

# Leicester Rowing Club Regatta - Sun 23 April 2023

## SAFETY PLAN

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## 1. Introduction

- 1.1 The competition is organised by Leicester Rowing Club and held on the Mile Straight of the Grand Union Canal, Leicester. Racing takes place between the Newarke Bridge (SK581040) and the clubhouse (SK580033) and competing crews will be restricted to the canal between Freemans' Lock and West Bridge
- 1.2 Competitions will be offered to Junior, Senior and Masters rowers. Junior categories will run from J11. Seniors will be banded according to ranking points. Masters' categories will run from A upwards.
- 1.3 The format is side by side racing in fine boats and a maximum of 180 crews are expected of varying competencies.
- 1.4 Racing will be organised in batches, with crews for each batch boating, marshalling in an assembly/marshalling area and then rowing to the start as a group.
- 1.5 British Rowing Rules of Racing will apply.
- 1.6 The Safety Plan explains measures that have been introduced as a result of the Competition Risk Assessment (ERA) and specific details relating to British Rowing requirements. ERA references are included as ERAxx

## 2. Competition Organising Committee

- 2.1 The competition is organised by Leicester Rowing Club
- 2.2 The competition organising committee:

Chair:	Liz Pulford
Chairman of Race Committee:	Sally Horrocks
Competition Rowing Safety Adviser (CoRSA):	Tim Walton
Competition Welfare Officer:	Liz Pulford
<b>Race Committee</b>	
Chair of Race Committee:	Sally Horrocks
Race Committee	Andrew Blitt
	Sarah Royles
	Phil Latka

### **3. Communications**

#### **3.1 Prior to the competition**

- 3.1.1 The following documentation will be posted on the club website, [www.leicester-rowing.co.uk](http://www.leicester-rowing.co.uk) and emailed directly to club contacts with the draw:
- How to get to Leicester Rowing Club and locations for car and trailer parking
  - Circulation pattern
  - Safety plan
  - Competitors' Safety Information
  - Welfare plan
- 3.1.2 It is the responsibility of participating clubs to ensure that all their crews are aware of the contents. (ERA31)
- 3.1.3 In the competition of cancellation prior to the competition participants will be informed via email, telephone, website and Twitter (@LeicesterRowing)(ERA1, ERA4, ERA5)
- 3.1.4 Safety briefings for marshals will be held prior to the competition.(ERA15)
- 3.1.2 Other river users have been informed of the competition through the local media, club website ([www.leicester-rowing.co.uk](http://www.leicester-rowing.co.uk)) and the Canal and River Trust website (<http://canalrivertrust.org.uk/notice/749/uperton-road-bridge-109-and-west-bridge-112-mile-straight-leicester>) who have given permission for the competition. [The Canal and River Trust have also suspended mooring on the regatta course and at the Castle Gardens landing stages.] (ERA14)
- 3.1.3 The local police have also been advised and will be providing the Regatta with the support of at least one police constable on the day

#### **3.2 At the start of the competition**

- 3.2.1 A briefing for umpires will take place on the day of the competition prior to the start of boating. (ERA16) will include a section on safety and arrangements in the competition of a lightning risk (ERA5).
- 3.2.2 Paper copies of safety documentation, including circulation pattern, will be available from registration.

#### **3.3 During the competition**

- 3.3.1 Communication between umpires will be by radio with mobile phones as a back up. Registration will have a radio and hold a list of mobile numbers. Marshals will communicate using the Zello app. The CoRSA will have a radio and access to Zello. (ERA33)
- 3.3.2 Information on radio procedure will be circulated to all those using radios or Zello and be covered in the briefings for marshals and umpires.

- 3.3.3 A PA system will be available for communication off the water and will be used in the competition of a coaches' meeting. Megaphones will be used by umpires and marshals to communicate with crews on the water. (ERA36)
- 3.3.4 Signage to alert other canal and towpath users to the competition will be deployed (ERA14)

### **3.4 Post competition**

- 3.4.1 Feedback on the competition will be invited by email to [regatta@leicester-rowing.co.uk](mailto:regatta@leicester-rowing.co.uk)
- 3.4.2 There will be a competition review meeting to cover all aspects of organisation. Safety will be a key item on the agenda for this meeting.

