

**Nephthys Regatta Safety Plan**

**Side by Side Regatta**

**13th and 14th November 2020**

**Introduction**

At the date of submission of these documents, the National Governing Body British Rowing is at Return to Rowing Phase H whereby "inter-club competition in 1x, 2-/+/x, 4x-/+, 4-/+, 8+/x boats from different clubs competing" are permitted. Further, the University of Oxford supports plans for inter-collegiate sporting competitions in the coming Michaelmas term, during which this Regatta will be held. Should the guidance from the University of Oxford change or British Rowing return to Phases A to F, prohibiting the Regatta from taking place, the Regatta be cancelled.

Details of the controls and mitigations in place to make the Regatta COVID-Secure are shown in the Risk Assessment and summarised later in this document. These COVID-Secure plans are based on the thorough guidance provided by British Rowing and OURCs and the OULRC Regatta Officials take responsibility for communicating and encouraging COVID-Secure behaviour in all those attending. While the OULRC Regatta Officials and marshals will take all appropriate precautions to make the event COVID-Secure, risk mitigation within boathouses will be the responsibility of the respective colleges and clubs.

The Nephthys Regatta is an 800m race up-stream, from standing start.  The course will comprise two buoyed lanes. The start will be at Longbridges and the finish the Cox stone.

Racing will start at 1.30pm on Friday and 10am on Saturday and continue to dusk (approximately 4pm).

Two boats will race each other at a time.  Crews should boat well before their race time (recommended boating times dependent on boathouse location are detailed below) and head straight downstream, spinning at Longbridges and awaiting further instruction from a marshal. They must be by this marshal 5 minutes before the start of their race. The race will be run up-stream on the stretch of river between Longbridges and Folly Bridge.  The start will be a line perpendicular to the bank, approximately 100m upstream of Longbridges house.  The finish will be a line perpendicular to the river at the “Cox's stone”, indicated by a semaphore “clacker” board.  The approximate positions of the start and finish will be clearly marked with signs. See figure 1 for a map showing the locations of the start and finish.  Buoys will separate the two racing lanes.  The navigation lane for crews moving up the course will also be marked with buoys.  These buoys will be removed at the end of racing.

The circulation pattern upstream of Christ Church boathouse will be reversed.  At the downstream end of Boathouse Island, crews will be crossed to the towpath side by a marshal and the circulation pattern below this point will be normal, as defined in OURCs’ rules (see figure 1).  Crews moving down river preparing to race will use a buoyed navigation channel on the city side of the river, until Christ Church boathouse, where they will cross**when instructed by a marshal** and continue down the county side until Longbridges.

Any other river traffic wishing to traverse the Regatta reach during a division will be asked to wait at either the Head-of-the-River or Longbridges. They will be allowed to move through the course during a gap in racing, keeping to the **centre** of the river. Competing crews must give way to cruisers whilst warming up and marshalling.

The Regatta will be run by OULRC using the following Officials:

1. **Race Secretary** (Chloe Tubman) - The Race Secretary is the event organiser and has overall responsibility for the safe running of the event, in accordance with the event plan. The event plan does not restrict the Race Secretary from halting racing at any time or from making necessary alterations to ensure the safety of competitors, organisers and members of the public. The Race Secretary, as event organiser, should appoint the Senior Umpire and all Regatta Officials. Regardless of the process of election that occurs within the University of Oxford structure, the Race Secretary may exclude any individual from being a race official, and is expected to manage the officials, removing them from individual tasks if necessary. The Race Secretary shall inform other river groups of the event. The Race Secretary is responsible for coordinating racing and so should direct Regatta Officials; tasking them as needed and as appropriate. The Race Secretary may delegate responsibilities as is appropriate. The Race Secretary consults with the SU about issues and risk mitigation affecting the safe running of the races. The Race Secretary should seek contact details for the EA for the day of the race.

