Athletes of all ages and disability categories will run in a combined event over a distance of 2 km (10-12 years) and 3km (13-19 years).
- The following disability categories will be able to compete in the championships:

| Intellectually Disabled | ID | T20 |
| :--- | :---: | :---: |
| Intellectual disability and other | ID | T21 |
| Hard of Hearing/Deaf | HI | T01 |
| Visually Impaired | VI | T11, T12, T13 |
| Transplantee | PI | T60 |
| Physically Impaired | II | \# |
| Autism (without intellectual impairment) <br> II3 | II |  |

\# Physical impairment categories are restricted to:

- Cerebral Palsy T35, T36, T37, T38
- Amputee T44, T45, T46, T62, T63, T64
- Short Stature T40, T41
- Qualifying times according to ages and disability categories will be determined annually and disseminated by the organising committee prior to the championships.
- The athlete's place in the event and medal allocations will be determined using the multi-disability standards (MDS) formula. The athletes' times for the event will be calculated as a percentage of the national multi-disability standard 1,500 metre time for their classification. The athlete with the highest percentage will be placed first, etc.
- An athlete will not be able to compete unless the classification has been approved and documented by an authorised organisation (as per the Queensland School Sport website).
- Information and forms regarding classification can be found on the Queensland School Sport website.

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## Selection process and criteria

Selection Panel

- Chair of selectors
- Selectors from Regional Teams
- Additional independent selector (If required)


## Process

## Prior to the Championship

1. Queensland Representative School Sport advertises for Team Official positions
2. Successful applicants must complete the mandatory training prior to the State Championship
3. QRSS will communicate the Chair of Selectors to each region
4. Region will send the final team lists to the Chair of Selectors
5. As part of bulletin 2, Regions will request nominations for the panel of selectors
6. Chair of selectors will complete the selectors booklet for distribution at the Pre-Championship meeting

## At the Championship

1. Chair of selectors establishes a roster for each game
2. At least one member of the selection panel must be present for each game
3. Each panel member must attempt to see part of each of the games (draw permitting)
4. Regional team officials must be consulted daily regarding selection
5. Notes must be kept for each athlete wishing to be selected

## Schedule

Pre-Championship meeting

- Meet and discuss the selection process


## Day 1 -Day 3

- Regional team official consultation
- Discussion regarding feedback from game observation and Regional team officials


## Sport Specific Selection Processes

The major criterion for selection will be the performance of the athlete at the Queensland Representative School Sport Cross Country Championships. Areas of performance considered should include:

- The placing and time recorded by the athlete in the qualifying event.
- The attitude and behaviour of the athlete.
- Athletes accepting selection in this team must be present for all four days at the Australian championships and participate in all programmed activities as directed by team managers.


## 10-12 years Queensland team selection

- Six runners from each age group and sex will be invited to attend the School Sport Australia Cross Country Championships. Two runners per age group will be listed as reserves. Should athletes be withdrawn, reserves will be invited to join the team.
- Three (3) athletes in each gender division in the 10 years, 11 years, 12 years multi class events will be invited to attend the School Sport Australia Cross Country Championships, providing the national qualification and classification standards have been met. In the event that an age/gender division does not have three (3) qualifying athletes, athletes in another age/gender division may be selected if they meet the qualifying standards to make a total of 18 athletes across 10-12 years team. These selections will be made based on the next highest performing athletes, based on the athlete's percentage of the MDS achieved during the championship.


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- All selected athletes must collect team paperwork from the team managers at the state championships, and submit a uniform order form (regardless of whether any items are being purchased) to confirm selection in this team.


## 13-19 years Queensland team selection

- A maximum team size of 60 able-bodied athletes will be selected. A minimum of 3 athletes will be selected in each age group (13, 14, 15, 16, 17, 18/19 years) in both boys and girls divisions. The remaining 24 team selections will be made in accordance with School Sport Australia event divisions ( $13,14 / 15,16 / 17,18 / 19$ years) based on the next best- performed athletes across the total team.
- In addition to the team of 60 athletes, a squad of reserve athletes (the next best performed athletes participating in the championships) will be named by the selectors. These will be announced in alphabetic order regardless of sex or age.
- In the event of an athlete withdrawing from the team of 60 , the selectors will name an athlete from the reserve squad, deemed to be the next best performed athlete, to be added to the team. This athlete may not be of the same age or gender as the withdrawn athlete, and will be notified of their eligibility as soon as a position becomes available. In the event of late withdrawals, reserves may not necessarily be appointed as replacements.
- Three (3) athletes in each gender division in the 13 years, 14/15 years, and 16-19 years multi class events will be invited to attend the School Sport Australia Cross Country Championships, providing the national qualification and classification standards have been met. In the event that an age/gender division does not have three (3) qualifying athletes, athletes in another age/gender division may be selected if they meet the qualifying standards to make a total of 18 athletes across 13-19 years team. These selections will be made based on the next highest performing athletes, based on the athlete's percentage of the MDS achieved during the championship.
- All selected athletes must collect team paperwork from the team managers at the state championships, and submit a uniform order form (regardless of whether any items are being purchased) to confirm selection in this team.

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