



# Bradford Amateur Rowing Club

## SPRINT REGATTA 28 June 2025 COMPETITOR INSTRUCTIONS

BARC, Hirst Weir, Higher Coach Road, Baildon, Shipley, West Yorkshire, BD17 5SP  
What3Words Location Code: **Start, Think, Glance**

### 1. INTRODUCTION

It is vitally important that all competitors and their coaches read these Instructions and also the Safety Plan/Rules and Welfare Statement to which these Instructions refer and which are available to view on our website.

The main things to remember are:

- You must take responsibility for your own safety and the safety of others affected by your actions.
- You must read, understand and follow this Competition Safety Plan and Safety Rules.
- You must read, understand and comply with all the instructions to competitors including any local rules.
- You must report any incidents to BARC Competition Organisers and to British Rowing.

### 2. LOCAL FEATURES

These are set out in detail in the Safety Plan. This event takes place over a course of approximately 600m in length on the River Aire, downstream from the canal aqueduct to just above Hirst Weir.

- The start is roped - a horizontal rope with two drop ropes. The finish is in front of the club house marked by a sign and Umpire's gazebo. Hirst Weir is immediately below the finish.
  - **This is a rock ramp** rather than a traditionally structured weir.
  - **All** finishing crews to **hold up** immediately after the finish line.
  - **A grab line** of visible bunting is stretched across the river above the weir and rock ramp.
- The Aire is narrow and rowers are always within reach of a throw line. It is inaccessible for pleasure-craft. It is suitable for athletes with low levels experience, but it does include a number of bends which require **alert and experienced coxes and steers**.

Competitors are Juniors, Seniors from novice, Masters. All races are for fine boats but some Mixed Ability and New to Rowing events may be included in appropriate boats.

### 3. HAZARDS

Safety Rules – and these really are Rules the breach of which could lead to disqualification.

- **Bow loading boats** are not permitted due to the weir/rock ramp.
- **A finish Marshall equipped with a loud hailer** will instruct crews if needed. Please resist the urge to instruct your crews.
- A boat going over the weir will normally be caught and held by the rocks.
- There are deep holes under the water between the rocks and many of the rocks are unstable - **DO NOT attempt rescues from the rocks**. A Fire and Rescue Service water rescue at Hirst Weir is summoned by Phoning 999. What Three Words location code - **Start, Think, Glance**

### 4. GOING TO THE START AGAINST THE FLOW OF RACING – Safety Rules (applicable as above)

- Boats should not set off from the landing stage until given permission to do so from the outstage marshal.

- When rowing up to the start, should a race be coming down, boats rowing up should tuck into the bank ideally into the marked refuges.
- There will not be a coxes briefing; However, **coxes and steerers should walk the course** before racing.

## 5. OTHER INSTRUCTIONS

- Races are at 3-5 minute intervals over approximately 9 hours.
- Race numbers can be collected 60 minutes before race time from the desk behind the control desk in the main boathouse.
- Coxes must weigh in at registration.
- Paper numbers are to be affixed to the race top of the athlete at bow or single sculler; you have to ensure that your race number is visible to umpires at all times during any race.
- You should aim to boat 20 minutes before race time and be available at the outstage area for that purpose at that time. We endeavour to ensure that crews have clear instructions from stage marshals so that they know what to do and when. Please follow instructions not only from marshals but also in particular from umpires, whose instructions are to be preferred to those of spectators and supporters.
- You should read the Course Plan and Map carefully well in advance. A copy is attached below and is an integral part of the safety Plan.
- You must report in your boat to the pre-start marshal at least 10 minutes before race time.
- Heat winners stay on the water and return to the start for their next round/final.
- You should aim to get your boat and blades ready and available to you at the outstage so that you can cooperate with start out stage marshals promptly.
- At the start you will be required to take up your position by your cox (or stroke in coxless boats) holding a vertical rock drop rope which is easily visible as you approach the start - otherwise you should be ready for a free start without stake boat.
- It is your responsibility as a crew to ensure that you are properly aligned before the Start Umpire gives you instructions to start.
- You are expected to be familiar with how starts “work” and to do so you should be aware of the BR Rules of Racing section 7-3-4 at page 23 of the 2025 Edition of the Rules.
- Information is available in the documents on our website on the subject of car parking first aid registration and refreshments.
- It is VITAL that you follow instructions from instage marshals and finish umpires at the end of your races – they are there to help you avoid the weir!! As soon as you finish be prepared to **HOLD HARD!**



