



# Bradford Amateur Rowing Club

## BRADFORD AMATEUR ROWING CLUB REGATTA SAFETY PLAN

### 1. INTRODUCTION

The event is organised by Bradford Amateur Rowing Club and takes place over a course of approximately 650m in length on the River Aire, downstream from below Seven Arches to just above Hirst Weir. The start is roped and the finish is in front of the Club house.

Competitors are Juniors, Seniors from novice to IM1 and Masters. The required experience level is low with novice and J12 races taking place. All races are for fine boats.

Local hazards include Hirst Weir which is below the finish. Marshalls on the embarkation stage warn all finishing crews to hold up immediately after the finish line.

### 2. EVENT ORGANISATION

#### 2.1. Event Organising Committee

Organised by:	BARC		
<b>Organising Committee (as a minimum):</b>			
	<b>Name</b>	<b>Contact No</b>	<b>Email</b>
Chairman:	Celia Hickson	07976979287	<a href="mailto:bradfordregatta@gmail.com">bradfordregatta@gmail.com</a>
Captain:	Dominic McClinchey		<a href="mailto:dominic.mcclinchey2@gmail.com">dominic.mcclinchey2@gmail.com</a>
Event Safety Adviser:	Mark Edwards	07773 480215	<a href="mailto:mark@edwardshirstmill.com">mark@edwardshirstmill.com</a>
Event Welfare Officer:	Barbara Edwards	07721978024	<a href="mailto:barbara@e4edwards.com">barbara@e4edwards.com</a>
<b>Race Committee (as a minimum 3 Umpires)</b>			
Chairman of race committee:	Celia Hickson		<a href="mailto:bradfordregatta@gmail.com">bradfordregatta@gmail.com</a>
Coordinating Umpire:	See Rota on noticeboard - Changes throughout the day		
Umpire:	John Austin Davies	07718603137	<a href="mailto:johnaustindavies@gmail.com">johnaustindavies@gmail.com</a>

#### 2.2. Communication

Prior to the event the local Police, Fire, Ambulance and Hospital A&E services are contacted to inform them of the event, and advising them of the location, access points, numbers of competitors and directions to the club house.

In addition the Canals and Rivers Trust North West regional office are contacted to inform them of the date and timings of the regatta. The regatta is publicised on the BARC website and through user forums such as yahoo groups and Facebook pages.

All participant clubs and umpires receive an email which includes directions to the event, a circulation plan for the regatta, safety instructions and notification of safety briefings including expected attendees. These can also be found on the BARC website.

All umpires are briefed before the start of regatta and have hard copies of the safety plan, the circulation plan and emergency contact numbers in case of radio failure.

Details of any safety briefings for participants are sent out via email to all competing clubs and officials.

During the event umpires, launch drivers and outstage marshals communicate using specifically tuned radios. All radios have spare batteries. Instruction on radio use for new volunteers is provided by the Coordinating Umpire at the start of the day. In the event of an emergency radio silence is made using the “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.

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. The telephone number of the Club house is 01274 581359.

#### Other telephone numbers

- Emergency – 999
- Ambulance Bradford Headquarters - 0845 121 2129
- Fire Service Shipley Headquarters – 01274 582629
- Police Headquarters - 101
- Bradford Royal Infirmary – 01274 542200
  - Accident & Emergency Dept - 01274 364012
- Regatta secretary – 07976 979287
- Regional safety Adviser, Howard Holmes. 07968 524149
- 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.

#### 2.3. DOCUMENTATION – attached as appendices

- 2.3.1. Event Risk Assessment
- 2.3.2. Welfare Plan
- 2.3.3. Plan B
- 2.3.4. Abandonment plan, local rules, course and circulation plan

#### 2.4. SAFETY MONITORS

#### Race Marshalls, Monitors and Umpires (RMMU)

**All roadway and car park marshals must wear High Visibility Waistcoats, which will be 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
Embarkation	Make sure boating crews are paired and understand where to wait before umpires move them upstream
Disembarkation	To ensure landing stage is cleared efficiently
Control Commission	To monitor all radio transmissions
Hazards (Fixed and Variable)	Bend signed and buoyed
FOP	Course has river side path access along Boathouse station. River has slight bend.

