



TECHNICAL PACKAGE / HOST INFORMATION



2026 TRACK & FIELD PROVINCIAL CHAMPIONSHIPS

JUNE 5th - 6th, 2026

FOOTHILLS ATHLETIC PARK, CALGARY, AB



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A. PROVINCIAL CHAMPIONSHIP OVERVIEW: TRACK & FIELD

DATE	June 5 & 6, 2026
VENUES	Foothills Athletic Park, Calgary, AB
HOST ZONE	Calgary Senior High School Athletic Association (CSHSAA) Leah Conforti / leah.conforti@cssd.ab.ca / 403-500-2831
SSA TRACK & FIELD COMMISSIONER	Tim Schultz / tim.schultz@gshare.blackgold.ca / 780-781-8835
MEET DIRECTOR	Kim Cousins / kecousins1@gmail.com / 403-461-2673
SSA CONTACT	Deryk Venance / deryk@schoolsportalberta.ca / 587-404-9358
EQUIPMENT / FACILITY	Dale Schoenthaler / 403-680-9965

VENUE DESCRIPTION

- **Foothills Athletic Park: 2431 Crowchild Tr. N.W.**
- The running track at Foothills Athletic Park in Calgary is a well-developed outdoor athletics facility designed for both competitive and recreational use. It features a standard 400-metre oval track with a high-quality surface suitable for sprinting, middle-distance training, and organized meets.
- Surrounding the track is a full track-and-field complex, including long jump pits, pole vault areas, and throwing zones for shot put, discus, and javelin, making it capable of hosting a wide range of events.
- The main Provincial Tent will be located at the Main Entrance. In-Charge person and radios to contact charge person/coordinators will be located here as well. Results will be posted on the results Board just behind the shed (at the Finish Line), on the south side of the stands.

B. COACHES MEETING

- **Two Mandatory Coaches Meeting** will take place via Zoom at 7:00pm prior to Provincials.
 - This meeting is for all ZONE designated head coaches ONLY (not all coaches).
 - Monday June 1st, 2026 at 7:00pm - Unified Combined Event Coaches ONLY
 - Tuesday, June 2nd, 2026 at 7:00 PM - All Head Coaches Meeting
 - Link: The meeting information is here. A reminder, zone coaches are **required** to attend, and all other coaches have the option to attend

Join Zoom Meeting

<https://us02web.zoom.us/j/84023803562?pwd=QufKZIGhh8JCDRIJ8v93bXb9SkGmwF.1>

Meeting ID: 840 2380 3562

Passcode: 098562

- Chairs: Leah Conforti and Jennifer Wishart
- Meet Director: Kim Cousins
- Track & Field Commissioner: Tim Schultz
- SSA - Deryk Venance
- Agenda:
 - Protest and Appeal Procedure and Appeal Committee
 - Coaching Staff and Accreditation
 - Coaching Areas/Warm-up Areas
 - Uniform Policy
 - Names and Numbers of the confirmed scratches and substitutions
 - Relay confirmation/relay appeal deadline (at 9 AM Saturday)
 - Other clarifications (Tents)
 - All tents must be fully secured to the ground using heavy weights or sandbags
 - Stakes/pegs are NOT permitted at Foothills Track
 - Any tents not secured or not secured properly will need to be taken down
- Participants: Host Committee Representatives, All Zone Head Coaches, SSA Representatives
- **NOTE: There is an SSA sanctioned fine of \$250.00 per zone if a zone does not sign in and attend the Pre-Event Coaches Meeting.**

C. SCHEDULE / OPENING CEREMONIES

- The Competition schedule is provided both here and under the [Schedule](#) tab of the SSA website.

D. REGISTRATION / PAYMENT

Fees

- **ENTRY FORMS:**
 - Entries must be completed by the ZONE MANAGER (or designate) and emailed to Doug Lamont at lamont3684@gmail.com
 - It is VITAL that the Zone meet have the correct divisions (including the division number). The Zone Manager should also send the advancers files created from Meet Manager.
 - For those Zones with non-school specific relay teams, email the Relay Teams information separately, including A or B Team, the athletes' name (birthday if not already in another event), school and school code. Please DO NOT add athletes to the Zone relay 'school' - athletes need to remain defined to their registered school in order for relay points assignments to work correctly.