1. **Senior Umpire (SU) (**Tom Stewardson) - Senior Umpire is appointed by the Race Secretary. The Race Secretary ensures that the SU appointed has the necessary skill and experience to conduct their duties. Given the nature of the event, there is no formal qualification appropriate to the task, but the Race Secretary and previous Senior Umpires will ensure that new recruits are fully briefed and trained in the role. The principal duty of the Senior Umpire is to ensure that each race is safe to start, and then to start that race in a safe fashion under the OURCs rules of racing. To this end, the Senior Umpire on duty will conduct river checks as appropriate, using the marshals to report any traffic on the river or any obstruction in the river. The SU will conduct a full river check at least once before each race begins and repeat at their discretion sufficiently to ensure that they are satisfied the river is clear to start the race. The SU will consider the following (below) when starting each race, and will relate it to the nature of Regatta racing and the quality and competence of the crews involved, as far as is reasonably practicable:
* The local stream conditions.
* The local weather conditions.
* Whether the race course is suitably clear of racing traffic, non-racing traffic, debris or any other obstruction.
* Whether the safety launch(es) and first aiders are in a suitable position and ready to respond.
* Whether sufficient marshals are in place and in communication with the SU and race desk, to provide full coverage of the course.

The SU has the full operational responsibility of starting racing, and so will try to start each race in a timely fashion in accordance with the rules of racing, where circumstances and safety allow. Any other party (including but not limited to the Race Secretary, the Environment Agency, and the University) that believes that there is a good reason not to start a race, should be encouraged to inform the SU immediately. The SU may halt racing on the grounds of safety and recommend any mitigating action to the Race Secretary that might allow racing to continue. The first Senior Umpire of the day has responsibility for checking and approving the river as sufficiently safe to open to crews for their warm-up, at a point approximately half an hour before the first race. If at any point in the day the SU considers the river to be unsafe even for warming up crews, s/he will close the river to student traffic and suspend racing.

Before opening the river, the first SU of the day will be satisfied that:

* Sufficient marshals are in place and providing full coverage of the stretch with working two-way radios.
* The stream conditions are sufficiently safe.
* The weather conditions are sufficiently safe.
* First Aid cover is available at the river.
* Any non-racing traffic already on the stretch has been spoken to and is aware of the event and circulation pattern.
* The race secretary and his/her team are ready and happy that the river be opened. In the same manner, the final SU of the day will close the river at the end of racing, will dismiss the marshals (in stages) once they are satisfied that all racing traffic is clear of the relevant areas, and will reopen the river to non-racing circulation.

1. **Incident Coordinator (IC)** (Chloe Tubman)

The IC is to follow the Emergency Action Plan. Responsibilities to include working in close cooperation with the following people:

Injured person (if applicable) - Their welfare, liaising with the Regatta medical staff, Regatta Officials, marshals and other relevant parties (e.g. emergency medical services, family or friends of injured party, taxi) and to gather information that must be included in the incident record and possible legal reports.

Other involved persons such as witnesses and medical staff - Gather additional information that must be included in the incident record and possible legal reports.

Where applicable, to ensure the incident is duly reported to appropriate

bodies/persons such as the Sports Safety Officer (David White), College (if student). British Rowing must also be notified.

**As the Race Secretary is also the Incident Coordinator, there will always be a person at Race Desk able to act as Race Secretary in the event of an incident.**