## **4. Safety Generally**

- 4.1 The regatta is held on a south-north axis canalised section of the River Soar and water conditions are generally benign. However, after heavy rain or prolonged periods of rain, the water level rises and water flow increases. Higher water levels also result in debris being washed downstream along the regatta course. Weather, water levels and flow will be monitored in the days before the regatta and weather forecasts will also be consulted and where conditions may be questionable (including the addition of very low temperatures into the mix), the Race Committee Chair, Organising Committee and CoRSA will decide whether it is safe to proceed or if cancellation should be notified to participating clubs. (ERA3, ERA4)
- 4.2 High temperatures will also be monitored and competitors, particularly juniors, will be reminded about the need for sunscreen and additional fluid intake.(ERA6)
- 4.3 The safety boat/launch does not circulate because the regatta course is not wide enough. A small launch with outboard motor will be available should it be required. A designated driver and assistant will be on hand if required. They will be contactable by Zello and by mobile phone. There are very few incidents that will require the use of the launch and these are unlikely. (ERA1)
- 4.4 The following arrangements are in place to ensure the safety of competitors:
  - 4.4.1 Umpires are located every 250m along the course and each can monitor the entire course of each race from start to finish. All Umpires are in radio contact with each other, the Competition Safety Adviser, the Coordinating Umpire and the Finish Judge. All have mobile phones. (ERA1, ERA33)
  - 4.4.2 A rescue point containing a throw line and blanket is located with each Umpire along the course.(ERA16)
  - 4.4.3 A defibrillator is located at the club gates and the locations of additional defibrillators close to the regatta course in Castle Gardens and Bede Park

have been established. The CoRSA will also carry the EMRCC mobile AED (from the Regatta Pack) for use in an emergency.

- 4.4.4 The regatta operates a batch system. The safety of crews once they have boated and after they have finished racing is overseen by marshals located in the boating area, on the bridge which crosses the entrance to the basin and in the assembly area at Freemans' Lock and (after the crews have rowed to the start) in the pre-start marshalling area north of Newarke Bridge. These marshals are also equipped with rescue equipment and megaphones. They will communicate using the Zello app and mobile phone. (ERA8, ERA9, ERA10, ERA11)
- 4.4.5 Constant vigilance will be maintained where weather forecast and/or prevailing weather conditions suggest the possibility of lightning. (ERA5) Umpires and marshals will be briefed to ensure that once an evacuation of the rowing course is called for by the CoRSA, all competitors will be brought back to the boathouse as soon as possible.
- 4.4.6 Areas of low water in the assembly area adjacent to Freemans Lock will be marked with buoys. (ERA7)
- 4.4.7 The city side bridge supports to the Swan Bridge extend into the regatta course and will be buoyed to assist competitors. There will also be poles hung from the bridges on the course to assist competitors in fixing the approximate centre line of their course. (ERA17)
- 4.4.8 Vegetation also extends into the city side of the course and these will be marked with buoys to assist competitors. (ERA18)
- 4.4.9 There are swans and other waterfowl on the course and whilst every effort will be made to coax these away from the course, competitors should be aware. Umpires will be requested to advise on fairness outcomes where competitors' progress may have been impeded. (ERA19)
- 4.2.5 Off the water marshals will assist with for the safe parking of trailers (ERA29).
- 4.2.6 A list of marshals, their responsibilities and the equipment they require is included at Annex E to this Safety Plan.
- 4.2.7 Safety briefings for marshals will be held prior to the competition (ERA15) and will cover the following:
  - Requirements of each role and responsibility for safety and fairness
  - Timings for the day
  - Communication arrangements including use of the Zello app
  - Hazards of the course
  - Equipment required for each role
  - Emergency Action plan

## **5. Accident and Emergency Procedures**

### **5.1 First Aid Cover**

- 5.1.1 First Aid cover will be provided by certified first aiders who can be contacted through Regatta Control. (ERA28) First Aid boxes are also situated in the boat store and the kitchen. First Aiders will be contactable by mobile phone.
- 5.1.2 A defibrillator is available at the club gates. (ERA29) Additional defibrillators are located in Castle Gardens and Bede Park. The CoRSA will carry a defibrillator as part of the roving safety pack.

### **5.2 Emergency Services**

- 5.2.1 The nearest A&E Unit is at the following location:

Leicester Royal Infirmary,  
Infirmary Square,  
Leicester  
LE1 5WW

Phone: 0300 303 1573

It will take about 5 minutes to reach.

- 5.2.2 Emergency services, if required, will be called either to the clubhouse or to the nearest access point to the incident.  
  
The CoRSA or deputy will meet and direct them.

### **5.3 Emergency Equipment**

- 5.3.1 The regatta will use the EMRCC Regatta Pack and umpires and marshals will be equipped with throw lines and thermal blankets. (ERA15, ERA16) The pack also includes an additional AED. Details are provided in the table in the Annex.

### **5.4 Emergency Response Plan**

- 5.4.1 In the competition of a serious incident involving an immediate danger to life, the nearest umpire and/or official will make the following call over the radio:

**“Mayday Mayday Mayday All Stations, this is [the Start] My position is [at Newarke Bridge]. We have [a suspected heart attack in the XX crew and the crew member is in serious difficulty]. We require immediate emergency service attendance. [One of the crew is giving external heart massage.] All Stations, this is [the start] Over.”**

The call will be answered by the CoRSA, thereafter, there will be radio silence unless the CoRSA seeks further information or offers an update.

- 5.4.2 Where there is no immediate danger to life, though there is a requirement for immediate emergency boat attendance, the following message will be passed over the radio:

**“pan-pan, pan-pan, pan-pan” this is [the start] We have had a collision between two boats and both are holed. There are no injuries but both crews require assistance to get to a place of safety. All stations, this is [the starter at the start at Newarke Bridge.] Over”**

The call will be answered by the CoRSA thereafter, there will be radio silence unless the CoRSA seeks further information or offers an update.