Individual schools and athletes DO NOT submit a registration form. Zone Managers will register the athletes that qualify for the championship.

- **ENTRY PROCEDURES:**

The following entry procedures will be strictly adhered to for all entries. Additional information is contained within the technical package in the following pages.

- Entry deadline is Monday, June 1st, 2026 @ NOON.
- **No athlete additions will be accepted after NOON on Wednesday, June 3rd, 2026.**
(including relay alternates - see additional notes on next page for clarification)

- Athlete event changes/additions/deletions for registered athletes only will be allowed up to and including competition days. Only the Zone Manager, designated Head Coach or Assistant will be allowed to make changes. Please ensure that you email your changes as they come in, to Doug Lamont (lamont3684@gmail.com). Any deletions after Noon on Wednesday, June 3rd will be considered “no shows” (see below); however, event substitutions can be made without penalty on either competition day providing they are made one (1) hour prior to the scheduled start for the event.
- Additions and changes during the meet must be made using the scratch/add form available in the Results shed (near the Finish line). The form must be returned to Doug Lamont (Competition Secretary) in the Results shed at least one hour prior to the scheduled start time for the event. Forms are included in this package and will be available at the Coaches Meeting and daily at the Registration Tent..
- **NO SHOWS:** In the event an athlete(s) fails to show, the offending athlete’s school will be penalized \$50 per no show to a maximum of \$250. The SSA Executive will have the sole discretion to impose the penalty based on the rationale provided by the school for the late withdrawal. (SSA Policy Handbook)
- **GENERAL REGISTRATIONS FOR ATHLETE ENTRIES**
 - Two (2) entries are allowed per zone in all events.
 - Four (4) Para athletes per category and gender are permitted; only the top 2 scoring athletes are able to score for their school; athletes who compete in the Unified Combined Event are allowed to compete in one additional event and would compete under the Para Intellectual Category.
 - Three (3) Unified teams per zone are permitted to compete at provincials; all teams must compete at their zone championship to qualify for provincials
 - Each zone may enter an A and a B team for all relays. The ‘A’ team should be the faster of the two teams.
 - Each competitor may enter a maximum of four (4) events. Relays are considered an event.
 - Competitors in the 4x400 relays can be Junior, Intermediate, or Senior.
 - One alternate can be listed for each relay team. That alternate must have competed in the zone championships (any event) and is only permitted to participate in a relay if required and is not permitted to substitute for any athlete in any other event. This change must be made one hour prior to the event.
 - Races up to and including the 400m and the 4x100 m relay will be divided into two (2) preliminary semi-final heats with a maximum of one zone athlete (team) per heat. All lane assignments for heats will be random. Advancement to an event final will be determined based upon the top three from each preliminary heat and the next two fastest times. Lane assignment for the 4 x 400 relay will be random with one zone team per timed final.
 - The 800m race will be run with two athletes per lane using a staggered start and a cut in zone at the first curve.
 - All competitors in throwing and horizontal jumping events will receive three (3) trials. The top eight (8) competitors from the first round will advance and receive three (3) additional trials.
- **WILDCARDS**
 - Pole Vault:
 - Up to a total of **12** athletes who have cleared the qualifying height by the lowest automatic qualifying athlete will be granted a wildcard berth in pole vault.
 - 100m
 - The top **8** non-qualifying athletes based on times registered in their respective zone final will be granted a wildcard berth in the 100m heats.

- **COMPETITION NUMBERS**

- Competition numbers will be assigned numerically starting with #1. Numbers will be assigned by zone and alphabetically by athlete. Order of assignment is: Calgary, Central, Edmonton, North Central, North East, North West, South Central and South.
- Numbers must be worn by ALL competitors.
- All lane finish races have the number on back (400 m or less). Non lane finish races have the number on front and the 4x400 last runner should also have the number on front.

- Numbers on the back for: pole vault
- Numbers on the front for: throwers, horizontal jumps and high jump.
- Hip numbers will be provided at the Marshalling Area for all track events as required by the marshal, including the Para events. Note: An athlete's competition number will be their accreditation for accessing the competition areas.