1. **Marshals** - All marshals are issued with a High Visibility jacket, a two-way radio, klaxon and a copy of the starting order. Marshals in key positions are also given megaphones as appropriate. In order to mitigate risks or COVID transmission, marshals should bring a face covering and their own pen, as stipulated in the Risk Assessment. Marshals will be provided with summary notes of specific duties for their marshalling position where appropriate. All marshals shall be briefed prior to the start of their duties by a Regatta Official. The brief will cover individual duties and safety procedures. Marshals are responsible for ensuring that the race proceeds safely and that all river traffic, including race traffic, is in the right place and aware of where they are going. Before the start of each race the Senior Umpire will ask certain marshals (outlined below) to confirm that the course is clear of any obstructions that may impact racing. Marshals should report to Race Desk if any significant number of pedestrians or bystanders are present, and to request support if appropriate. During the race itself the marshals are observers, ensuring a safe and fair contest, they will also warn any bystanders or members of the public of approaching cyclists, although this duty may be taken by a Bike Marshal if present. In the event of the river being blocked to imminent oncoming crews during racing the marshals will sound their safety klaxons to halt racing and radio for all others to do the same. A race should also be klaxoned in the event that someone has fallen in the water where they may be in danger from racing crews, or if First Aid is immediately required to be transported via safety launch to attend to an incident. Crews hearing a klaxon will stop racing immediately, and listen carefully for further instructions from the marshals, giving way to the safety launches.

Positions and individual duties.

Key: ▼ - Marshal has a Megaphone † - Marshal performs river checks with the SU

1. Head ▼†: Approximately 50m upstream of the finish line. Instructs crews to move upstream to clear the finish line and instructs crews when to spin; Communicates with other river traffic entering the course.

2. Finish ▼†: At the finish (between the upstream end of Boathouse Island and the Cox Stone) Instructs crews to clear the finish line; informs crews that they have completed the race course; informs Race Desk of race results.

3. Boathouses A †: Upstream half of Boathouse Island. Performs checks on each boat to ensure that they conform to BR and EA regulations.

4. Univ †: Outside University College Boat House Performs checks on each boat to ensure that they conform to BR and EA regulations.

5. Boathouses B †: Downstream half of Boathouse Island. Performs checks on each boat to ensure that they conform to BR and EA regulations; monitors river traffic emerging from the Cherwell cut.

6. [optional] Greenbanks †: Approximately mid-way between Univ and Longbridges. Monitors that crews are keeping to the circulation pattern; checks for river traffic emerging from the Cherwell Cut.

7. Longbridges †: Outside Longbridges Boat House. Performs checks on each boat to ensure that they conform to BR and EA regulations.

8. [optional] Start Marshal ▼: Downstream section of the marshalling area. Assists the SU marshalling crews before the start; warns and informs other river traffic of the circulation pattern to prevent obstruction of the course.

9. Crossing Marshal †: Stationed at ChCh boathouse. crosses crews from the Island to head down to the start, and crews returning to Longbridges or below the gut, when safe and on instruction of the SU.

10. Top Gut ▼†: Mouth of the gut. Keeps a record of which boats have passed upstream so as to inform the SU of the progress of crews to the start and of any traffic passing up through the gut.

11.[optional] Bike Marshal: Cycles ahead of each race, provides early warning to bystanders and the general public on the towpath of the upcoming race.

12. Boathouse Island COVID-Safety ▼: Boathouse Island. Ensures 2m social distancing is maintained at all times between athletes and coaches.

13. Towpath COVID-Safety ▼: Towpath between Head and upstream end Boathouse Island. Ensures 2m social distancing is maintained at all times between bank riders and bystanders.

The Race Desk oversees the Marshals and assists the SU. Operational decision on the deployment of additional Marshals will lie with the Regatta Officials and the SU. The Senior Umpire will be situated a short distance below the designated start line. A River Check is the process by which the SU can ascertain whether the river is clear of obstructions. The SU shall call for a River Check by the Marshals (marked †) before each division. The Marshals are instructed to look out for and report boats, swans and floating debris. The race will only be started by the SU when he/she is satisfied that the course is suitably clear of obstructions.

1. **COVID-Safety Advisor** (Agamemnon Crumpton)

The COVID-Safety officer is to ensure that all race officials and competitors adhere to the guidelines issued to ensure the event is COVID-Secure.

These precautions are listed in the Risk Assessment and include: maintaining 2m social distance or wearing masks when this is not possible; ensuring sufficient supplies of hand sanitiser and PPE are supplied where necessary; and that all shared and frequently touched surfaces are wiped down between changes of personnel.

