

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

INSTRUCTIONS, RACE RULES AND NOTICES TO CREWS

Described below are the various documents provided to enable competitors to take part in the event and to ensure your safety.

All competitors and coaches should read these instructions carefully: -

- **INSTRUCTIONS, RACE RULES AND NOTICES TO CREWS**
- **PLAN OF COURSE**
- **ACCIDENT PLAN A**
- **ACCIDENT PLAN B**

Please note:

- **WE WILL START ON TIME SO CREWS NEED TO BE MARSHALLED BY 10:20/13:50.**
- **CREWS NOT IN PLACE WILL BE HELD AND WILL START AT THE BACK.**
- **PLEASE ALLOW ENOUGH TIME TO GET TO THE START.**
- **WE WILL NOT ALLOW JUNIORS TO BOAT WITH INSUFFICIENT WARM CLOTHING.**

In case of enquiry you should contact one of the two officials named below: they will try to resolve your difficulty and answer enquiries about the event before the day.

Safety First: Officials will inspect boats to monitor compliance with British Rowing's "RowSafe". Any crew who fails to comply with the requirements specified within "RowSafe" may be disqualified.

We hope that you will enjoy the experience of rowing on this historic part of the River Thames and competing safely in this event.

Email: info@kingstonrc.co.uk

Event Secretary:	Chairman of Race Committee:	Welfare Officer:	Entries Secretary:
Peter King	Charles Worthington	Sarah Searle	Peter King
The Old Stables, Great Codham Hall, Shalford	Email: worthings99@gmail.com	Mob:077721 994724	Email : Kingstonheads@btinternet.com
Essex	Mob:07710 461 355	Sarahsearle56@googlemail.com	
CM7 5HD			
Kingstonheads@btinternet.com			
Tel:			
Mob: 07767 685506			
Tel: 01371 87059			

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

5,200m Downstream
(held under British Rowing Rules)

THE COURSE - HAMPTON COURT GOLDEN GATES TO STEVEN'S AIT, KINGSTON

DIVISION 1 START AT 10:30 HOURS

DIVISION 2 START AT 14.00 HOURS

Summary: Geography / Features/ Administration

The organisers expect that each club, coach or other person responsible for the safety of others and each entrant and official will carefully evaluate stream conditions and not themselves proceed afloat or allow others to do so, unless they are sufficiently experienced, competent and fit to do so safely; will ensure the compliance of those for whose safety they may be responsible and will themselves comply with, the requirements of the British Rowing's RowSafe, including those prescribing the construction and equipping of craft and the wearing of lifejackets by coxswains and others.

N.B The organisers and the Race Committee will monitor stream conditions and decide if there is any need to alter arrangements firstly on Wednesday 6th November before the race and then daily. Notices and updates will be posted on the internet at www.kingstonrc.co.uk.

SAFETY RULE 1: crews/scullers must keep a good lookout at all times.

SAFETY RULE 2: in the event of an accident all crews/scullers involved must stop rowing immediately and retire from the race.

SAFETY RULE 3: the incident must be reported to an official as soon as is practicable.

SAFETY RULE 4: an audible warning will accompany the instruction to stop racing which may
(if race is stopped) also be accompanied by red flags - all crews/scullers must stop racing immediately (easy or stop rowing as soon as it is safe to do so) and

SAFETY RULE 5: keep the centre of the river clear for safety boats.
(if race is stopped)

Every entrant should familiarise themselves with the contents of the documents attached, and any potential hazard including those highlighted in these Crew Instructions, the Race Rules and the Map of the Course attached to them. If in doubt, ask an official on the bank or one of the organisers at the Clubhouse.

A copy of the Safety Plan and the associated Risk Assessment will be available at the Clubhouse. Copies may be obtained prior to the event from the Kingston RC website www.kingstonrc.co.uk

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

COVID SAFETY INSTRUCTIONS FOR CREWS

Please follow government COVID safety advice.

HANDS: wash or sanitise your hands frequently, we will provide sanitiser and there are outdoor taps around KRC clubhouse

FACE: you must wear a face mask whilst around the KRC clubhouse, around the boating area and on the landing stage

SPACE: please keep 2m distance from other people outside your own bubble. Please observe the 1m+ rule at all times.

Stick with your allocated times for boating. Follow one systems, signage and COVID marshalls. Please do not mix and interact with squads from other clubs. Stay with your own club and your own bubble.

