

## **CSSA SECONDARY GENERAL MEETING**

26 NOVEMBER 2020

### **Agenda**

- **CSSA Fees 2021 + CIS Admin Levy**
- **CSSA Membership Renewal + Child Safety Policy**
- **COVID Safety Procedures 2021**
  - **Secondary State Swimming**
  - **Secondary State X-Country**
- **CSSA COVID Safety Plan**
  - **CSSA COVID Safety Officer + Training**
  - **Venue Requirements**
- **CIS Update**

### **1. CSSA Membership Fees**

- Executive Officer Salary & Superannuation
- Office Expenses, mobile phone, Internet
- Computer hardware, software
- Workers Compensation Insurance
- Public Liability Insurance
- Association Liability Insurance etc
- Resolve Consulting Accountants
- Website, CSSA App
- Uniform & Apparel Storage
- Association Storage
- Association Meetings, Travel
- Conferences, Professional Development

### **2. CIS Admin Levy**

- Assistant Executive Officer Salary & Superannuation
- Office Expenses, mobile phone, Internet
- Computer hardware, software
- Workers Compensation Insurance
- Conferences, Professional Development

### **3. Event Entry Fee**

State Carnivals, State Gala Days, CSSA Trials

- User pays system  
ie. the cost of the event is covered by the entry fee

**CSSA Membership Fees 2021** *per student*    *Primary: Yrs 3 - 6*    *Secondary: Yrs 7 - 12*

**CSSA Schools not CIS Members**

- Tier 1: Sydney Metro Schools \$6.84 + GST = **\$7.52** inc GST
- Tier 2: Country Schools 200km OR LESS from Sydney (CBD) \$5.55 + GST = **\$6.10** inc GST
- Tier 3: Country Schools MORE THAN 200km from Sydney (CBD) \$3.07 + GST = **\$3.38** inc GST

**No increase from 2020**

**OR**

**CSSA Schools which are CIS Members**

- Tier 1: Sydney Metro Schools \$6.84 + **\$2.00** + GST = **\$9.72** inc GST
- Tier 2: Country Schools 200km OR LESS from Sydney (CBD) \$5.55 + **\$2.00** + GST = **\$8.30** inc GST
- Tier 3: Country Schools MORE THAN 200km from Sydney (CBD) \$3.07 + **\$2.00** + GST = **\$5.58** inc GST

**\$2.00 = CIS Admin Levy**

### CIS Affiliation Fees Overview

- As of 2019 CIS is a stand alone Association
- The new CIS Constitution states **Schools** are now the **members** not the Association
- As of 2021 CIS will invoice schools directly for Affiliation Fees

### CIS Admin Levy

- Only charged to schools that are CIS Affiliated Members
- **2014 – 2020** the **CIS Admin Levy** was added to CIS Affiliation Fees - *see table*
- **2021** – the **CIS Admin Levy** will be added to CSSA Membership Fees

CIS Affiliation Fees	CIS Fee + GST	Admin Levy	Total per student
<b>2014</b>	\$3.25	\$1.95	\$5.20 + GST
<b>2015</b> 3% ↑	\$3.35	\$2.00	\$5.35 + GST
<b>2016</b> 2.5% ↑	\$3.45	\$2.05	\$5.50 + GST
<b>2017</b> 4% ↑	\$3.53	\$2.12	\$5.65 + GST
<b>2018</b> 3% ↑	\$3.67	\$2.10	\$5.77 + GST
<b>2019</b> 3% ↑	\$3.78	\$2.17	\$5.95 + GST
<b>2020</b> 18% ↑	\$4.46	<b>\$1.94 *</b>	\$6.40 + GST
<b>2021</b> 2.5% ↑	\$4.55	<b>\$2.00 *</b>	\$4.55 + GST

\* CSSA passed on 2/3<sup>rd</sup> of the 18% increase

\* CIS Admin Levy included in CSSA Membership Fees 2021

#### Main Menu

##### Home

Apparel and Uniforms  
What is CSSA  
Membership  
Member Schools  
Calendar  
Certificate of Currency  
Handbook  
Policies & Forms  
Sports Safety Guidelines  
Risk Warning  
Convenors  
Meetings  
Computer Programs  
Contact Us

#### Sports

CSSA Sports  
Zone Swimming Dates  
Zone Athletics Dates  
National CS Games  
Primary Results  
Secondary Results

#### CIS

CIS Sports  
CSSA Primary Teams  
CSSA Secondary Teams  
CIS Website & Support

#### On-line Registration

Primary Term 1  
Secondary Term 1  
CSSA 2021 Membership  
Renewal  
Terms and Conditions



### Individual Registration

Please enter information in the form below to process registration for event **CSSA 2021 Secondary Membership Renewal**.