1. **Race Desk** – The Race Desk and Race Secretary will be based at Univ Boat House. Race Desk will oversee the marshals and assists the Senior Umpire. The Race Secretary will be present at Race Desk at all times. However, in the event of an incident, since the Race Secretary is also the Incident Co-ordinator, another person will remain at Race Desk and act as Race Secretary. They can be contacted by mobile phone or by two-way radio.

This plan details the logistics of the event and the precautions taken to ensure smooth and

safe running. Precautions are made based on a “Risk Assessment” document which identifies all possible hazards and resulting risks, highlights the controls in place to reduce the risks and identifies those responsible for ensuring the controls are in place.

**COVID-19**

The Nephthys Regatta Officials have consulted with the University of Oxford Sports Safety Department and OURCs to ensure that all appropriate controls are in place to run a COVID-Secure Regatta. The details of these mitigations can be found in the Risk Assessment and are in line with the British Rowing and OURCs guidelines.

These controls can be summarised as follows:

1. **In case of suspected COVID-19 case** - It is imperative that any Regatta Official, athlete or coach withdraws from the event and self-isolates if symptomatic, have tested positive for COVID-19 within the 10 days prior to competition or have been contacted by test and trace services within the 14 days prior to competition. Records of competitors and contact details will be kept via a GDR-Secure OURCs database for more than 21 days for test and trace purposes. In addition, the Race Secretary will hold contact details for all Regatta Officials for more than 21 days for test and trace purposes. In case of COVID-19 symptoms developing in anyone present at the Regatta, the nearest Regatta Official should be safely informed. This information should be relayed to Race Desk, the Incident Co-ordinator and the COVID-Safety Advisor so safe and discreet isolation of the affected person(s) can be co-ordinated. The appropriate authorities and test and trace services will then be informed.
2. **Boathouses** - While risk mitigation within boathouses is the responsibility of the appropriate colleges and clubs, before and after boating for the regatta, all athletes should maintain 2m social distancing and it is recommended to wear face coverings. All equipment used should be sanitised after use, including blade handles, seats, steering wires, lifejackets and headsets. Accurate records of those present at the boathouse and contact details should be kept for more than 21 days for test and trace purposes.
3. **Crews** - When in the boat, coxes should wear appropriate personal protective equipment (PPE): both a face covering and eye protection in stern-loaded boats; or a face covering in bow-loaded boats. Rowing should be in full crew at all times that it is safe and possible to do so.
4. **Regatta Officials** - All marshals, safety launch operators and Race Desk attendants will maintain 2m social distancing or wear face coverings where this is not possible. All shared equipment and frequently touched surfaces will be sanitised between personnel changes, including klaxons, megaphones, two-way radios and launch surfaces. All Regatta Officials will be asked to bring their own pens and face coverings. Spare PPE and sanitiser will be held at Race Desk.
5. **Spectators** – In order to minimise towpath congestion and maintain social distancing, there should be no spectators at the regatta. All participating clubs will be requested to strongly discourage club and college personnel from attending the river to watch racing. However, all members of the public have a right to use the towpath and OULRC will not impede this in any way. Marshals will be briefed to deter any spectators from stopping on the public towpath and to encourage social distancing but only to do so without risking their own safety.
6. **Social distancing enforcement** - Additional marshals will be stationed on Boathouse Island and on the towpath between Boathouse Island and Head of the River pub to ensure social distancing is maintained among athletes, coaches, Race Officials and bystanders.
7. **Shouting reduction –** Key marshals, including Head, Finish, Start, Top Gut and COVID-Safety marshals, as well as the SU will be issued a megaphone to remove the need for shouting to crews, coaches and other river users.
8. **COVID-Secure draw** – All kit clashes and shared boathouse use should be clearly indicated in writing to the Race Secretary as early as possible at oulsecretary@gmail.com. A COVID-Secure draw will be devised to enhance social distancing between crews, aiming to avoid boathouse and raft congestion, as well as allowing sufficient time for equipment sanitisation between crew changes.
9. **NHS QR code** – An NHS COVID-19 test and trace app QR code will be displayed at Race Desk. Anyone who attends Race Desk will be asked to scan the QR code. Boat clubs are advised to liaise with their respective college’s regarding the display of appropriate QR codes in boathouses.