- **COMPETITION FEES & APPEAL DEPOSITS**

- The entry fee will be **\$28.00/competitor** (\$27.00 Entry plus \$1.00 "Pay It Forward SSA Scholarship" Fee) - Zone managers provide cheque to Leah Conforti upon arrival
- The total amount per zone will be based upon the zone final entries as of Wednesday, June 3rd.
- Appeals must be accompanied by \$100.00 cash. Appeals made by zone based upon an official's ruling and the protest procedure being followed.

E. ON-SITE ATHLETE & TEAM REGISTRATION

- **ON-SITE ATHLETE REGISTRATION:**

- The Registration Tent is located to the right of the Entry Gate at Foothills Park.
- **A competitor's competition number will be their accreditation for access to the competition area for the weekend.**
- **PICK UP PROCESS**
 - Schools or athletes can pick up the packages at registration
 - If a Coach picks up the full package, they are responsible for distributing the numbers to their athletes. Please note: no athlete can enter the venue without their number. If athletes are arriving at different times, the School Coach will need to return to the registration area to pick up numbers as needed
 - If a school opts not to take the full package, the registration team will highlight the numbers that have been picked up and retain the rest of the package at the desk for later collection

- **ON-SITE TEAM FEE PAYMENT:**

- Zone Head coaches are asked to bring their Fee cheques to Leah Conforti at the Registration tent on Friday morning. Only one cheque per zone will be accepted and must be made payable to the Calgary Senior High School Athletic Association

F. WARM-UP FIELD

- **TRACK EVENTS:** Athletes **MUST** warm-up on the Foothills Athletic Park Soccer field, located directly west of the Grandstand. Teams **ARE NOT** permitted to warm-up in the infield area or on the track. Please respect the events that are being held on the infield and do not enter this area due to safety. All teams will be expected to share the warm-up space.
- **THROWING EVENTS:** Throwing implements **ARE NOT permitted on the Soccer fields**. Warm-up for throwing events will take place at the specific competitions site approximately 15-30 minutes prior to the scheduled start time.

G. COMPETITION AGE GROUPS

- **Junior:** Competitors must be under 16 before September 1 of the school year
- **Intermediate:** Competitors must be under 17 before September 1 of the school year
- **Senior:** Competitors must be under 19 before September 1 of the school year
- **NOTE:** Students with a birthday on September 1 of that school year must compete in the higher category

H. COACH ACCREDITATION

- There will be no designated Coaching areas this year; all coaches must coach from outside the fencing and will not be allowed onto the track at any time. Only those that have proper accreditation (Officials and Event Volunteers) will be allowed entrance to the track
- Only coaches registered by the zone and in the SSA SRS will receive event entry. All other coaches will need to pay the entry fee.

I. MARSHALLING PROCEDURES

- **FIELD EVENTS**
 - All field events are marshalled at the event site 40 minutes before their scheduled start time
 - There are no event marshalling announcements. Please be sure your athletes know this.
 - A competitor not checking in with the head official prior to the start of the event will be scratched.
 - **Track events take precedence over field events.** A competitor must report to the field event and then return to compete in the track event. At the competitor's request, the event official may, at his or her discretion, move the competitor in the competition order during a round, to enable the competitor to complete a track event. Should a competitor miss a complete round or rounds in a field event, he/she will not be permitted extra attempt(s) to make up for the lost round(s).
- **TRACK EVENTS**
 - All running events are marshalled at the Start line to the 100m, Meet on the pavement just inside the gate.
 - There are no event marshalling announcements. Please be sure your athletes know this.
 - Competitors in running events are required to marshal a minimum of 20 minutes prior to the scheduled start of the event. Start times will be strictly adhered to.