- 5.4.3 The CoRSA or deputy will be responsible for contacting the emergency services or first aiders as appropriate (ERA29).
- 5.4.4 In the event of a capsized boat during a race the nearest umpire will act as the emergency coordinator until the CoRSA arrives and will
- Advise the CoRSA and all other race officials that it is necessary to suspend the start of any further races (using PAN-PAN, PAN –PAN to alert all officials)
  - Instruct the crew to hold onto the boat and instruct them to swim to the towpath side. If they are close to one of the bridges it is advisable to swim to the towpath under the bridge where the freeboard between water and towpath is shallower than on the rest of the course
  - Summon the safety boat if required
  - Deploy the throw line
  - Assist the crew to climb out of the water and recover their equipment.
  - The CoRSA will advise all officials when racing can restart
- 5.4.5 In the event of a capsized boat when crews are marshalling or rowing to the start, the nearest marshal or umpire will follow the procedure above, with the additional responsibility of informing embarkation marshals if it is necessary to suspend boating.(ERA1)
- 5.4.6 In the event of equipment failure or other incident that prevents a crew from racing or completing a race, but which does not require the crew to disembark, the start umpire or nearest umpire will inform all other race officials that the crew is returning along the course but is not racing while it does so. (ERA1, ERA26)
- 5.4.7 In the event of equipment failure or other incident that renders the boat unrowable, the nearest umpire will instruct the crew to disembark onto the towpath and summon assistance to facilitate this and to carry the boat back to the clubhouse. (ERA26) If the incident results in the boat becoming stuck on the City side of the river the safety boat will be summoned to move it to the towpath side to be removed from the canal.(ERA18)

## **5.5 Lightning**

- 5.5.1 The CoRSA and Race Committee Chair will monitor forecasts both on the previous day and during the course of the regatta to establish whether lightning may be a possibility.(ERA5)
- 5.5.2 In the event of a lightning strike being seen, the CoRSA will implement the recommendations of the British Rowing 30/30. All crews on the water will be instructed to return to the boating areas as quickly as is safe to do so and this may include racing some crews in their established races depending upon the

proximity of the storm. However, the fundamental logic will be to move competitors and all race officials to a place of safety. Once off the water, all competitors and officials will be encouraged to move either indoors or into vehicles until the danger of lightning has passed. (ERA5)

5.5.2 The Competition Rowing Safety Adviser (CoRSA), Race Committee Chairman and Welfare Officer/Chair of Competition Organising Committee will decide if and when racing should resume.(ERA5)

5.5.3 These arrangements will be communicated to competitors and spectators by PA. Competition officials will be informed via the radio.(ERA5)

## **5.6 Land Based Incidents**

5.6.1 Land based incidents will be controlled initially by those finding the incident until the CoRSA and/or First Aiders take over responsibility and agree further action as necessary.(ERA28)

## **5.7 Access Points**

5.7.1 By reference to Fig 1 below, access to the towpath is possible at:

- The Boathouse/ Finish (ramp) **SK580033 (///give.vibrate.farmer)**
- Upperton Road Bridge (steps) **SK581034 (///town.polite.plug)**
- 4 points between Swan Bridge **SK581034 (///town.polite.plug)** and Mill Lane Bridge (two steps, two ramps) **SK581037 (///boss.jets.kite)**
- 1 point between Mill Lane Bridge **SK581037 (///boss.jets.kite)** and the start (ramp) **SK581040 (///range.sculpture.seats)**
- Newarke Bridge/ Start (steps) **SK581040 (///range.sculpture.seats)**
- A47 St Augustine Road **SK581043 (///friday.react.hired)**





Fig 1 Access Points.

## **5.8 Reporting of Incidents**

5.8.1 Any incidents including potential and actual injury or damage to individual or equipment, must be reported to the CoRSA via Regatta Registration. These will be entered into an incident book and logged onto the British Rowing reporting system.

## **6. Pre Boating Safety Checks**

6.1 Crews will be asked to confirm that their boats conform to the minimum standards required by the Rules of Racing before going afloat. In addition, Umpires at Control Commission will carry out random checks before boating.(ERA25) No crew that fails these checks will be permitted to go afloat. Because of the way in which the batch system works, late boating due to failure at Control Commission will not be accommodated.

6.2 Control Commission will maintain a record of all crews that fail the safety checks.

## **7. PROCEDURE TO BE FOLLOWED WHEN A BARGE IS MOVING DOWN THE COURSE AT THE SAME TIME A DIVISION IS HEADING TO THE START. (ERA14)**

7.1 Signage will be placed on the tow path in strategic places to inform approaching barges that an competition is in progress (ERA14). This information will also have been circulated in advance as outlined above. Experience indicates, however, that not all barge drivers will be aware of the competition.