#### Safety boats

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

### 3. ACCIDENT AND EMERGENCY PROCEDURES

#### **FIRST AID**

- A medical advisor will be appointed to assess first aid cover for the regatta in accordance with the water safety code. Medical cover is provided by BARC members who are general medical practitioners. This cover is provided at the Club house and a defibrillator is available for use.
- First aid cover will be provided by a qualified first aider who will be situated close to BARC Clubhouse and within easy reach of the event Control Centre.
- All accident and emergencies requiring hospital treatment will be taken to Bradford Royal Infirmary, Duckworth Lane, Bradford which is 3.8 miles from BARC a journey in light traffic which takes 12 minutes. The approximate Community First Responder response time is 3 minutes and the ambulance response time is 8 minutes. Any Community First Responder and/or ambulance arriving at BARC will be directed by a Club official from Higher Coach Road to the Club.

#### **EMERGENCY ACTION PLANS**

In the event of an accident the appointed coordinating umpire will receive all requests for and make the decisions as to the level of emergency response required i.e. use of safety launches, need for first aid, need for emergency services, and directing assistance to the access point. The Coordinating umpire will have radio and telephone communication available. All those with radios will refrain from transmitting unless related to the incident during emergencies.

- **ACCIDENTS ON THE WATER** - In the event of competitors being injured, capsizing or becoming ill whilst rowing the quickest way of rescue and access to emergency service is by safety launch. The access point from the road is down the track from Higher Coach Road and the safety launch can transport competitors to meet the emergency services or ambulance at that point.
- **ACCIDENTS ON LAND** - Competitors and supporters congregate around the landing stage area and Presidents Lawn in front of the Club house where the control, administration, results, prize giving, food and drink are situated. Radio communication to summon help either from the 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 containing two crew members at all times during the regatta. 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. All safety crew will follow BARC Launch Safety Rules:

- ✓ Wear designated life jackets
- ✓ Launch driver to use the kill cord
- ✓ One member in each launch will be a RYA level 2 (or equivalent) powerboat driver.
- ✓ Start and warm up engine every 30 minutes
- ✓ Launch carries a British Rowing Launch Rescue Kit containing a lifejacket, a throw bag, thermal blankets, a knife, a whistle and first aid kit

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

Their responsibilities are: -

- To be aware of the details of the safety plan before embarkation
- To remain close to the launch
- To remain in radio contact at all times
- To respond to emergency or rescue situations as necessary
- To assist umpires and marshals as necessary in ensuring that the course is clear for the races to proceed
- To ensure changes in safety crew cover takes place at pre-arranged times to ensure continuity of safety cover

- 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 marshals. The onus is however upon clubs to present boats that conform to the rules of racing.
- 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 should be 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 must be advised that there is a risk of vomiting 36 -48 hrs after the capsize, and to inform their Doctor if it continues.
- Lightening
  - The Regatta Secretary will consult the weather forecasts in the 24hrs before the Regatta and monitor the weather during the regatta.
  - If there is a likely hood of lightning then:
    - All officials, marshals and helpers be advised of their responsibilities in suspending racing and ensuring everyone gets to 'proper shelter'
    - the procedure to be followed will be advised to all crews collecting their numbers.
  - 'proper shelter' for the regatta is defined as Bradford ARC Clubhouse and boathouses
  - In the event of hearing thunder the Regatta Secretary will advise all umpires and officials via their radio system of the strong possibility of activating the procedure to suspend racing and ensure that everybody goes to 'proper shelter'. Race Control will also advise all spectators, competitors and officials via the regatta tannoy system.
  - The Regatta Secretary will use the "30-30" rule in counting the time between seeing the lightening and hearing the thunder. If it is 30 seconds or less then the Regatta Secretary will implement the procedure to get Competitors, Spectators and Officials to 'proper shelter'.
    - The procedure:
      - Regatta Secretary 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 all competitors, spectators and helpers that racing is suspended, and that crews are coming off the water
      - Race control will advise that "proper shelter" is the club house or boathouses.
      - Stage marshals will clear both landing stages, and ask crews to move their boats clear of the boating area.
      - The umpires will turn all 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 Regatta secretary will use the "30-30" rule to decide when racing can re-start.