**Circulation Pattern (**Figure 1**)**

To ensure the safety of all river traffic and the smooth running of the event a strict non-racing circulation pattern will be enforced. Crews moving down river preparing to race will use a buoyed navigation channel on the city side of the river until Christ Church boathouse, where they will **cross when instructed by a marshal** and continue down on the county (towpath) side in the buoyed navigation channel to Longbridges, where they will spin in accordance to OURC’s rules.

**Crews**

**Boating**

1. When boating from rafts on the Boathouse Island:  Crews should boat from the downstream end of Boathouse Island 15 mins prior to their race time (or in cases of congestion at Longbridges, whenever a marshal allows the crew to boat), with their bowball pointing downstream (left).  When putting boats on the water, blades should be kept as far in as possible, so as not to obstruct the navigation channel. They should then cross over when instructed by a marshal, following the circulation pattern shown in figure 1.
2. When boating from the Univ rafts:  Crews may boat from the downstream raft, 10 mins before their race time with the permission of a marshal, with their bowball pointing downstream (right), keeping to the towpath side of the river.
3. When boating from the Longbridges raft:  Crew should boat 5 minutes prior to their race time, with their bowball pointing downstream (right). Crews may boat at any time the river is clear, and must, keep to the towpath side of the river.
4. From Falcon Rowing Club raft and City of Oxford Rowing Club: Crews should boat 10 minutes prior to their race time (or earlier if they want to warm up, regular circulation pattern applies), with their bowball pointing upstream. Crews should row through the gut with at least 5 minutes to go before their race, and await instructions from the Top Gut marshal.

After boating, crews should make their way safely down-stream without obstructing other crews.

**Warming Up**

Do not go race pressure above the gut. It is strongly advised to do the majority of the warm up on land, and only to boat at the recommended times above, in order to avoid congestion. Crews will not be allowed through the gut at all (unless boating from CORC or Falcon, or when queuing for racing to ease congestion)

**The Start**

Pairs of crews marshalled upstream of Longbridges will be instructed by marshals to move up towards the start.  As one race sets off, the following race should be near the start line, ready to move onto the start. Crews listed first in the draw will start on the city side, crews listed second will start on the county side. At the start, crews will be placed on their stations and lined up by the senior umpire with their bows on the start line.  The starting procedure will be as detailed in the BR “Rules of Racing”, section 2.4.4 (found at <https://www.britishrowing.org/wp-content/uploads/2020/09/2020-RoR-corrected-060920.pdf>). The senior umpire will introduce a stagger to make the two stations fair. Once, the two crews are correctly positioned, the senior umpire will call **“Attention”** followed by a distinct pause and then say **“Go”**.

**The Race**

Crews must remain in their own lanes at all times. Attempts to cut the corner of the course, or steer into another lane in any way will result in disqualification.

**The Finish**

The winner of each race will be the crew whose bow crosses the finishing line first, at which point the finish marshal will operate the semaphore “clacker” and report the result to Race Desk. If a cox/coach feels there were events that unfairly affected the outcome of the race, they should inform the finish marshal by either the cox raising their hand as they cross the line, or the coach talking to the marshal. A representative of both crews may be called to Race Desk to discuss the matter further.

Crews should wind down, but not stop rowing, and proceed to the Head-of-the-River spin point.  They should spin when instructed to by the marshals and return down-stream along the transit lane. Any crews wanting to land at Univ after racing MUST ask for permission from Boathouses A marshals before crossing. Any crews landing at Longbridges should follow the circulation pattern of the Regatta.