J. COMPETITION RULES & SCORING

- **RULES:**

- World Athletics and World Para Athletics will be followed for this meet with the exception of the False Start Rule. SSA Provincials allow for one false start which, if it occurs, will be charged to the field. Second and subsequent false starts will result in disqualification of the athlete or team (relay) involved.
- For the 800m, there will be a 1 turn staggered start. Meaning, 2 athletes will be assigned to a lane for the first turn. After this first turn, athletes will then merge into lane 1 after passing the break line/tennis balls/cones
- **SSA will only permit Pole Vault standards to be set at a depth range of 45-80 cm.**

- **POINTS:**

- Points will be awarded to all competitors numerically starting at 16 for 1st through to 1 point for 16th place.
- In running events where there is a preliminary heat, the athletes ranked 9th through 16th, will receive points accordingly.
- All field events and 800m, 1500m, 3000m and 4 x 400m will have competitors ranked 1st through 16th.
- Both relay competitions will have points allocated depending upon the number of competitors representing a particular school. Each athlete from a school will be awarded $\frac{1}{4}$ of the allocated points for finish position.
- In Pentathlon, there will be two athletes per zone per gender competing, and the points will be awarded as follows: 1st – 24 points; 2nd – 22; 3rd – 20; 4th – 18; 5th – 16; 6th – 14; 7th – 12; 8th – 10; 9th – 9; 10th – 8; 11th – 7; 12th – 6; 13th – 5; 14th – 4; 15th – 3; 16th – 2.
- Para is scored and contributes to school/zone points and the scoring is as follows: 5 competitors or fewer: 1st – 8 points; 2nd – 6; 3rd – 4; 4th – 3; 5th – 2. 6-10 competitors: 1st – 16 points; 2nd – 14; 3rd – 12; 4th – 10; 5th – 8; 6th – 6; 7th – 4; 8th – 3; 9th – 2; 10th – 1, 11 or more competitors – use scoring system as per all events.

TRACK EVENT FINALS: SCRATCHES & NO-SHOWS:

- **SCRATCHES:**

- If an athlete scratches from a track event final for a legitimate reason at least one hour before the race, (eg. Injury verified in writing by onsite medical staff and provided to the competition director), they will not be charged a no-show fee. Any scratch less than an hour before a final will be charged a no-show fee (an hour allows time to locate a replacement).
- To replace the scratched athlete, every effort will be made by event organizers to locate the athlete whose time placed them 9th after the heat and offer them a place in the final. The 10th placed athlete will not be approached if the 9th placed athlete cannot be found and the lane will be left vacant. Lane allocations may have to be adjusted to ensure the 9th placed athlete takes the lane normally allocated to the 8th placed athlete. All other lane allocations will be adjusted accordingly.

- **POINT ALLOCATIONS (NO/SHOWS/SCRATCHES):**

- If an athlete scratches for a final within the allowable timeline of one hour, and only if accompanied by a note from the onsite medical staff confirming that the athlete cannot compete due to injury or illness, they will score the points for 8th place if the 9th placed runner after the heats cannot be located.

- If the 9th placed athlete is found and does compete in the final, they will score points based on how they place and the scratched athlete will score the points allocated to 9th place.
 - The Unified Banner is scored separately as an independent event and does not contribute to school or Zone points.
 - The 4x400 Mixed Relay is a scoring event (as of 2020)
- **NO-SHOWS:**
 - An Athlete who is a no-show for a Final event without scratching for a legitimate reason at least one hour prior to the Final will be charged the no-show fee and will forfeit any points that might normally accrue to their school points total. Points for other athletes will be moved up accordingly.

K. AWARDS PRESENTATIONS & PHOTOGRAPHS

- The SSA Awards Area is located on the southeast side of the venue. Look for the Blue SSA tent and podium.
- SSA medals will be presented to the gold, silver and bronze recipients.
- All medalists will be required to sign for their medals to ensure that we have accurate distribution of medals as well as accuracy of names for award winners.
- Presentations will occur at set times throughout both days and will be posted in advance. A schedule will be posted on the results board.
- All gold medal competitors in individual and relay event(s) will have their photograph(s) taken immediately after the conclusion of their awards presentation. Pictures will be taken with the athlete(s) wearing the champion t-shirt and the medal(s) awarded by the SSA. Please remind your athletes that baseball caps, hats of any style, sunglasses, warm up suits etc. are not to be worn during the photograph. Photos will take place at the awards area.
- Unified: Medals will be distributed to individual athletes for each event and a banner will be presented to the overall team winner.
- Team photos for 1A, 2A, 3A, 4A, 5A, and Unified school championships will be taken at the conclusion of the meet.