# Bradford Amateur Rowing Club

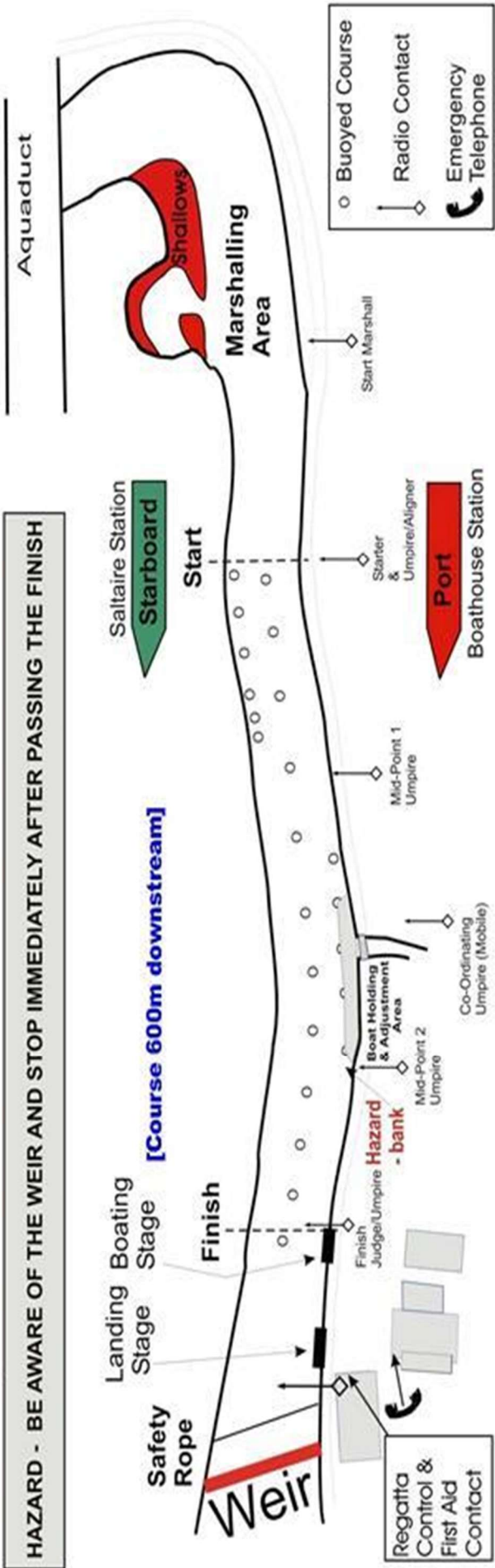
## Bradford Regatta Safety Plan

Buoyed Course - 600m downstream.

1. All crews must boat from the boating stage and use the landing stage after racing
2. All crews must proceed to the start on the boathouse side of the river
3. Crews proceeding to the start must follow the umpires' instructions
4. Crews must use the boat holding area when racing is in progress
5. Crews must boat at the same time as their opponents
6. Crews are recommended to steer by the mid-course buoys and not the banks
7. New to the Sport events will be over a short course - from Mid-Point2 to the Finish

A large scale map of the course will be available for viewing on the day.

**HAZARD - BE AWARE OF THE WEIR AND STOP IMMEDIATELY AFTER PASSING THE FINISH**



## 7. COMPETITION ORGANISATION

### 7.1. Competition Organising Committee

	Name	Contact No	Email
Chairman	Ronald Drake	07767 370889	<a href="mailto:bradfordregatta@gmail.com">bradfordregatta@gmail.com</a> <a href="mailto:rondrake26@gmail.com">rondrake26@gmail.com</a>
Captain	John Austin Davies	07718603137	<a href="mailto:johnaustindavies@gmail.com">johnaustindavies@gmail.com</a>
Club Rowing Safety Advisor	Bob Cannell	07870304027	<a href="mailto:boobarr@gmail.com">boobarr@gmail.com</a>
Competition Rowing Safety Advisor	Bob Cannell	07870304027	<a href="mailto:boobarr@gmail.com">boobarr@gmail.com</a>
Competition Welfare Officer	Clare Connolly	07966438978	<a href="mailto:clareconnolly4@gmail.com">clareconnolly4@gmail.com</a>
Coordinating Umpire:	See Rota on noticeboard - Changes throughout the day		

### 7.2. Communication

This plan will be sent to participant clubs and umpires by email along with directions to the event and boating schedule. These can also be found on the BARC website.