**Sports Coord Name \***

**School \***

**Sports Coord Email \***

**Sports Coord Mobile \***

**Secondary Yr 7-12  
Student Numbers**

1. Log into CSSA website using sports coordinator username & password
2. Complete required information ie. February Census student numbers
3. Download Membership Renewal Form – complete & email to EO by 31 March
4. CSSA Membership Fees Tax Invoice emailed to schools in April

Student numbers are based on **February 2021 Census Numbers**. Please confirm numbers with your school Business Manager

REMINDER: Please download **Membership Renewal Form** to be signed by your Principal and emailed to the CSSA Executive Officer Linda Heslehurst by 31 March

Copy & paste link into your browser: [https://www.cssa.net.au/images/cssa/handbooks/CSSA\\_MembershipAgreement\\_2021.pdf](https://www.cssa.net.au/images/cssa/handbooks/CSSA_MembershipAgreement_2021.pdf)

Back

Process Registration

## CSSA Child Safety Policy


This Policy sets out that **Member Schools** and **CSSA** have the **same commitment**, but **different responsibilities** in relation to the safety and wellbeing of children at **CSSA Events** and **Non-CSSA Events**

These responsibilities reflect the fact that **Member Schools** have responsibility for **their students** and are the agencies that the government has determined have a defined role in protecting children.


The role of CSSA is to **support** the activities of **Member Schools** by facilitating interschool sport competition and manage the particular risks associated with these events.

A **CSSA Child Safety Policy Training Module** has been developed to further support schools:

[https://www.cssa.net.au/child\\_protection/index.html#/](https://www.cssa.net.au/child_protection/index.html#/)

 Linda Heslehurst

# CSSA Child Safety Policy Training Module

[START COURSE](#) [DETAILS](#) 



### INTENDED USE

This Policy document is intended to be provided and made available to:

- all **Member Schools**
- **CSSA Workers, CSSA Volunteers** and **CSSA Contractors** during their employment or engagement with CSSA



### **CSSA Secondary State Swimming Carnival 2021**

- Current restrictions: max 500 people – includes competitors, officials & staff  
*Restrictions hopefully will ease **HOWEVER** we need to be flexible & prepared for worst case scenario:*

#### **Zone Meet Manager Entries**

- Zones submit 3 individual competitors and 3 school-based relays per event as normal
- All entries Merged and Seeded
- COVID-19 Restrictions will determine how many students can attend ie. max 500 people
  - Individual Events = 1 heat only (10 competitors) and Relays = 1 heat only (10 relay teams)
  - Approx No. Secondary Competitors = 417
- If restrictions ease we will be able to run all 3 heats = 672 competitors

#### **Current restrictions: max 500 people**

- No parent spectators
  - 1-3 competitors = 1 team manager
  - 4-9 competitors = 1 team manager + 1 Official
  - 10-15 competitors = 2 team managers + 1 Official
  - 16-30 competitors = 3 team managers + 1 or 2 Officials
- Schools will need to register team managers & officials on-line before the carnival
  - *Team Managers or Officials can be a nominated parent from the school*
- As restrictions ease parent spectators maybe allowed.  
This will depending on Venue Restrictions ie. social distancing requirements

### **CSSA Secondary State X-Country Carnival 2021**

- Max 500 people - includes competitors, officials & staff

*Restrictions hopefully will ease **HOWEVER** we need to be flexible & prepared for worst case scenario:*

#### **Secondary State X-Country Carnival will be held as a separate event**

Date: Friday 28 May 2021

Venue: Sydney International Equestrian Centre

Time: 11:30am – 3:30pm      1<sup>st</sup> Event: 12:30pm

*Note: Gates will open for Secondary State X-Country at 11:30am after all Primary Competitors have left venue*

- No parent spectators
- Only team managers & course officials allowed to attend - [see Secondary State Swimming for guidelines](#)
- No walk the course
- No canteen or coffee vans
- CSSA Rep Singlets for CIS – schools order on-line
- As restrictions ease we maybe able to allow parent spectators. This will depending on Venue Restrictions ie. social distancing requirements



## CSSA Secondary State X-Country Carnival 2021

### Secondary Program of Events

**11:30am** Gates open - **Secondary competitors only** Submit late changes by 12:15pm at Recording Room

**12.00pm** **Secondary Officials report to RECORDING ROOM**

**12.25pm** Open in Prayer

**12.30pm** Marshalling for 17 & 18 yr old girls

**12.40pm** 17 & 18 years Girls 4 km

**12.50pm** 17 & 18 years Boys 6 km

***Note: 17 & 18yr old competitors will race together, however results will be recorded in separate age groups***

**12:55am** **Secondary Multi-class Athletes** **3km**

**1.00pm** 16 years Girls 4 km

**1.15pm** 16 years Boys 6 km

**1.30pm** 15 years Girls 4 km

**1.40pm** 15 years Boys 4 km

**1.50pm** 14 years Girls 4 km

**2.00pm** 14 years Boys 4 km

**2.10pm** 13 years Girls 3 km

**2.20pm** 13 years Boys 3 km

**2.30pm** 12 years Girls (Secondary Only) 3 km

**2.40pm** 12 years Boys (Secondary Only) 3 km

**3:00pm** **Clean Up Spectator Area & Close of Carnival**

## **CSSA Secondary State X-Country Carnival 2021**

### **School Based Entries**

- Normally schools can enter 4 competitors per event - Total Entries approx. 1500
- Limiting school entries to **2 competitors per event** - Total Entries approx. 1000
- If restrictions are max 1200 which includes competitors, officials & staff we would go over the maximum limit