L. COMPETITION SITE, EQUIPMENT, & UNIFORM POLICY

- **EQUIPMENT**
 - All competitors are required to use the equipment, including throwing implements, provided by the provincial organizing committee with the exception of pole vault poles (**NO EXCEPTIONS**).
- **VENUE**
 - All track events will be on a 400 meter rubberized all-weather track.
 - Cone spikes six (6) mm in length or less will be permitted. Officials in charge may at any time inspect athletes' shoes to see if their spikes conform to regulation size.
 - The shot put and discus competition areas have concrete pads.
 - The javelin run up is a rubberized all weather surface.
 - All horizontal and vertical jump surfaces are all-weather rubberized.

- **UNIFORMS:**
 - Athletes must compete in a uniform top that distinguishes their school or zone. Tops contrary to this rule with logos for clubs, athletic supply companies, alcohol etc. will be considered illegal and the athlete will be disqualified from the competition if not corrected after the first warning.
- **TENTS;**
 - All school or zone tents can be placed in the designated tent area north of the track outside the fence OR at the north end of the Grandstand. This area will be roped off for school/zone tents. **All tents must be secured down with weights or sandbags. No stakes/pegs permitted.**

M. PROTESTS & APPEALS

- **PROTESTS**
 - Protest concerning results or conduct within an event, will follow World Athletic policies and the protest must be made within 30 minutes of the results being posted or announced. (Note: the designated time that an event is posted is listed on the results sheet). The protest will be given to the Meet Director, SSA Operations Coordinator, or SSA Track and Field Commissioner who will refer the matter to the appropriate referee. A referee's decision may be appealed to the Jury of Appeal whose decision is final. Protest forms will be provided to the head zone coach as required.
 - Note: Video or digital pictures will not be considered.
 - Note: Relay protests, from Friday night's relays only, can be made up to 9:00 AM on Saturday.
- **JURY OF APPEALS:**
 - A jury of appeals will consist of:
 - The SSA Track & Field Commissioner (chairs jury but does not have a vote, unless to break a tie)
 - The Meet Director
 - The appropriate referee
 - Three (3) zone Head Coaches as selected randomly at the coaches meeting on Friday
 - An alternate as chosen at the coaches meeting from the remaining zones. The alternate will be used if the involvement of an athlete or athletes, places the zone jury member in a conflict of interest.
 - The SSA Director of Operations, who will act as secretary to the Jury of Appeal but does NOT have a vote.

N. SPORTSMANSHIP

- There will be QR codes set up around the facility with regular announcements being made throughout the event to nominate any individuals (athlete, coach, volunteer, official, spectator, etc.) that SET THE BAR and demonstrate a high standard of sportsmanship. The QR code will take nominators to a Google Form to be filled out, this will go directly to the Host Sportsmanship Committee to review and determine if individuals have SET THE BAR. Selections for who the Committee believe have SET THE BAR will be announced throughout the event and will be presented with their SET THE BAR luggage tag.

- **Absolute Athletic Therapy**
 - Two certified Athletic Therapists from Absolute Athletic Therapy will be on-site for each of the two days and stationed at the Medical Station tent. An Athletic Therapist will be stationed near the 100m Finish Line.
 - The Athletic Therapists can assist with injury assessment and will provide EMERGENCY services; they are not there to tape athletic injuries.
 - If an ambulance and paramedic are required (non-life threatening), one AT will call 911, if required, and communicate with Leah Conforti (403-312-7753) to have the staff meet the ambulance to direct them to the correct area of the park.
 - After the 911 call is initiated, the coach/AT/medic will stay on the phone with emergency dispatch. The coach/AT/medic at the field MUST call Leah Conforti (403-312-7753) to have staff meet the ambulance to direct the EMS staff where to go.
 - The Athletic Therapist will take control of an emergency situation until a medical authority arrives.
 - The Meet Director will determine when it is safe to resume participation
- Please review the full event [EMERGENCY ACTION PLAN LINKED HERE](#)

2. HOST INFORMATION

A. VENUE INFORMATION

VENUE	Foothills Athletic Park, Calgary, Alberta
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- The running track at Foothills Athletic Park in Calgary is a well-developed outdoor athletics facility designed for both competitive and recreational use. It features a standard 400-metre oval track with a high-quality surface suitable for sprinting, middle-distance training, and organized meets.
- Surrounding the track is a full track-and-field complex, including long jump pits, pole vault areas, and throwing zones for shot put, discus, and javelin, making it capable of hosting a wide range of events.