Umpires are briefed before the start of the regatta and have hard copies of this plan and emergency contact numbers in case of radio failure.

**PUBLIC ADDRESS SYSTEM** - A public address system covers the clubhouse and finish area besides inside the bar/refreshments room of BARC clubhouse. The system provides:

- Information to crews from control when they are required to boat.
- General information to competitors.
- Information to both competitors and supporters in case of emergency.
- Commentary on the racing.

All key mobile phone numbers are held by the Event Coordinator for use if other methods fail, including the mobile telephone number of an official at the start as a second line of communication.

Other telephone numbers:

- Emergency – 999 use What3Words location code - Start.Think.Glance
- Clubhouse foyer - Emergency Red phone **What3Words - Start.Think.Glance**
- Clubhouse bar - 01274 581359
- Police non-emergency - 101
- Bradford Royal Infirmary – 01274 542200, Accident & Emergency Dept - 01274 364012
- Regatta Chair – Ronald Drake 07767 370889
- Regional safety Adviser - Chris Polack 07851 019274
- Canal and Rivers Trust – 07876 035146

After the event a wash-up meeting is held to address any comments and feedback from participants, officials or others. These comments should be sent to [bradfordregatta@gmail.com](mailto:bradfordregatta@gmail.com). Comments from the day are noted and included in this meeting.

### 7.3. Documentation

Either attached as appendices or as separate documents

- Competition Risk Assessment
- Plan B
- Abandonment plan, local rules, course and circulation plan

### 7.4. Co-ordinating Umpire

Umpires, launch drivers and outstage marshals communicate using specifically tuned radios. Instruction on radio use is provided by the Coordinating Umpire at the start of the day. The Coordinating Umpire monitors radio transmissions throughout the competition. In the event of an emergency, radio silence is made using the “Pan-Pan, Pan-Pan” call sign requesting only radio traffic between the incident and the Coordinating Umpire. A separate radio system used to communicate between regatta control and the outstage marshal could be used in the event of radio failure of the primary system.

### 7.5. Race Marshals, Monitors and Umpires

All marshals wear high visibility vests, supplied by the club.

Role	Responsibility
Car park	Keep parking area for trailers only, or cars used for car topping
Road way	Keep roadway clear of parked cars
Tow path	Ensure officials have path clear of obstruction
Coordinating Umpire	Monitor all radio transmissions and issue instructions accordingly to all umpires and marshals.
Race Control	Summons crews to outstage. Deals with enquiries etc. Announces race results.
Out Stage Marshals	Pair crews, boat them on instruction from umpires and tell them the safe places to wait as umpires move them upstream
In Stage Marshals	Warn crews to hold up before the weir. Land them safely. Clear landing stage efficiently
Start Umpire	Manages race starts and informs Finish when it is safe to send boats upstream.
Start Marshal	Tell crews where to wait, pair them. On start umpire instruction tell them to proceed to start.
Course Umpires	At points along the course to control the conduct and safety of racing and boats moving upstream.
Finish Umpire	Manages race finishes and tells Out Stage marshals when to send boats upstream.
Hazards (Fixed and Variable)	Bends signed and buoyed. Weir marked by bunting and grab rope.
Competition Environment	Course has river side path access along Boathouse side. River has slight bend blocking sight line of entire course.

### 7.6. Safety boats

Provider of safety boats:	BARC
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Number of safety boats:	1
Are all drivers trained to nationally recognised standards of RYA Level 2 Powerboat:	Yes
Location of safety boats:	Below In stage

## 8. **ACCIDENT AND EMERGENCY PROCEDURES**

### 8.1. **First Aid**

First aid cover will be managed by BARC Member Sarah Young (a fully qualified and accredited First Aider) and services will be provided by similarly fully qualified first aiders situated onsite in radio and mobile contact with Race Control. First Aid boxes are in the clubhouse foyer, gym and specialist burns kit to the right hand side of the bar upstairs.

A defibrillator (Automatic Emergency Defib) is in the wall locker to the right of the main boathouse. Race Control and the First Aiders have the code to access the AED.

Casualties requiring hospital treatment will be taken, normally by 999 services, to Bradford Royal Infirmary, Duckworth Lane, Bradford which is 5 miles from BARC. A Community First Responder and/or ambulance arriving at BARC will be directed by a Club official, from Higher Coach Road to the Club.