APPENDIX 2.3.1

Likelihood of harm	Severity of Harm		
	Slight Harm	Moderate Harm	Extreme Harm
Very unlikely	<b>Very low risk</b>	<b>Low risk</b>	<b>Medium risk</b>
Unlikely	<b>Low risk</b>	<b>Medium risk</b>	<b>Medium risk</b>
Likely	<b>Medium risk</b>	<b>High risk</b>	<b>High risk</b>
Very likely	<b>Low risk</b>	<b>High risk</b>	<b>Very high risk</b>

Category of risk	Evaluation of acceptability
<b>Very low risk</b>	Acceptable
<b>Low risk</b>	Risks should be reduced so that they are acceptable – if reasonably practicable to do so
<b>Medium risk</b>	
<b>High risk</b>	
<b>Very high risk</b>	Unacceptable

Risk level	Acceptability; guidance on necessary action and timescale
<b>Very low risk</b>	These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained.
<b>Low risk</b>	No additional controls are required unless they can be implemented easily (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.
<b>Medium risk</b>	Consideration should be given as to whether the risks can be lowered, where applicable, to a tolerable level, and preferably to an acceptable level, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences.
<b>High risk</b>	Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk control measures, until this has been completed. Considerable resources might have to be allocated to additional control measures. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences.

<b>Very high risk</b>	These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to a tolerable or acceptable level. The activity should be halted until risk controls are implemented that reduces the risk so that it is no longer very high. If it is not possible to reduce risk the activity should remain prohibited.
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NOTE: Where the risk is associated with extremely harmful consequences, further assessment is necessary to increase confidence in the actual likelihood of harm.

<b>Risk</b>	<b>Probability V/U/L/VL</b>	<b>Severity S / M / E</b>	<b>Risk Level</b>	<b>Planned Action to Control Risk to an acceptable Level</b>
<b>PRE RACE</b>				
Notification				Safety Plan, Safety Maps, Risk Assessment documents posted in a prominent position in Clubhouse and near registration. All race Safety information posted on Bradford ARC Website and emailed to competitors and umpires.
Communication systems				Tested during the week prior to the event. Tested on the day of the event prior to racing.
Debris and sharp objects causing harm.	Likely	Moderate Harm	Medium Risk	Car parking area, trailer area, lawns, landing stages inspected and cleared of any harmful objects. Any mud cleared from landing stages.
Difficult weather or water conditions	Likely	Extreme Harm	High Risk	During the week prior to the event, regular weather forecast updates and river level monitored. Decision made on the afternoon of the day before the event to restrict events or cancel based on predicted river level and wind and weather forecast.
River debris, branches etc.	Very Likely	Moderate Harm	High Risk	Inspect river and remove floating debris, overhanging branches etc which could be a hazard.
Safety launch working order	Likely	Moderate Harm	Medium Risk	Check condition of launch and engine during week prior to event. Check launch on day of event prior to racing for damage, full inflation, full petrol tank (filled outside).