The gardens are public area, please respect the space requirements of the general public.

The clubhouse will be closed to competitors unless you need it for First Aid, Race Control or emergency shelter.

There will be outdoor portable toilets provided around the area.

Food and Bar service will be provided outdoors. Please queue with social distancing in mind

RACE INSTRUCTIONS TO CREWS

1. Off-Loading Boats at KRC

You need to get agreement with the organisers to bring a trailer. There is only space for 7 trailers at KRC and 3 at Walbrook. Parking will be on the street. You will be advised where to boat from by the Entries secretary.

Please be careful not to obstruct the road or cause congestion.

2. Rigging of Boats

The hard standing alongside the Boathouse is reserved for K.R.C., T.S.B.C., and K.U.B.C. ONLY. Do not place trestles, boats, or equipment on the towpath or cycle track alongside the river.

Boats may be left on the **grass areas** in Canbury Gardens at crews'/scullers' own risk. Boat racks are not provided; crews/scullers should provide their own trestles.

Please keep off the flower beds. Ensure that pathways or cycle tracks are not obstructed.

2. a Facilities on site

Please note there will be no access to any indoor warmth or shelter for the duration of the event. The clubhouse and bar will be closed to competitors. There will be portable toilets available on site and we will be organising an outdoor bar and food service. But competitors need to be prepared to keep warm for the duration of their time at the event.

3. Div 1: checking-in commences at 07.45hrs; Div 2 at 12.00hrs

ALL competitors must be registered with British Rowing.

You must include the current, valid, up-to-date British Rowing Registration Number for EACH competitor (including coxswains) listed on your entry form. Back numbers provided are to be worn by all single scullers and bow oars - and coxswains where relevant. Adhesive numbers provided are to be shown on each side of the bow coaming. Race numbers should be collected on arrival, from Race Control outside K.R.C.boathouse

RACE NUMBERS MUST BE VISIBLE AT ALL TIMES TO ALL OFFICIALS.

UNMARKED BOATS WILL NOT BE TIMED AND MAY BE WARNED OFF THE COURSE.

4. Boating from KRC

Please follow directions and signage designed to create a COVID safe one way traffic. Please obey instructions from COVID marshals

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

Before proceeding to the Start: All boats may be subject to inspection to ensure compliance with British Rowing's RowSafe. **Allow at least 60 MINUTES to have your boat inspected and get to the Start – longer if there is a head wind.**

To minimise possible congestion on the raft, crews must ensure that blades/sculls are placed ready to hand by the raft, **but not on it**, before attempting to get boated. Crews must boat under the direction of the raft marshals NOT LESS than 30 minutes before the start of their division and must boat in the following order and at the following times.

Please adhere to the boating times outlined below. These are more spaced out than for previous events to allow for social distancing between crews.

DIVISION 1 @ 10.30hrs

Numbers	Time		
1 to 25	08.50	-	09.00
25 to 50	09.00	-	09.15
50 to 75	09.15	-	09.30
75 upwards	09.30	-	09.40

DIVISION 2 @ 14.00hrs

Numbers	Time		
251 to 275	12.20	-	12.35
276 to 300	12.35	-	12.45
301 to 325	12.45	-	13.00
325 upwards	13.00	-	13.15

A similar boating program will apply to crews boating from Walbrook R.C. All boats must be launched bows upstream and crews must clear the raft as quickly as possible.

ADJUST AFLOAT AFTER CLEARING THE RAFT AREA.

Emergencies excepted, crews may not return to the KRC or KGS raft until after finishing the Race.

5. ROWING TO THE START AREA FROM WALBROOK/ KINGSTON ROWING CLUB

Study the course map carefully and note especially Rules Nos. 8 & 9 given below. The river between the Start at Hampton Court and Kingston Rowing Club will be closed to all river traffic **except** competitors between 10.00hrs until 12:00 hrs (1st Div.) and 13.30hrs until 16.00 hrs (2nd Div.) During the period of River Closure these Race Rules will apply to navigation.

At all other times, the current Thames Navigation etc. Byelaws 1993 will apply to all river users.