**Use What3Words location code; Start.Think.Glance. BARC is NOT easy to find by SatNav.**

### 8.2. **Emergency Action Plans**

In the event of an accident, the Coordinating Umpire receives the message, alerts the medic/first aid and decides the response required i.e. use of safety launches, need for first aid, need for emergency services, and who directs assistance to the access point. Use What3Words Location Code **Start.Think.Glance** to direct 999 crews to the club. The Coordinating Umpire will have radio and telephone communication available. All those with radios will refrain from transmitting unless related to the incident, whether or not the 'Pan-Pan, Pan-Pan' notice has been given.

**ACCIDENTS ON THE WATER** - competitors injured, capsizing or becoming ill whilst rowing. The quickest rescue and access to emergency service is by safety launch. The access point from the road is down the track from Higher Coach Road to the clubhouse and the safety launch can transport competitors to meet the emergency services at the adjacent landing stage.

**ACCIDENTS ON LAND** - Competitors and supporters congregate around the landing stage area and Presidents Lawn in front of the Club house where the control and administration are situated. Radio communication to summon help either from a First Aider or the Emergency Services is available at the umpire locations shown on the plan. Umpires will request assistance through the Co-ordinating Umpire.

**SAFETY LAUNCH** - There will be a launch on the water throughout the regatta. It has a prop guard to protect persons in the water. In the event of the safety launch being withdrawn or involved in an emergency or rescue, all boating and racing will cease until the launch is available and the course is safe to race.

Safety launch crew will follow BARC Launch Safety Rules:

- Wear designated life jackets
- Launch driver to use the kill cord

- One will be a RYA level 2 (or equivalent) powerboat driver.
- Start and warm up engine every 30 minutes
- Launch carries a Rescue Kit containing lifejacket, throw bag, bivvi bags, safety knife, whistle and first aid kit plus an extending boathook.

In addition a loudhailer and radio communication are provided for the launch crew.

The two launch crew will:

- be aware of the details of the safety plan before embarkation.
- remain close to the launch.
- remain in radio contact at all times.
- respond to emergency or rescue situations as required by the Coordinating Umpire and medic/First Aid.
- assist umpires and marshals to clear the course for races to proceed.
- change safety crew cover at pre-arranged times to ensure continuity of safety cover.

### 8.3. Other Safety Duties

- All umpires carry throw bags, loud hailers, bells and flags.
- Pre-boating safety checks are carried out on all boats prior to embarkation by the outstage umpire and marshals. Clubs will present boats that conform to the rules of racing. Bow loaders are not permitted on this course.
- All umpires, marshals and helpers should report any safety incident directly to Race Control. This applies to simple capsizes as well as more serious incidents.
  - Any athlete who has capsized is advised to shower in the clothes they capsized in, undress in the shower and then shower normally to prevent accidental ingestion of any contaminants in the water.
  - Athletes who have capsized are advised there is a risk of stomach upset, and to inform their Doctor if symptoms persist.
- Attendees must not enter the water, which may be contaminated.

### 8.4. Lightning and Thunderstorms

The Race Committee will consult the weather forecasts in the 24hrs before the Regatta and monitor the weather during the regatta.

If there is a likelihood of lightning:

- All officials, marshals and helpers be advised of their responsibilities in suspending racing and ensuring everyone gets to 'proper shelter'.
- Lightning procedure will be advised to crews collecting their numbers.
- Proper shelter' for the regatta is Bradford ARC clubhouse and boathouses, or inside motor vehicles with doors and windows closed. Unsafe shelter includes trees, temporary shelters, umbrellas.
- If thunder is heard, the Coordinating Umpire will advise umpires and officials via their radio system of the strong possibility of activating the procedure to suspend racing and be ready to instruct everybody to go to 'proper shelter'. Race Control will also advise all spectators, competitors and officials via the regatta PA system.
- The Coordinating Umpire will use the "30-30" rule. If the time between seeing the lightning and hearing the thunder is 30 seconds or less then the Coordinating Umpire will implement the procedure to get Competitors, Spectators and Officials to 'proper shelter'.