7.2 When the barge is approaching from the north so will pass the start first

7.2.1 If crews for a batch are marshalling above the start the start team will ask the barge to wait until all races in the division are complete before proceeding down the course.

7.2.2 The start team will request the barge driver to keep to the towpath side and to proceed with caution.

7.2.3 The start team will inform all umpires that a barge is passing down the course and that crews heading to the start should keep to the city bank, that is their starboard side

7.2.4 The start marshal will pass this information to all other marshals

7.2.5 The lock marshal will inform crews that a barge will be on the course and that they need to keep to the city bank.

7.2.6 Umpires and marshals will monitor the progress of the barge and of the crews to ensure safe passage.

7.3 When the barge is approaching from the south so will pass the finish first

- 7.3.1 If crews for a batch are marshalling below Freeman's Lock the lock marshal will ask the barge to wait by the lock until all crews have left the area for the start before proceeding down the course.
- 7.3.2 The lock marshal will request the barge driver to keep behind the crews and to proceed with caution.
- 7.3.3 The lock marshal will inform the CoRSA and all marshals that a barge will be following the division down the course.
- 7.3.4 The CoRSA will inform all umpires that a barge is passing down the course behind the crews.
- 7.3.5 The start marshal will ensure that crews are arranged above the start so that the barge can pass them safely.
- 7.3.6 Umpires and marshals will monitor the progress of the barge and of the crews to ensure safe passage.
- 7.4 If there are no crews marshalling below the lock, there are likely be races on the course. Barges will still need to be held at the lock and follow the next batch.

## **8. Abandonment Plan (ERA4)**

- 8.1 The competition takes place on a canalised river. The abandonment of racing and the Abandonment Plan will be implemented in the competition of high water levels, frozen water, very low water, excess weed growth on the course, debris or severe winds. Of these only high water levels, debris or severe winds are likely to occur in April.
- 8.2 Racing will not take place if the water level is over the edge of the hard above the landing stages. This is when the gauge at Freemans' Weir measures 0.35m or above.
- 8.3 Abandonment due to severe winds on the day will depend on the direction of the wind, the level of gusts and whether there is also rain. The regatta will be abandoned in advance if gusts above 40 mph are anticipated/forecast.
- 8.4 If the competition is to be abandoned in its entirety this will be determined before the competition so that all clubs are made aware before they travel. This is only likely in the competition of sustained high water levels. These will be monitored by the CoRSA through the Environment Agency website, which provides regular data on the level at Freemans Weir,

<https://flood-warning-information.service.gov.uk/station/2158>

The CoRSA will assess the likely conditions based on current water levels and the amount of additional rain forecast. In the competition of cancellation clubs will be informed via email, telephone, the competition website, and Twitter.

- 8.5 At the start of the day an assessment will be made by the Race Committee based on the fixed and variable aspects of the competition i.e. Age, experience / category, 1x, 2x, coxless, front loader, weather, the course, water conditions, other external factors as to what categories are deemed able to race and whether any amendments are to be made to the course. Any restrictions or amendments will be advised to all Club coaches by the CoRSA at a meeting to be announced over the PA system.
- 8.6 An ongoing assessment will be made during the day by the Race Committee based on the fixed and variable aspects of the competition. Any restrictions or amendments will be advised to all Club coaches by the CoRSA at a meeting to be announced over the PA system. All marshals and umpires will be informed by radio or the Zello app.
- 8.7 The decision to abandon or curtail the competition in cases of emergency or extreme weather or other conditions will be made by the following officials:
- CoRSA
  - Race Committee Chair
  - Welfare Officer/ Competition Organising Committee Chair

## **9. Plan B**

- 9.1 In the competition of a failure of safety arrangements, the Race Committee Chair will be consulted and a temporary or permanent cessation of racing will be implemented. The safety arrangements will be fully reinstated before racing is allowed to resume. Umpires, marshals and members of the Organising Committee will be notified of the cessation and all updates by word of mouth, radio and Zello. In addition, competitors and spectators will be made aware by PA announcement.
- 9.2 Loss of radio communications will be covered by reverting to the use of mobile phones. A list of contact details will be circulated at the early morning briefing.
- 9.3 Loss of Umpire support will be covered by officials on standby (spares) following consultations with the Race Committee Chair and CoRSA.
- 9.4 Missing marshals will be covered by extended shifts or shorter breaks. Attendance of marshals will be monitored to ensure continuity of cover.
- 9.5 Three First Aiders will be present to ensure at least one is always available
- 9.6 The Competition Rowing Safety Adviser will be replaced by Angela Holohan.

## Annexes

Annex	A	Risk Assessment
	B	The Course and Circulation Pattern
	C.	Welfare Plan
	D.	Competitor's Instructions
	E.	List of Umpire and Marshal Points

## **ANNEX A: RISK ASSESSMENT**

See attached spreadsheet

## ANNEX B: THE COURSE AND CIRCULATION PATTERN

- B1.1 Leicester Regatta is run on a batch system because the canal is not wide enough for crews to row down the course while a race is in progress. Batches are sent to the start every half hour.
- B1.2 On leaving the landing stages crews proceed towards the towpath footbridge. Marshals on the bridge will tell them when it is safe to proceed onto the main canal which they will cross and turn to STARBOARD (coxswain's right i.e. away from the finish line) keeping to the PORT side of the canal (City side) See Fig B-1.