**Landing**

Crews returning to Boathouse Island should land on the upstream half of the rafts. Crews returning to Univ can cross from the top of the Island **with the permission of a marshal**, to land on the upstream raft. Crews returning to Longbridges can cross at the bottom of the Island**, with the permission of a marshal**. Crews returning to the Isis Boat House, Falcon, or City can cross at the bottom of the island **with the permission of a marshal**, and return to their boat-house using the correct circulation.

**Official Warnings**

Crews that disobey the circulation pattern, instructions from marshals, are late to the prerace marshalling area or are otherwise deemed to be rowing in a dangerous manner will incur an official warning. Two such warnings will lead to automatic disqualification.

**Marshalling**

Crews will race the course in pairs. The start time of each race will be posted in the draw, and it is the crews’ responsibility to ensure that they have spun at Longbridges at least 5 minutes before their race time, where they will pair up for their race. Less experienced crews should make an effort to arrive in the marshalling area earlier than this to prevent any delays. Once paired, crews will be instructed to proceed to the start line, making sure to stay out of the transit lane on the towpath side. Crews must ensure they spin quickly at Longbridges, to avoid the risk of being sucked under the bridges. Crews must spin one at a time at Longbridges in order of arrival, in accordance with OURC’s rules.

**End of Event**

At the end of racing the Regatta Officials should prioritise announcing the results of the day’s racing. These times should be posted on the OULRC website within 24 hours of the end of racing. The Senior Umpire and the Race Secretary will have a short debrief after each event with the aim of promoting the smooth running of future events.

**Other River Traffic**

During the period in which Nephthys Regatta is held, there is little other river traffic, but occasionally other craft may appear in the river. As they approach the course there are warning signs posted, and they are informed of the circulation pattern by the head and start marshals. Marshals at places where cruisers can enter should make them aware of the racing and then forward the information to the SU via radio.

The race is never started if other craft is obstructing the course but in the event of racing crews becoming obstructed by other craft after starting, marshals are to sound their safety klaxons to halt racing and radio for all others to do the same. Craft are asked to proceed through the centre channel in between divisions and pass one another in accordance with the Regulations for Avoidance of Collisions. Crews stick to the sides of the river, but in the event of a crew meeting a cruiser in mutual water, both crew and cruiser obey the aforementioned Regulations.

Craft proceeding along the course may be asked to moor at Longbridges, near the Isis Farmhouse, or near the Finish if a division is about to begin.

**Swans**

During summer events arrangements are made to have the swans on the Isis removed from the river for the duration of the races. This should not be an issue at this time of year as there are generally no swans on the Isis. Following the circulation plan described above, crews will proceed up the course in buoyed navigation channels and racing lanes (Figure 1), ensuring they avoid all obstacles, including wildlife and especially swans.

**Communications**

Two-way radios are used for communication between Race Desk, the marshals and the medical personnel (who also use their own communication equipment).

These are distributed as follows: A minimum of 13 radios for use by the marshals, plus one for each of: the Environment Agency, each Safety Boat, Race Desk, and the Senior Umpire. Call signs are assigned according to position, and are explained at the marshalling briefings.

In additional to radio communications, we have the use of a mobile phone held by Race Desk, the number will be published to competitors at least 1 week before the event, the Iffley lock keeper has a land-line (01865 777277) and the Christ Church Lodge is available if access to the meadow is required (01865 276150).

Enquiries can be dealt with by the Race Secretary via the Race Desk number, or by the Rowing Sabbatical (Bethany Carter) who is available on 07530020521.

**Safety**

**Competitor Safety**

**Event Management**

Please see earlier in this document and refer to the Risk Assessment for details on the COVID-Secure controls in place for the Regatta.

Marshals are all issued with high visibility yellow jackets, radios, klaxons and starting orders. All marshals are from OULRC and will be fully briefed and instructed in the full procedures for the event by the SU. This meeting will be conducted at 12:15 on the Friday, outside Univ. All marshals will qualify as experienced oarsmen or coxes by OURCs standards; in addition, the majority will have acted as stewards or marshals for Torpids and Summer Eights.  All marshals will be given details of the circulation pattern (as detailed) and starting / finishing procedure as well as a list of contact numbers and course of action to take in an emergency (as below).