The procedure:

- Coordinating Umpire will inform umpires and race official and stage marshals via radios that racing is suspended, and all crews must come off the water.
- Race control will inform competitors, spectators and helpers that racing is suspended, and crews are coming off the water

- Race control will advise that “proper shelter” is the club house and boathouses and motor vehicles with roofs and closed doors and windows..
- Stage marshals will clear both landing stages, and ask crews to move their boats clear of the boating area.
- The umpires will turn crews on the water round and ask them to proceed slowly down stream in convoy, stopping them above the outgoing landing stage.
- Crews will be turned in order and paddle into either landing stage, where they and their boat will be assisted quickly off the water by stage marshals
- The Start marshals and umpires will walk down the bank to the club house making sure that anyone associated with rowing and the regatta is urged to go to the regatta designated “proper shelter”.
- The Coordinating Umpire will use the “30-30” rule to decide when racing can re-start.

## **Appendix 1 – Welfare Plan**

BRADFORD AMATEUR ROWING CLUB as organisers of the Bradford Sprint Regatta are committed to the welfare and well-being of all children and young people under 18 as well as vulnerable adults at the event. All persons, regardless of age, gender, sexual orientation, ethnicity, religion or ability have equal rights to safety and protection. All allegations, suggestions of harm and suspicions will be taken seriously and responded to swiftly and appropriately.

A welfare officer will be available at all times during the event to respond to any suspicions/allegations and will be contactable via race officials. The welfare officer will be wearing high viz tabard. The event welfare officer will decide a response at the time and whether to contact the British Rowing safeguarding officer nationally or the police, where appropriate. The club welfare officer is Clare Connolly available at [clareconnolly4@gmail.com](mailto:clareconnolly4@gmail.com).

The crew contact details entered on the BRITISH ROWING entry will be used to contact the adult responsible for any young person or vulnerable adult where an incident is reported. (No individual junior contact numbers will be held by the race committee). It is therefore crucial that there is an up-to-date number for the responsible adult enclosed with the British Rowing entry.

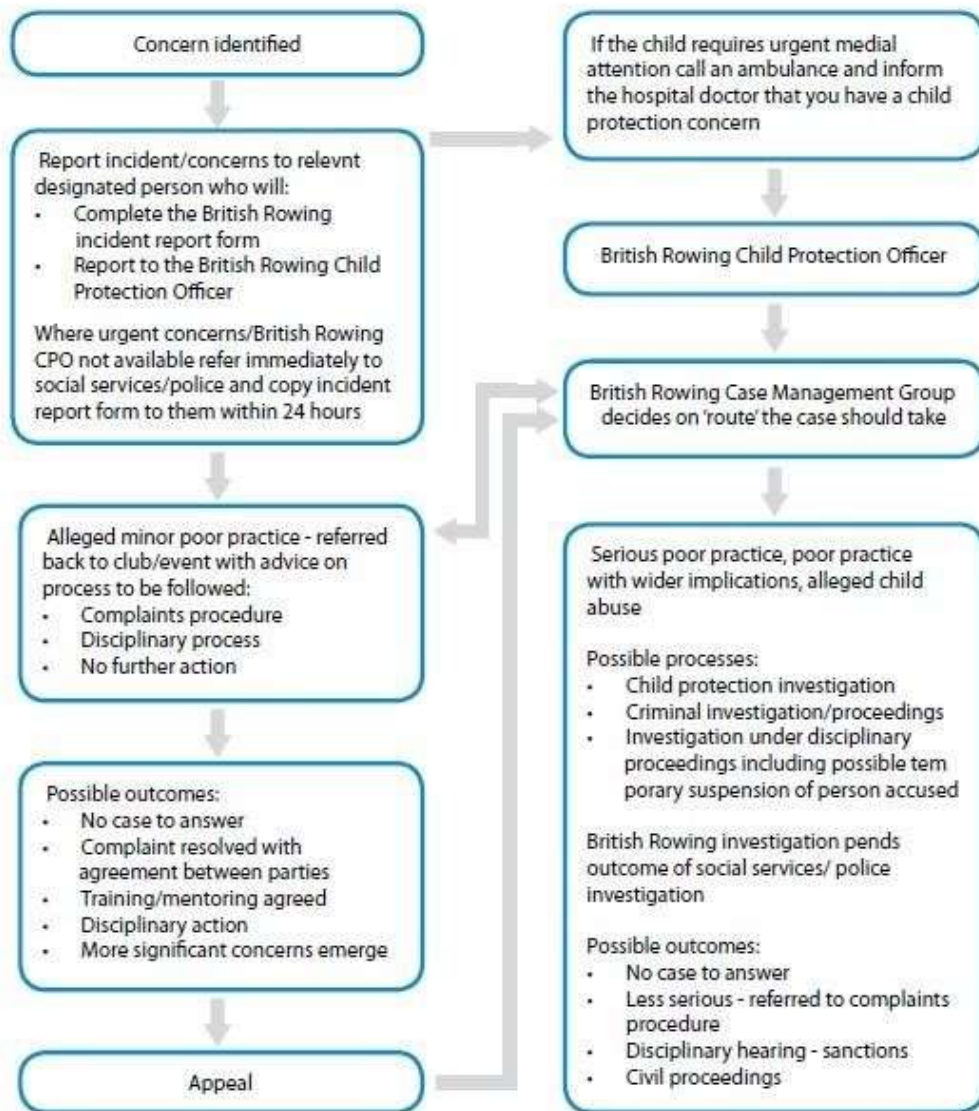
Adults with responsibility for children entered in the event are expected to ensure that boating conditions are suitable for the skills and experience levels of those young people. Adults – coaches and parents – are also reminded of the need for suitable clothing for the event, sun protection included. Crew coaches are further reminded that in rough conditions it is they who must make decisions as to whether their crews can boat or race, particularly where there is a junior cox.