After much deliberation the CSSA COM agreed that the only way to guarantee numbers was to move to **zone based entries**

### **Zone X-Country Carnivals in 2021**

- Doesn't have to be run at a recognised X-Country course
- Can be held at a school or the local oval during sport time
- Schools enter 4 runners per age group
- 17 & 18+yr girls/boys age groups DON'T need to be run as numbers are small at state – direct school entry
- Students that don't make it to State have still had an opportunity to compete at a representative level.

### **Zone Entries** – numbers will depend on COVID Restrictions in May 2021

- 6 competitors/event/zone = 640 entries
- 8 competitors/event/zone = 780 entries
- 10 competitors/event/zone = 940 entries
- 12 competitors/event/zone = 1100 entries
- 15 competitors/event/zone = 1340 entries

### CSSA COVID-19 Safety Plan

The CSSA COVID Safety Plan can be downloaded from the CSSA website:

<https://www.cssa.net.au/policies-a-forms.html>

- A COVID Safety Plan must be worked up for all carnivals/events (school/zone/state) based on specific requirements ie:
  - Venue COVID Safety Plan
    - Who is responsible for what?
      - QR check-in
      - Cleaning & maintenance of toilets
  - Current NSW Health Restrictions & guidelines

#### Schools can adapt the CSSA COVID Safety Plan

- A COVID Safety Officer must attend all CSSA carnivals/events
- COVID Safety Officer online training  
<https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training>

**CSSA is registered with Service NSW as a COVID Safe Business and have a unique QR code for contact tracing**



**Use the Service NSW app  
to check in before entering**



**We're helping keep our community safe  
with contactless check-in**



**It's easy to check in**

- 1 Download the Service NSW app
- 2 In the app, select 'COVID Safe Check-in'
- 3 Follow the prompts
- 4 Show a staff member that you've signed in.

## **CIS Secondary Member Schools 2021**

Australian CC Marsden Park  
Belmont CC  
Bethel CS  
Calderwood CS  
Carinya CS Gunnedah  
Carinya CS Tamworth  
Casino CS  
Cedars CC  
Charlton CC  
Coffs Harbour CCS  
Covenant CS  
Dubbo CS  
Green Point CC  
Greenacre Baptist CCS  
Heritage CS  
Hinterland CC  
Hunter CS  
Illawarra CS  
Inaburra  
Kuyper CS

Maitland CS  
Mamre AS  
Moree CS  
Mount Annan CC  
Mountain View AC  
Mountains CC  
Nambucca Valley CCCS  
Nepean CS  
New Hope School  
Norwest CC  
Nowra CS  
Nth Beaches CS  
Oran Park AC  
Orange CS  
Oxford Falls GS  
Pacific Coast CS  
Pacific Hills CS  
Pacific Valley CS  
Parkes CS  
Penrith CS

Port Macquarie AS  
Regents Park CS  
Richard Johnson AS  
Richmond CC  
Shire CS  
Snowy Mountains CS  
St Andrew's CS  
St George CS  
Sth Highlands CS  
Summerland CC  
Taree CC  
The Lakes CC  
Toongabbie CC  
Tyndale CS  
Wagga Wagga CC  
Wahroonga AS  
William Carey CS  
Wycliffe CS  
Wyang CCS



### **CIS Membership**

- Schools are CIS members NOT CSSA so schools only can effect change at CIS level
- Principal is the school representative so CIS send all communication to your principal. Only the school representative can attend CIS Annual General Meeting and General Meeting. If the Sports Coordinator wants access to the communication and attend CIS meetings either:
  - Request your principal sends all communication on to you OR
  - Request your principal makes you the school representative for 2021
- Schools need to be informed of CIS decisions (CIS & Linda informs schools) and attend CIS meetings in order to keep CIS accountable.

**CIS Annual General Meeting:** Wednesday 26 May 2021

**CIS General Meeting:** Wednesday 27 October

*Talk to Linda or Amanda for more information*



### **CIS Proposal for Swimming and Athletics 2021**

- Introduction of Hills Zone as a new (10<sup>th</sup>) association (uncontested by members at CIS General Meeting)
- We are working with CIS re the consequences – number of entries per association at swimming and athletics will change.

### **CIS Website**

- Expect rollover to 2021 mid – late December

### **CSSA Website (CIS Section)**

- Expect rollover to follow CIS