* Marshals are responsible for ensuring that all race traffic is in the right place and knows where it is going, and to advise other river traffic on navigating the reach.
* Between sets of races, the SU will radio all marshals to confirm the course is clear of non-race traffic. This is done by performing a ‘river check’, where each Marshal in turn form the Head to the Start describes the status of their location briefly. Marshals must notify the SU immediately if non-race traffic enters the course area during times when racing is scheduled.
* During the race itself they are observers ensuring a safe and fair contest.

Please refer to Figure 1 for the Marshals’ positions along the river.

In addition to this, the following members of the race organising team will be present:

1. **Senior Umpire** - they will decide the stagger according to conditions each day and give the starting commands “Attention, Go!” using a megaphone. They may award a row-over to crews whose opponents are late without good reason.  N.B. No false starts will be permitted – crews false-starting will be given an official warning, and may be disqualified at the discretion of the SU.
2. **Safety Launch driver -** transports first-aiders to sites of emergency.  Based at Longbridges boat house.
3. **Race Secretary -** responsible for co-ordinating racing, and responsible for race safety. Located at Race Desk at Longbridges boat house. Also responsible for updating the results board, which will be at race desk.

In addition to this, the EA safety launch (light blue with a flag on the back) may be present on the course. They will be given a radio, and will be in communication with the SU. Marshals are requested not to communicate with this boat unless necessary.

The position of the marshals is shown on a map of the Isis in figure 1. In the event of any collision or obstacle (i.e. non-competition craft failing to respond and on the course) that blocks the racing line to racing crews, or if anybody (competitors or bystanders) falls in the river, attending marshals sound the safety klaxons and radio to all the others to do the same. As crews hear the klaxons they stop racing immediately.

* If someone is ejected from a boat (e.g. a crab), that boat is deemed to have lost.
* If a crew moves into the wrong lane causing an obstruction or collision, that boat is deemed to have lost
* If an obstruction is on the course, or someone not involved in racing falls into the river, the crew in the lead when the klaxon is sounded is deemed to have won.

In any event, once the obstruction is cleared the SU will contact the marshals over the radio, and crews on the course will be asked to move to the Head and spin as normal, remaining in their lanes.

In the event of there being a shortage of marshals the minimum number required for the entire course and spinning areas to be covered by a line of sight is 10. If the number of marshals present drops below this minimum then **there will be no racing**.

**Bank Riders**

All novice coxes MUST have a bank rider. Each crew (senior or novice) is limited to 1 bank rider only.

**Equipment**

Before any crew takes to the water, its boat may be checked by a marshal to ensure that it is safe to race in (as per section 2.3.8 of the BR “Rules of Racing”).  Checks will include life-jackets, bow balls, heel restraints, the integrity of any watertight compartments, coxing licenses and EA license plates. All boats must have Thames registrations of the form ‘COL001’. **It is the responsibility of the competitors to ensure their boats are safe, and any boat failing to meet the standard will be excluded.**

**Stream Conditions**

The race secretary is obliged to contact the Navigation Officer 48 hours before the event in order to discuss predicted water heights, stream flow and weather conditions. The Navigation Officer has the contact details of those manning Race Desk (i.e. race secretaries) and their shifts so that he can contact them if he considers it necessary to take extra precautions.

Under the different flag conditions, the race will be run as follows:

1. Green flag: crews of any experience level can race, and the courses will remain unchanged.
2. Blue flag: No novice coxes will be allowed. The course will be shortened (similar to the ChCh Regatta short course), with the start moving to the downstream end of Boathouse Island. Crews will be expected to spin well before Longbridges, approximately halfway up Greenbanks. The start marshal will assist crews on when they should spin. Note, novice crews may drift a considerable distance whilst spinning under high stream conditions – leave plenty of distance to spin.
3. Amber flag: novice crews may race (if coaches think their crews will be unsafe in the conditions, entry fees will be partially refunded), and no novice coxswains. The race will be shortened, with the start moving to the downstream end of Boathouse Island. Crews will be expected to spin well before Longbridges, approximately halfway up Greenbanks. The start marshal will assist crews on when they should spin. (note, crews may drift a considerable distance whilst spinning under high stream conditions – leave plenty of distance to spin.
4. Red flag: all racing will be cancelled.