Fig B-1 Boating Circulation Patterns and Marshalling Area

- B1.3 Once on the main canal crews will proceed towards the lock on the city side before spinning and waiting with bows pointing towards the start. There is a limited area below the finish where boats will be marshalled. It is **not** possible to warm up in this area. Crews waiting to race will be held behind a marker to keep them separate from crews that have already raced. Crews are able to warm up while rowing up to the start.
- B1.4 Marshals will instruct crews when to row down to the start. After they have passed through the bridge at the start (Newarke Bridge) they must follow the instructions of the marshal who tells them when to spin and line up in pairs in race order. Crews must not pass through West Bridge. Crews will be called to the start by the marshal



- B1.5 At the start a line of buoys mark the line between the two lanes.
- B1.6 Due to the restricted width of the canal, lining up can be difficult if there is a cross wind. Crews are asked to listen to and comply with the instructions given by the start team.

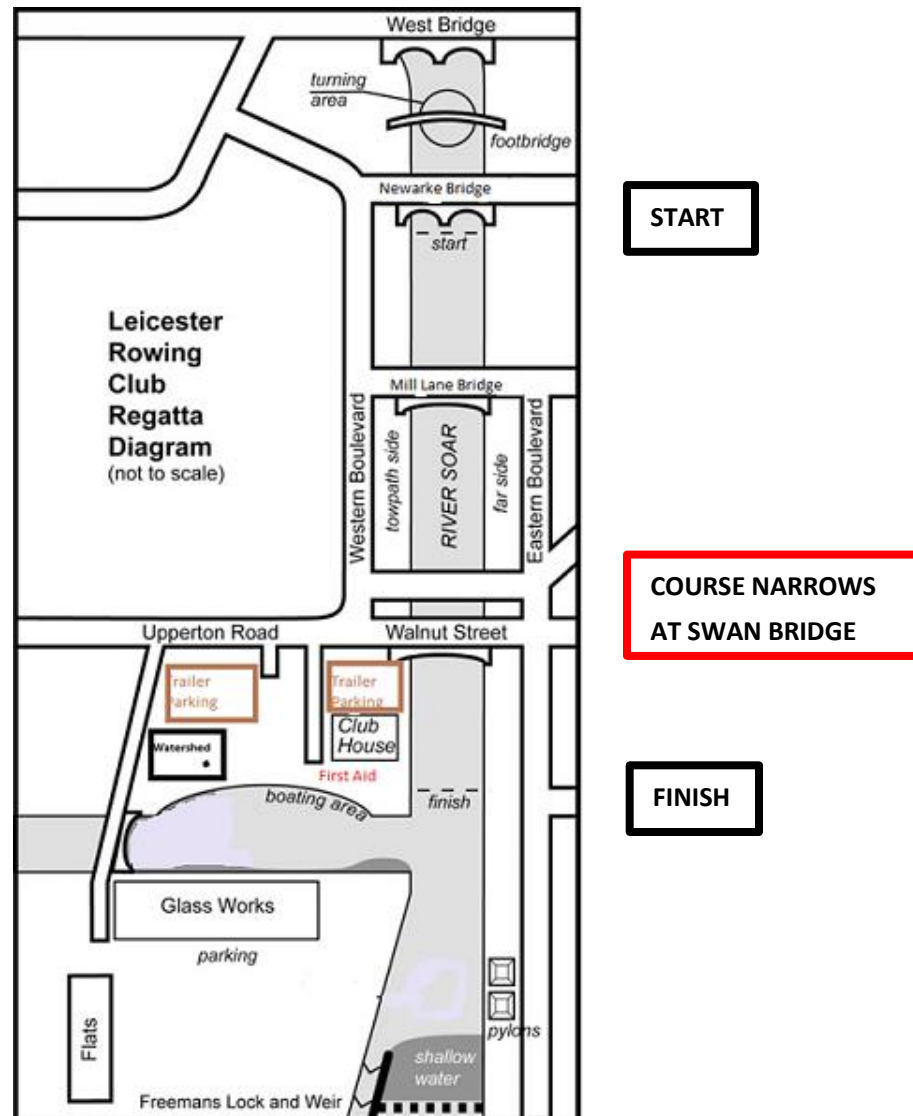


Figure B-2 The Regatta Course

- B1.7 There are three bridges across the canal on the racing course and they are narrower than the general course, see Fig B-2. Coxes must ensure that they follow their racing line through them and allow a safe course to be steered by their opposition. As a local rule for Leicester Regatta, umpires located at bridges are allowed to shout steering instructions to junior crews if they are in danger of hitting the bridge or towpath. Other crews may be told to stop. The approach to the narrowest bridge other narrow points and any nesting swans will be buoyed. The centre of each lane is marked by suspended striped poles on each of the bridges near the finish.
- B1.8 The finish is opposite the scaffold platform over the edge of the canal and is marked by a line of bunting. Crews are instructed not to stop immediately on the finish line as there may already be another race following down the



course. They should continue for a few strokes before stopping and preparing to enter the basin when instructed to do so by a marshal.