When paddling to the Start:

- Keep to the right-hand bank – starboard - when rowing upstream and observe any directions given by the Umpires and Marshals.
- At Kingston Railway Bridge: boats should proceed either through the Middlesex arch or through the centre arch, keeping close to the Middlesex side of the arch.
- At Kingston Road Bridge: use the Middlesex (right of centre) navigation arch.
- Continue to row upstream on the Middlesex side.
- At bridges, any craft proceeding downstream will always have right of way.

Note the specific directions for boats returning upstream post-race as stated in paragraph 13.

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

6. ROWING TO THE START AREA FROM MOLESEY LOCK

Before proceeding to the Start: All boats may be subject to inspection to ensure compliance with British Rowing's RowSafe. Allow at least 60 MINUTES to complete a boat inspection and get to the Start. Crews must be clear of Molesey Lock not later than by 10:10 hrs for Div 1 and 13.40hrs for Div 2 (NB Rule 8). After 10:10hrs (13.40hrs), crews may be required to wait at Hampton Court Bridge until after the Start!

7. ROWING TO THE START AREA FROM KINGSTON GRAMMAR SCHOOL BOATHOUSE

Before proceeding to the Start: All boats may be subject to inspection to ensure compliance with RowSafe. Allow at least 60 MINUTES to complete a boat inspection and get to the Start (NB Rule 8).

CREWS NEED TO BE IN THEIR CORRECT POSITIONS AS PER THESE INSTRUCTIONS BY 10.15hrs (13.45hrs) (NB Rules 8 & 9)

CREWS MAY NOT CROSS THE COURSE DURING THE TEN MINUTES PERIOD BEFORE THE START OF, NOR DURING THE RACE (Rule 11) and late departure from the KGS stage will render a crew liable to a Penalty/Disqualification

8. LATE ARRIVAL AT THE MARSHALLING AREA

At Dittons Bend, at 10.15hrs (13.45hrs) crews not already in the marshalling area, will be required to await instruction from the umpire at this point, before proceeding.

9. MARSHALLING AT THE START

All Crews should ARRIVE EARLY and must be marshalled in starting position by 10:20 hrs. & 13.50hrs. Please note with reduced numbers of boats, we will marshal all boats on the Middlesex bank. You will find boat numbers placed on the bank and marshals will guide you.

Crews should marshal as follows, with the lowest numbers proceeding furthest upstream. Boats will be marshalled in lines starting from just below i.e. just downstream of Hampton Court bridge.

1ST DIVISION

CREWS NUMBERED	Nos 1 - 120	MIDDLESEX BANK
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2ND DIVISION

CREWS NUMBERED	251- 330	MIDDLESEX BANK
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Crews should find their place quickly and obey the instructions from the umpires and marshals.

Crews marshalled in place should remain in position and keep close to the bank.

You must not obstruct or impede any scullers or crews who have started racing before them.

NO FIRM PADDLING or PRACTICE STARTS ETC. WILL BE PERMITTED ANYWHERE IN THE RIVER BETWEEN MOLESEY LOCK AND DITTONS BEND.

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

RULES OF THE RACE

10. THE START

At **10:20 hrs (13.50hrs)** all crews should be in their starting positions.

Turning buoys will be placed downstream of Hampton Court Bridge.

At **10:25 hrs (13.55 hrs)** All crews prepare to race.

Crews should be ready to immediately move forward when directed by the marshals. Crews will be started at approximately 15 second intervals.

The Start Marshal will instruct each crew to turn around the buoy and paddle downstream in the centre of the river to the start line.

After turning, crews paddle down towards the start line in numerical order. Leave **3 lengths** between crews. Do not 'easy' again unless told to do so by the start marshal.

As No. 2 crew paddles downstream in the centre of the river to the Start line, No. 3 crew should be ready to follow down and so on, with crews turning under instructions of the marshals.

The Start line will be clearly marked. The START UMPIRE will instruct crews to "GO" first before they cross the Start line thusNo. 1 GO!No. 2 GO! and so on.

Times will be taken from a point some 3 or 4 strokes below the start line.

11. DURING THE RACE

UNLESS DIRECTED BY A MARSHAL CREWS MAY NOT CROSS THE COURSE DURING THE RACE

Crews should keep a good lookout along the entire course for craft proceeding upstream on the Middlesex bank.

At approximately 100 metres above Steven's Ait look out for competitors crossing from the Surrey bank to the Middlesex bank prior to returning upstream.

Unauthorised craft may stray on to the river even though it is closed to the public.

If you observe any incident or accident, inform a Race Official as soon as possible.