<b>Risk</b>	<b>Probability VU/U/L/VL</b>	<b>Severity S / M / E</b>	<b>Risk Level</b>	<b>Planned Action to Control Risk to an acceptable Level</b>
<b>WEATHER AND ENVIRONMENTAL CONDITIONS</b>				
Lightning	Very Unlikely	Moderate Harm	Medium Risk	Action plan involving weather warnings and using the 30/30 rule to delay or cancel as advised in the current Row Safe guide. Competitors and supporters advised to shelter in clubhouse or in their vehicles (windows closed).
Wildlife that may cause injury.	Unlikely	Moderate Harm	Medium Risk	Birds to be gently moved on. Bees and Wasp Nests to be cordoned off and/or removed by experts.
Bio Hazards from immersion	Likely	Moderate Harm	High Risk	Advice to remove contaminated clothing and shower with soap. Any cuts to receive first aid treatment and advised to drink large quantities of clean water.
<b>SAFETY LAUNCH</b>				
From Boathouse to water	Likely	Moderate Harm	High Risk	Launch on trolley - tethering rope attached to post to prevent overrun and at least two people to manoeuvre and control trolley down landing stage slope. Use of winch to lower launch from trolley to water.
Safety Requirements for Launch.	Likely	Extreme Harm	High Risk	All Launches to carry necessary safety equipment as per the current Row Safe guide and to be fitted with a prop guard. All drivers and passengers to wear lifejackets / buoyancy aids. Drivers to attach kill cord.
Control of Launch.	Likely	Moderate Harm	High Risk	Only RYA Level 2 qualified drivers to drive the launch.
Removing launch from water	Likely	Moderate Harm	High Risk	Launch trolley with tethering rope attached used to winch launch out of water. Minimum of three people used to pull trolley up landing stage. Use of lifting hooks to ease wheels up one step, one side at a time.
<b>VEHICLES AND TRAILERS IN REGATTA AREA</b>				
Injury from moving Vehicles.	Unlikely	Extreme Harm	Medium Risk	Attendants to wear high visibility tabards. Boat trailers and 'car tops' only allowed in regatta grounds and to be guided by attendants.
Access for emergency vehicles.	Unlikely	Moderate Harm	Medium Risk	Attendants to ensure clear pathway for emergency vehicles when parking trailers and 'car tops'. In the event of an emergency to check no boats are blocking access.

<b>Risk</b>	<b>Probability VU/U/L/VL</b>	<b>Severity S / M / E</b>	<b>Risk Level</b>	<b>Planned Action to Control Risk to an acceptable Level</b>
<b>BOAT EQUIPMENT CHECKS AND EMBARKATION</b>				
Unsafe competitor's equipment.	Likely	Moderate Harm	High Risk	All boats checked as per BR Rules of Racing by Control Commission – trestles provided for competitors to avoid undue strain whilst waiting and being checked.
Capsize during embarkation from Steps.	Likely	Moderate Harm	High Risk	Ensure Boat is held on steps by at least one person. Ensure Oars fitted correctly in Swivels, and Gates locked.
Competitors in the water.	Likely	Moderate Harm	High Risk	Under Row Safe guidance all competitors must be competent swimmers or wear a PFD. Coxswains must wear life jackets that conform to EN standards, and carry CE mark of approval. Bowloader boats are not permitted at the event. Marshals/monitors issued with throw bags. Safety launch positioned strategically along the course.
<b>PROCEEDING TO THE START.</b>				
Collision with crews racing	Unlikely	Moderate Harm	Medium Risk	Course buoyed to take account of boats embarking. Boat holding area provided and buoyed-off. Mid-Point 2 Umpire instructs crews into this area taking account of racing. Visual and radio contact with start. Crews informed of way to proceed to the start.
<b>START AREA</b>				
Capsize/collision at the start marshalling area.	Unlikely	Moderate Harm	Medium Risk	Start Marshals to direct crews and monitor safety. Radio communication to summon assistance from safety launch. Provision of throw bags.
<b>RACING</b>				
Navigating the course	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout with umpires with loud hailers. Course fully buoyed to help crews and signs to remind them of the bend in the course. Extra buoys placed on the bend and at the start to help steering.



<b>Risk</b>	<b>Probability VU/U/L/VL</b>	<b>Severity S / M / E</b>	<b>Risk Level</b>	<b>Planned Action to Control Risk to an acceptable Level</b>
Capsize or injury whilst racing	Likely	Moderate Harm	High Risk	All umpires issued with throw bags and radios to summon the safety launch and medical help. Also issued with a local procedure for assisting crews to reach the bank prior to safety launch arriving.
River debris causing boat damage or capsize.	Likely	Moderate Harm	High Risk	Umpires call safety launch to remove hazard.
<b>RACE FINISH</b>				
Weir close to finish	Unlikely	Moderate Harm	Medium Risk	Finish bell to mark the end of the race. Safety grab rope with bunting attached placed across river at boat level. Landing stage marshals below finish to alert crews.
Collisions/contact between finished crews, and racing crews.	Likely	Slight Harm	Medium Risk	Finish judge and landing stage marshals alert crews who have finished and may be blocking racing crews approaching finish line.
<b>LANDING</b>				
Capsize during landing	Unlikely	Moderate Harm	Medium Risk	Landing stage marshals provide assistance to crews and hold boats.
<b>INJURIES / HEATSTROKE / EXHAUSTION / ASTHMA ATTACKS ETC</b>				
Conditions requiring medical or First Aid treatment	Unlikely	Extreme Harm	Medium Risk	First aider and doctor on site can be summoned by radio from Race Control. Automatic defibrillator available. If emergency services required directions to BARC, including postcode, are in the lobby by the emergency red telephone. Person sent to Coach Road to meet and direct ambulance. Grounds checked to ensure clear access for ambulance.