B1.9 Marshals on the foot bridge over the basin entrance will instruct crews to enter the basin when it is clear to do so. No crew should enter the basin until instructed to do so.

B1.10 There are some areas of shallow water, in particular some areas of the boating basin and the area immediately downstream of Freeman's Lock in the pre-batch handling area. Marshals will be stationed on the towpath to remind crews of this.

**Please Note:**

B1.11 The course is on a canal and subject to the occasional passage of barges and other river craft. Racing may be suspended to allow the passage of these over the regatta course. Competitors need to take care when barges are passing through the marshalling areas above the start and below the finish.

B1.12 Due to the possible risk from leptospirosis it is requested that coxes and first time winners are not thrown into the water in the basin. Buckets are available in the boathouse if a dousing is appropriate!

Last Item

## **ANNEX C: WELFARE PLAN**

**To all competing clubs and regatta officials:**

***In accordance with the British Rowing Safeguarding and Protecting Children Guidance Guidelines for Rowing Competitions (WG 3.4).***

### **C1.1 Welfare Statement**

C1.1.1 The Organising Committee of Leicester Regatta believes that the welfare and wellbeing of all attendees, and particularly children and vulnerable adults is paramount. All people, regardless of age, gender, ethnicity, religion or ability, have equal rights to safety and protection. We ask that everyone involved in the regatta in any capacity remains vigilant and reports anything suspicious. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately. Any such concerns should be reported to a Leicester Rowing Club volunteer or regatta official without delay.

### **C1.2 Welfare Plan**

C1.2.1 The Organising Committee has looked at the procedures and processes of the regatta from the point of view of the welfare of children or vulnerable adults, whether as competitors, helpers or spectators. The Organising Committee would like to draw attention to the following specific points;

- **Children as competitors:** All officials and competitors should treat child competitors in an appropriate way, for example when giving instructions or when launching or marshalling.
- **Children as helpers:** Children will not be placed in hazardous situations.
- **Children as spectators:** Children spectating along the course and in the boating area should take care when close to the river bank. Those with them should exercise vigilance at all times.

### **C1.3 What to do if you have a child welfare concern**

C1.3.1 If anyone at the Regatta has any concerns of any nature about child welfare, they should contact the **Regatta Welfare Officer, Liz Pulford**. During the Regatta, she can be contacted via Regatta Control in the Secretary's tent. Her mobile phone number is 07801775346. She can also be contacted by asking any official with a radio to pass a message to her.

C1.3.2 Liz will take overall responsibility for investigations and taking any required action, and referral to other concerned parties e.g. the coordinating umpire, the police or the British Rowing CPO. She will take responsibility for reporting any matter to the police, and for ensuring that reports are made to the British Rowing Lead Safeguarding Officer (LSO) (07976 902618), for the NSPCC (0808 800 5000), if appropriate.

C1.3.3 First aid provision is provided at the regatta during the hours of racing. Outside of this time contact numbers for the local hospital are posted on site. In an emergency, please dial 999.

#### **C1.4 Supervision of junior competitors**

C1.4.1 Leicester Regatta recognises our responsibility to provide a safe environment for all those attending the Regatta in whatever capacity. With respect to juniors however, it remains the attending Clubs' responsibility to ensure that their junior competitors and crews are fully supervised and are competent to deal with the course and the prevailing conditions. We expect clubs and schools to have their own up-to-date child protection and welfare policies, compliant with British Rowing's Safeguarding & Protecting Children Policy, and that these policies are followed.

C1.4.2 It is a condition of entry to the regatta that each junior competitor or crew shall be supervised by a manager, coach or parent. This person must be over the age of 18 and is to be responsible for the welfare, safety and appropriate supervision of his/her crew(s). They should provide their name, contact phone number and details of which crews they are supervising to Regatta Registration. They are expected to understand the competence of the individual competitors and to know the whereabouts of their crew(s) at all times during the regatta. If at any stage they feel that the conditions are outside their competitors' level of competence it is their responsibility to withdraw them from the competition. They are also expected to have read the Instructions for Competitors and familiarised themselves with the risks and hazards that may be encountered.

C1.4.3 Whilst crews are out on the water, marshals will be on hand on the bank to provide safety cover and to summon help if required. In addition, they will be instructed to a) report any suspicious activity to the Regatta Welfare Officer as detailed above and b) show respect to all competitors.

#### **C1.5 Contact numbers for responsible adults**

C1.5.1 The Regatta Welfare Officer may need to contact a coach /person responsible for a junior competitor.