In the event that a participant goes missing for a period exceeding 20 minutes, the Welfare Officer should be contacted and they will contact the police if this has not already been done.

All competitors in the event may be photographed by amateurs, or professionals who sell their photographs, and these photographs may be used for identification or publicity purposes. The Regatta cannot prevent this, as the banks and area surrounding the course are open to the public.

Clare Connolly/ Helen Liddell

## Flowcharts for referral procedure within rowing



AUGUST 2010

## Appendix 2 - Plan B for Bradford Sprint Regatta 2025

Failure	Action	Responsibility
Safety Launch	<ol style="list-style-type: none"> <li>1. If sufficient time allows contact other clubs to see if one can be borrowed.</li> <li>2. If no time advise umpires of unavailability. Umpires to advise capsizes to swim with boat to bank if capable. Consider cancellation of novice events.</li> <li>3. Consider cancellation of whole event if risk of cold water immersion renders capsizes incapable of swimming. Water temperatures in June and September generally within range tolerated for 20m swim with boat to bank with path. All umpires carry throw bags to assist competitors in event of capsize.</li> </ol>	<p>Event organizing committee Chair</p> <p>Event organizing committee Chair/Race committee</p> <p>Race committee</p>
<p>Communications</p> <p>Failure of public address system</p> <p>Failure of radio system</p> <p>Failure of landline system</p>	<p>Use loud hailer</p> <p>Use spare radio system currently used for comms between announcer and stages and shorten course</p> <p>Use mobiles to contact emergency services</p>	<p>Announcer</p> <p>Event organizing committee Chair</p> <p>Event organizing committee Chair/RACE COMMITTEE</p>
Medical and first aid cover	<p>Ensure presence of other known first aiders. Consider cancellation of event if insufficient first aid cover available.</p>	<p>Event organizing committee Chair/Race committee</p>
Umpires	<p>Insufficient umpires in attendance due to unforeseen circumstances</p> <ul style="list-style-type: none"> <li>• Shorten course to use fewer umpires</li> <li>• Have only one umpire at start supported by BARC Marshalls</li> <li>• Reduce umpire cover at Regatta control</li> </ul> <p>Consider cancellation of event if insufficient numbers of umpires available.</p>	<p>Event organizing committee Chair/Race committee</p>

## Appendix 3 – Abandonment Plan

### 1. ABANDONMENT PLAN - DECISION PROCESS FOR CANCELLATION OF THE COMPETITION

Although the events take place in June and September there could be the possibility of river conditions together with adverse winds which could prove dangerous particularly as there is a weir close to the finish line. It is with this in mind that the following system of monitoring and decision making is put into practice in the days leading up to the events.

a) HIGH WATER - The organisers have good local knowledge of the river, which at the regatta location is only 18 miles from source and is predictable over a 24 hour period. The organisers also have knowledge of the river height at which regatta racing would be dangerous and the river height combined with strong wind in the direction of the flow which would be dangerous.

b) SYSTEM FOR DECISION MAKING - The decision as to the suitability of the river for regatta racing will be taken jointly by:

- i. The Regatta Chair and BARC Umpires
- ii The YRUC commissioner
- iii The Regatta Safety Adviser

They will take into account the weather during the week leading up to the regatta : The local weather forecast : The present height of the river and its fluctuations during the week. The decision will be taken no later than 6.00 p.m. on the evening prior to the regatta.

c) COMMUNICATION OF REGATTA CANCELLATION - Competing clubs will be contacted by telephone and email as soon as the decision to cancel has been made. An announcement will be posted at [www.bradfordrowing.co.uk](http://www.bradfordrowing.co.uk).