B. ACCOMMODATIONS

SSA Partner Hotels

Option #1	Sandman Calgary West Distance to Foothills Athletic Park: 8.3 km Drive Time to Foothills Athletic Park: 12 min	125 Bowridge Dr NW, Calgary, AB T3B 3Y6 CALL: (403) 288-6033 2 Beds / \$199 Block ID: 592079
Option #2	Sandman Signature Calgary Downtown Distance to Foothills Athletic Park: 8.3 km Drive Time to Foothills Athletic Park: 12 min	888 7 Ave SW, Calgary, AB T2P 3J3 CALL: (403) 237-8626 2 Beds / \$179 Please contact Hanee Solanki (Salesco_signatureCDT@sandman.ca) to book
Option #3	Four Points by Sheraton-Calgary West Distance to Foothills Athletic Park: 8.4 km Drive Time to Foothills Athletic Park: 13 min	8220 Bowridge Cres. NW, Calgary, AB T3B 2V1 CALL: (403) 288-4441 2 Queen Beds/\$199 Block ID: BOOK HERE Hotel Info Sheet

C. FOOD & BEVERAGE

- Food Trucks will be available to all spectators throughout the weekend in the Southwest corner near the entrance to the park. There are also several food establishments at the University of Calgary or along Crowchild Trail within walking distance. There will be a variety of options to choose from.

D. HOSPITALITY

- A hospitality area will be provided for officials and designated host committee members all day Friday and Saturday; providing lunch, snacks, and refreshments

E. PARKING

PARKING INSTRUCTIONS

- Parking is Free! Although limited, parking in/around Foothills Athletic Park is Free.
- On Friday, there is a Stampeder football game. Please be aware of this as parking may be limited.

F. TICKETING

- All ticket options will be available on the School Sport Alberta Network. Ticket options will be available under the following options:
 - Day Pass - \$10
 - Tournament Pass - \$15
 - Children 10 & Under - Free; tickets not required.
- Please look for the Track & Field ticket options when purchasing tickets on the SSA network website. Please ensure you are purchasing either the day pass or the tournament pass you are looking for.
- Spectators can purchase event tickets at the link here:
<https://www.watcheschoolsport.ca/ssaprovincialtickets/>

G. LIVE STREAMING

- There will be no livestreaming of the 2026 SSA Track and Field Provincial Championship.

H. MERCHANDISE

- Northwest Designs will be available at Foothills Athletic Park on both Friday & Saturday. They will have many different merchandise options for you to choose from.
- If you are not able to purchase your apparel at the event due to a shortage of stock, you will have the opportunity to make a team order after the event. For more information on how to place a post-event online order, please visit the apparel section of the championship website.

I. SOCIAL MEDIA

- We know that every picture tells a story. The moments we capture here—the hard work, the passion, the victories, and the sportsmanship—are what make these events so special. Our goal is to highlight these incredible memories and share them with the wider community. We encourage all of you, from athletes and coaches to parents and fans, to take photos and videos throughout the event.
- To make sure we can find and celebrate all of your amazing content, please tag us @schoolsportalberta and use our official hashtags: **#SchoolSportAlberta** or **#ssaprovs**. By using these hashtags, you help us showcase the best of School Sport Alberta and create a collective memory of this day
- Finally, please remember to be respectful and mindful of others' privacy when you are posting. Let's make this a positive and supportive experience for everyone, both in person and online

J. EMERGENCY ACTION PLAN (EAP)

VENUE	Foothills Athletic Park-
TOURNAMENT CHAIR	Leah Conforti (403-312-7753)
EMERGENCY SERVICES POINT PERSON	Kim Cousins (403-461-2673)
LOCAL EMERGENCY SERVICES	Calgary Fire/Ambulance/Police: 911

- Please review the full event [EMERGENCY ACTION PLAN LINKED HERE](#)