C1.5.2 All clubs with junior competitors will be expected to provide a list of names and contact mobile phone numbers for their responsible people. If no number is provided the number captured with the entry documentation will be used.

#### **C1.6 Missing Persons**

C1.6.1 If a child is believed to be missing this should in the first instance be reported to the nearest regatta volunteer or the Regatta Welfare Officer. The Regatta Welfare Officer will advise both the Chair of the Race Committee and the Chair of the Organising Committee of the situation. The coach / person responsible for the missing child will be made aware of the situation.

C1.6.2 The Regatta Welfare Officer will send out an announcement via the radios and the PA system, organise a search for the missing child and, if necessary, contact the police.

C1.6.3 If contact has not been made with the individual within 20 minutes of concerns being reported to the Regatta Welfare Officer the local police will be contacted.

C1.6.4 Any young person who has lost their coach or responsible person should report to Regatta Control in the Secretary's tent, so we can reunite them. We ask coaches/responsible persons to make their crews aware of this.

### **C1.7 Photography**

C1.7.1 Clubs and schools are asked to recognise that the regatta takes place on a navigable canal with a publicly accessible towpath along the entire length of the course and marshalling areas. There will inevitably be a number of people, including parents and supporters, taking photographs of the racing and the 'scene' during the day. In addition, the regatta committee may make appropriate use of photographs of crews and races on its website, in the programme and its future publicity.

Last Item

## ANNEX D: COMPETITOR'S (SAFETY) INFORMATION



### Leicester Regatta – 23 April 2023 Competitor (Safety) Information

#### D1.1 Registration

D1.1 Registration will take place in the shed at the side of the clubhouse, the other side of the railings from the regatta finish. **All competitors must present valid Race Membership cards, (and/or copy of digital membership card for those renewing after 29 Mar 23) if membership renewal before numbers will be issued.**

#### D1.2 Race Details and boating

D1.2.1 Leicester Regatta runs on a batch system because the river is not wide enough for crews to row down the course while a race is in progress. Batches generally start on the hour and at each half hour and crews are sent to the start every half hour as each batch of races finishes. You should be ready to boat 30 minutes before the time of your batch. Ensure that your crew is available to boat as soon as your batch is called.

D1.2.2 The course is 750m and Junior and /or inexperienced crews should consider whether they will be able to compete at this distance

D1.2.2 Please check your equipment prior to proceeding to the boating area. It will not be possible to accommodate late boating due to failure at Control Commission because your batch will probably be at the start by the time you are able to boat

#### D1.3 Boating and Marshalling

D1.3.1 On leaving the landing stages you proceed towards the towpath footbridge. Marshals on the bridge will tell you when it is safe to proceed onto the main canal See Fig D-1 which you will cross to the city side and turn to STARBOARD (coxswain's right i.e. away from the finish line), the diagram on the following page shows the circulation pattern once you leave the boating area. Beware, the circulation pattern on entering the main canal zone is counter intuitive since you will be proceeding upstream on your port side.

D1.3.2 Once on the main canal you proceed towards the lock on the city (port) side before

spinning and waiting with bows pointing towards the start. Beware, there is very shallow water near and downstream of the weir, **do not proceed beyond the marker buoys**. You will be able to warm up while rowing up to the start.

D1.3.3 Marshals will instruct you when to row down to the start. **Fig D-2** Compressed Plan showing Boating Area and Regatta Course is a useful indication of the location of the boathouse, boating area and regatta course. After you have passed through the bridge at the start, (Newarke Bridge) a marshal will be lining crews up in race order and you will be instructed when to spin by the marshal.



Fig D-1 Circulation pattern after coming out of the boating area

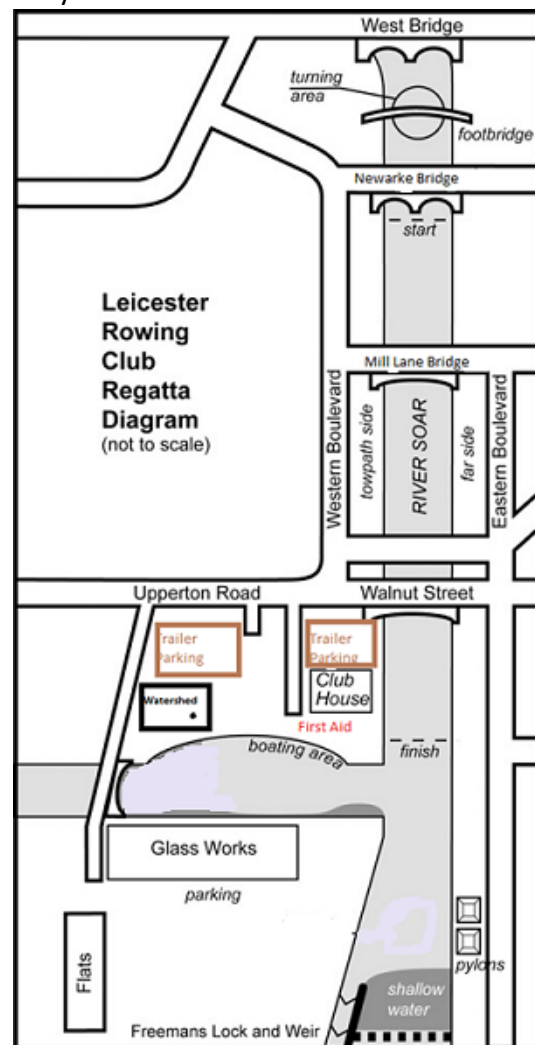


Fig D-2 Compressed plan showing boating area and Regatta course

D1.3.4 The Start Umpire will call you to the start in the usual way. At the start a line of buoys mark the line between the two lanes.