Boats being overtaken must give way.

If in doubt, the slower boat must move to stroke side (left) to let the faster boat through.

When passing Raven's Ait all crews must use the Surrey (right hand) channel. A marshal will be stationed here to remind crews.

Move to the Surrey (right) bank well before approaching Raven's AIT.

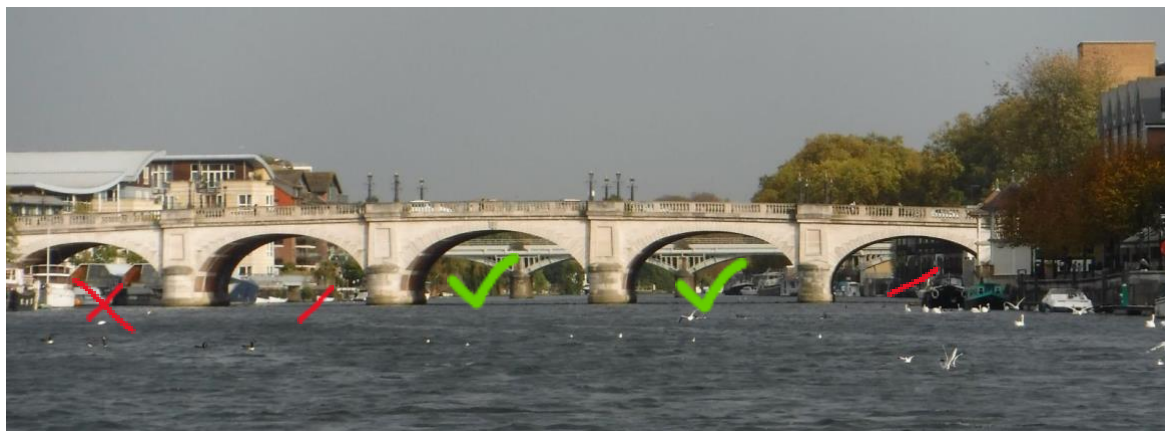
Boats must not overtake when passing Raven's Ait but stay in the centre of the channel.

Boats racing downstream at Kingston Road Bridge can use the CENTRE and ADJACENT SURREY ARCH and at Kingston Railway Bridge must use the CENTRE ARCH ONLY. Boats must not use the arches on the Surrey side of either bridge because these arches will be in use for the passage of those crews returning to their upstream boating points (e.g. Kingston Grammar School and beyond Molesey lock).

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

Use the two arches with the green ticks when racing downstream at Kingston Road Bridge.



Pass through the centre arch of the Rail Bridge ONLY. Crews MUST NOT use the Surrey arch (right hand arch in the picture below) as this arch is being used by returning crews.



Boats must not overtake when passing through Kingston Bridge or Kingston Railway Bridge.

Competitors violating the above rules relating to Raven's Ait and the Kingston Bridges pose a danger to themselves and other river users and will have a time penalty awarded, as well as being liable to disqualification if their actions are deemed to be dangerous.

If you observe any incident or accident, inform a race Official as soon as possible

12. THE FINISH

Will be situated at a point approx. 60 Metres downstream IN THE Middlesex channel from the top of Stevens Eyot, at Kingston.

Soon after passing through Kingston Railway Bridge move Left towards the centre of the river and then move further Left towards the Middlesex Bank well before approaching Stevens Eyot so as to avoid collision with the Island and use only the Middlesex (left) Channel alongside Stevens Eyot to approach the finish.

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

13. AFTER the FINISH

For Safety Reasons:

After passing the Finish DO NOT EASY OR STOP - all crews must continue paddling downstream a further 150 Metres to the Finish Marshal situated past STEVENS EYOT.

Crews wishing to return upstream should observe the following directions:

(a) Crews returning to K.R.C Boathouse:

After finishing continue downstream past STEVENS EYOT before turning (RIGHT) then cross to the Surrey side of the river and return upstream to the K.R.C. raft in the Surrey channel.

When approaching the raft obey the instructions given by marshals directing crews.

Lift your boat clear as quickly as possible and let other returning crews get ashore.

(b) Crews Returning to a Boating Area upstream of Kingston (K.G.S. M.B.C. Hampton, etc.)

After finishing continue downstream past STEVENS EYOT before turning (RIGHT), cross to the Surrey side of the river and proceed upstream avoiding boats landing at the KRC raft.