### 2. LOCAL RULES & INFORMATION FOR CREWS AND COXSWAINS

Bradford ARC hope that you have an enjoyable day's racing and ask your help us in ensuring that ALL crews and scullers are aware of our basic safety organisation and local rules – copies of which will be displayed on the noticeboard by Regatta Control.
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Bradford Regatta is organised by members of Bradford ARC to promote participation and fair competition in the sport of rowing. The event is managed by a local regatta committee and the racing is supervised by a team of national umpires through a Co-ordinating Umpire. A race committee of at least 3 umpires including the Co-ordinating umpire is responsible for the application of rules with respect to racing. The regatta is run under the British Rowing Rules and Rules of Racing and RowSafe with supplementary local rules to enable smooth running and fair management of the event.
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The regatta is particularly keen to adopt a spirit of enjoyable participation and inclusion, especially for juniors new to the sport. With this in mind special arrangements have been instigated for the benefit of new juniors and ultimately for the sport of rowing.
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•	Junior races involving new competitors and those under the age of 16 will be treated with discretion and compassion by umpires and officials.
•	Junior crews under the age of 16 will be deemed to be the responsibility of their coach or teacher-in-charge. Any matters arising which may affect them, other than during racing on the course, will be directed at the responsible person.
•	Crews in the New to Sport Trainer Events are recommended to have a Club member following alongside on the bank to assist them with their steering to ensure fair racing and safety for all concerned.
•	Crews must be able to produce all their British Rowing Membership Cards/Racing Licence, with photograph (physically or electronically), to confirm their points and or age as appropriate.

•	Crews will receive their racing number when payment has been made.
•	Only one race number must be worn by bow/sculler. Crews will not be started unless the correct race number is worn.
•	Each crew will be numbered as in the programme, the first named taking the Boathouse (Port) Station.
•	All coxswains must report to Regatta Control for weighing prior to racing, where a certificate will be issued indicating weight and any dead-weight required.
•	Crews will be "called" to the landing stages prior to their race and will be "boated" by the Control Commission in racing pairs. Crews are asked to assist in this by ensuring that they report with their opponents ready to boat 20 minutes before the scheduled race time.
•	For safety reasons bowloader boats <b>cannot</b> be accommodated and will <b>not be allowed</b> to race. Coxes must not go afloat wearing wellington type boots or Dry Robe type coats.
•	Umpires and marshals will be checking crews for correct racing strip, coxs wearing lifejackets, security of heel restraints, bow balls, rudder lines and general boat security incl. buoyancy, and the coxswains weight / dead-weight certificate.
•	Because of the nature of the course, it is not possible for crews to practice prior to racing. Crews are advised to walk the course to familiarise themselves with the location of buoys and bend etc. Crews are recommended to steer by the mid-course buoys and not the bank.
•	Crews must proceed to the start on the Boathouse (Port) side of the river pulling into the bank and following the umpires' instructions when a race is in progress. Any crew impeding a race WILL BE LIABLE TO DISQUALIFICATION.
•	Please make special note of the boat holding area, where adjustments should be made rather than at the landing stages.
•	Boats should not be taken through the aqueduct above the marshalling area as the water is very shallow.
•	The start will be from a start rope and toggles. The finish line has been sighted parallel to the start line by compass bearing to ensure an equal racing distance for each station.
•	The finish is indicated by the ringing of a bell: <ul style="list-style-type: none"> <li>- One ring Boathouse (Port) station</li> <li>- Two rings Saltaire (Starboard) station</li> </ul>
•	Umpires will use the terms "port" and "starboard" when they are warning crews who are out of their station.
•	All endeavours will be made to cater for doubling. However, crews entered for more than one event are not entitled to claim a rest between races in different events.
•	Any disputes / enquiries with regard to umpiring decisions, should be made directly to the Chairman of the Race Committee through Regatta Control.
•	All other relevant information can be found on the noticeboard by Regatta Control.

•	In the event of a capsize, including simple capsize, athletes are advised to shower in the clothes they capsized in, before undressing and showering normally.
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