D1.3.4 Due to the restricted width of the canal, lining up can be difficult if there is a cross wind. Please listen to and comply with the instructions given by the marshals and start umpire. **Many coaches like to take control of their crews at this point, if you are one of these, please desist! Crews, please listen to and follow the instructions given by the umpires in the start**

**zone, this will ensure as stress free a start as is possible given prevailing weather conditions.**

D1.3.5 When racing, take particular care when passing through the three bridges as these are narrower than the rowing course. The approach to the narrowest bridge, other narrow points and any nesting swans will be buoyed. Striped poles suspended from the bridges mark the centre of each lane,

Every attempt will be made to clear swans and water fowl from the course though you are reminded to keep a lookout.

D1.3.6 **Coaches are requested NOT TO CYCLE along side their racing crews.** The hazard created by such behaviour could lead to serious injury to members of the public and spectators using the canal towpath. There are a number of low arched bridges on the towpath along the course and these present considerable hazard to anyone cycling on the towpath.

D1.3.7 The scaffold platform over the edge of the canal marks the finish line which is also marked with a line of bunting across the river. Do not stop immediately on the finish line. Continue for a few strokes before stopping and preparing to enter the basin. A marshal will tell you when it is clear to do so. No crew should enter the basin until instructed that it is clear for them to do so.

D1.3.8 Once in the basin you will need to spin and land on the incoming landing stages. Marshals will tell you when stages are clear for you to use.

D1.3.9 All boats and blades should be removed from the landing stages after racing. Please return them to trailers, leave on the racking or, if there is space, move to the grassy mound. Remember to secure your boat even if it is on trestles; the proximity of buildings around the basin produces some interesting wind gusts!

D1.3.10 There are some areas of shallow water, in particular some areas of the boating basin and the area immediately downstream of Freeman's Lock in the pre-batch handling area. Buoys will mark these areas and marshals stationed on the towpath will remind you of this.

D1.3.11 Due to the possible risk from leptospirosis coxes and new winners must not be thrown into the water in the basin. Buckets are available in the boathouse if a dousing is appropriate.

#### D1.4 **Barges and Canal Boats**

D1.4.1 The course is on a canalised stretch of the River Soar and subject to the occasional passage of barges and other river craft. Racing may be suspended to allow the passage of these over the regatta course. Competitors need to take care when barges are passing through the marshalling areas above the start and below the finish.

## D1.5 **New for 2023**

D1.5.1 Recent guidelines introduced by British Rowing require competitions to ensure that junior coxes presenting themselves for their weight ticket must be accompanied by a coach or parent. Please ensure that you come prepared since this will save time in the long run. Special arrangements will be made for those coxes that do not wish to know their weight.

D1.5.2 The Rules of Racing have relaxed the requirement to initiate the start routine on side by side racing courses with the words 'Two Minutes'. There will be no 'two minute' call at Leicester regatta so please listen to the Start Umpire who will provide you with details of the start routine.

**Leicester Rowing Club hopes that you have an enjoyable day of racing and meeting up with old friends and adversaries. Good luck!**

Last item



## ANNEX E: LIST OF UMPIRE AND MARSHAL POINTS

Ser	Location	Megaphone	Throwline	Hi Vis	Blanket	Radio	Zello	Responsibilities
1	Landing Stage Marshals		x	x			x	Assist crews in boating and disembarkation Also need gloves to protect hands
2	Bridge Marshals (min 2)	x	x	x	x		x	Supervise crews entering and leaving the basin
3	Lock Marshal	x	x	x	x		x	Supervise marshaling crews. Hold barges until end of batch
4	Start Marshal	x	x	x	With start umpires	x	x	Organize crews into races and feed through to start. Hold barges to end of batch
5	Race Control		x		x	x	x	
6	Finish Umpire	x	x		x	x		+ bell and flags
7	Start Umpire	x	x		x	x		+ bell and flags
8	Control Commission	x	x		x	x		
9	Mid Point 1, 2 and 3 Umpires	x	x		x	x		+ bell and flags
10	Trailer park marshals	x		x		x	x	Supervise parking of trailers. Direct cars to car parks
11	Competition Rowing Safety Adviser		x	x	x	x	x	Additional equipment: footwear for capsizes

Fig E-1 Umpire and Officials equipment matrix

Last item