Crews should then continue to paddle alongside the Surrey (i.e. KRC side) bank and pass through the Surrey arch of the rail bridge.



Continue to paddle upstream on Surrey, passing through the Surrey (i.e. John Lewis) side of the road bridge.



Further upstream of the bridge by the "Gazebo" pub there will be a marshal who will give permission to cross over to the Middlesex bank when it is safe to do so without obstruction to crews in the race. Any crew/sculler who is considered by the marshal to have crossed without permission is liable to a time penalty and/or disqualification from the race, in the discretion of the race committee.

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

KEEP CLEAR OF CREWS RACING DOWNSTREAM AT ALL TIMES.

14. DISQUALIFICATION

Failure to observe these rules may incur penalties which may include the disqualification of the offending crew.

15. RIVER CLOSURE

During the periods 10.00hrs–12:00 hrs AND 13.30hrs – 16:00 hrs the river will be CLOSED except to Competitors taking part in the race and Officials supervising them. These Instructions will apply throughout both periods.

Arrangements to End the River Closure

After the last crew has crossed the Start line and provided it is safe to do so, the umpire following the last competitor in the Race will effectively open the river upstream of that point to general navigation.

16. IMPORTANT NOTES - please read carefully:

A. Results and Presentations

The timings will be calculated and verified at K.R.C. as quickly as possible but this does take time so please be patient. They will be available from a desk situated close to KRC in Canbury Gardens.

B. Road Traffic and Parking Arrangements:

New arrangements are in place for this year. Only 7 trailers will be accommodated at Kingston, and 3 at Walbrook. You will be advised where you can boat from by the entries secretary. Please supply registration number of your vehicle, so we can notify Kingston Council.

Arrangements at Kingston

There is a new barrier situated on Lower Ham Road between Bank Lane and Woodside Road. This means we will be providing parking on the Lower Ham Road. It is recognised that the arrangements are difficult, but the circumstances are beyond our control and the understanding and cooperation of everyone with them will be greatly appreciated

Drivers of trailers should approach KRC at Canbury Gardens from the Richmond Road down Woodside Road. Drivers will be directed by marshalls to turn either right or left onto Lower Ham Road at the end of Woodside Road. Trailers can be unloaded alongside Canbury Gardens or, in the event of congestion, further up Lower Ham Road (in which case boats will have to be carried to Canbury Gardens). Further instructions will be given on site regarding turning trailers (which will have to be done manually) and final parking. This will take into account arrangements for an orderly departure after the race.

Vehicles and trailers will leave up Woodside Road after the race, to reach Richmond Road.

Under no circumstances is Bank Lane to be used.

Parking restrictions do apply in Canbury Gardens, Lower Ham Road, Richmond Road and adjoining streets, and normal parking enforcement processes will be in force.

This a new arrangement. We are only accommodating 7 trailers in total at KRC. So please be sure you have been allocated a trailer space by asking on your club entry. There is now a new barrier situated on Lower Ham Road between Bank lane and Woodside road. This means we will be providing parking on the Lower Ham Road.

Drivers of trailers should approach KRC at Canbury Gardens from the Richmond Road using Lower Ham Road. You will unload the trailer beside Canbury Gardens. Then you will unhook and manually turn the trailer

KINGSTON SMALL BOATS HEAD OF THE RIVER RACE

Saturday 7 November 2020

and park where directed.

Under no circumstances use Bank Lane - a traffic island prevents long vehicles turning. Parking restrictions do apply in Canbury Gardens, Lower Ham Road, Richmond Road and adjoining streets.

Minibuses & Trailers may be stopped **only** whilst loading or unloading.

Police/Parking Attendants will enforce those parking regulations which apply on the day.

Appropriate action will be taken to deal with any illegally parked vehicles.

2020 Covid-19 restrictions

"All visiting clubs boating from Canbury Gardens, (KRC) and Tamesis Sailing Club (Walbrook) will have a designated toilet. You are requested to only use this toilet."

C. Barbecues or other cooking arrangements – Fire Regulations and public safety:

The use of barbecues or cooking appliances etc., is not permitted inside or outside of the KRC Boathouse, nor anywhere on the towpath or in Canbury Gardens.

D. Refunds in the event of cancellation: these will only be paid to competitors whose entry is noted in the published start order for the race.