The above risk assessment allows for additional safety measures to be used if deemed necessary.

## Appendix 2.3.2 – Welfare Policy for competitions

The Organising committee of Bradford Regatta believe that the welfare and wellbeing of all children is paramount. All children, regardless of age, gender, ethnicity, religion or ability have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately.

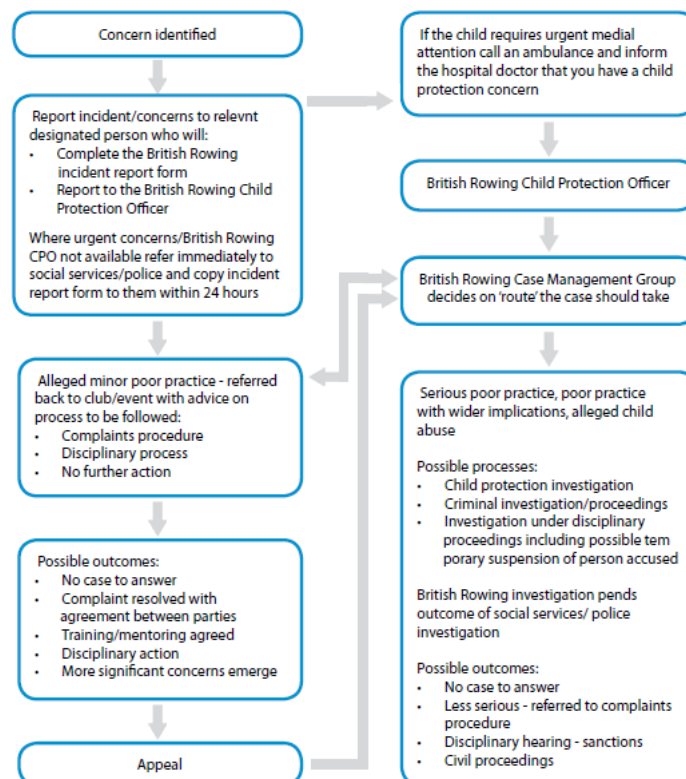
A welfare officer for the competition will be appointed annually and will act as the point of contact for any concerns or allegations. Their contact number will be posted in the boating area throughout the duration of the competition.

The reporting structure for any concerns raised will follow British Rowing WG1.11 – safeguarding and protecting children guidance – Flow chart for referral procedure within rowing – appended. The Welfare Officer will be the first point of contact.

There will be medical provision throughout the regatta. Outside of competition hours Bradford Royal Infirmary can be contacted on 01274 542200 and the Accident & Emergency Department on 01274 364012.



### Flowcharts for referral procedure within rowing



AUGUST 2010

**Appendix 2.3.3**  
**Plan B for Bradford Regatta**

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	Ensure presence of other known first aiders. Consider cancellation of event if insufficient first aid cover available.	Event organizing committee Chair/Race committee
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>	Event organizing committee Chair/Race committee

## APPENDIX 2.3.4

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

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 Secretary
- ii. The Regional Umpires Commissioner
- iii. The Regatta Safety Adviser

They will take into account the weather during the week leading up to the regatta : The weather forecast from the Leeds Meteorological Office : 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 as soon as the decision to cancel has been made. An email will also be sent to all club contacts and the announcement will be put up on the website [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.	
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 with supplementary local rules to enable smooth running and fair management of the event.	
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.	
•	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, 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 cannot be accommodated and will not be allowed to race. Please also ensure that coxes do not go afloat wearing wellington type boots.
•	The Control Commission will be checking crews for correct racing strip, coxswains 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 <b>WILL BE LIABLE TO DISQUALIFICATION.</b>
•	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.

## 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.