**Special Measures for 2017** (These have been reviewed for 2020)

TBD with regard to weather conditions present a week prior to the event and the forecast for the likely future conditions. This will be decided by consultation with, but not limited to, the Senior Umpire, the University Sports Safety Officer (David White) and the Row Sab (Bethany Carter), and will be posted on the OULRC website at least 24 hrs in advance.

**Extreme Cold Weather**

Marshals, race officials, launch drivers are to be briefed to bring warm, waterproof clothing, suitable for cold, wet weather. Coxes are to be briefed to bring warm, waterproof clothing suitable for being on the river in November. Crews are to wear easily removed warm clothing for marshalling before racing.

**Lightning**

In the event of a lightning storm, all racing will cease and competitors instructed to take suitable cover at the first available moment. The fastest way of achieving this might be to complete a division if racing is about to begin. Racing may be continued or cancelled at the discretion of the Senior Umpire in conjunction with the Race Secretary

**High Winds**

In the event that high winds cause difficulty in buoying the course without requiring racing itself to be suspended the committee may decide to either suspend racing or to conduct racing in a processional time trial format in divisions of not more than 12 boats, over the racing course. In the event that a category exceeds the 12 boat limit, the time trial will be done in multiple waves. This will ensure that there will be no non-racing crews on or around the racing course whilst racing is taking place negating the requirement for buoyed lanes. This would also require crews to use S or X status coxswains. Whilst racing, crews should keep to the coxswain’s left to stick to the reverse circulation. Start and finish marshals will need to take down start and finish times to work out the speed of the racing crews.

**Medical Emergency**

**First Aid**

First aid cover for the event will be provided by a minimum of two first aiders. First aiders will be qualified with the HSE approved First Aid at Work or equivalent qualification. First aid cover will have first aid response as their sole responsibility and will have full access to the facilities of race desk, including safety launches, for the purposes of best providing cover or best responding to an emergency. First aiders will be informed through their agents of the nature of the event and have the risk assessment made available to them. All first aiders engaged are done so on the basis of their qualification and professed skill. They are required to hold liability insurance of their own, or through their employer. They are responsible from when the SU declares the river open for racing until the SU has declared the river open for non-racing circulation at the end of the day.

First Aid kits are present in all boathouses and safety launches, however the first aiders’ medical company is responsible for providing all equipment for them.

The designated point to transfer a casualty to an ambulance is at the Riverside Centre off Donnington Bridge (postcode – OX4 4AZ, ///copy.bath.ridge). In case this is not possible, access to Christ Church meadow (///scrap.wiring.mixed) for emergency vehicles is arranged in advance: barriers normally preventing access to Christ Church Meadow are lowered by arrangement. The emergency services will be made aware of the event and access will be communicated to them beforehand. If a casualty who is a member of the University is taken to hospital, an official of the college (chosen under advice from the SU) will be contacted.

**Safety Boats**

Two Safety Launches will be used during the event. The launches are equipped and driven at all times by RYA level 2 qualified personnel. One of the launches will act as a safety boat for the quick transport of the First Aid team and stay docked at Univ, while the other will be used to remove debris from the racing line.  The launches will not be used either to umpire races or to transport bystanders/rowers across the river.  Participants will be advised that there is no ferry. They will be stationed at Univ. They will not carry a first-aider unless needed in the event of an accident.

Launch drivers and any passengers are to wear masks at all times and all frequently touched surfaces are to be wiped down between personnel changes, as stipulated in the Risk Assessment.

**Competitor Safety**

All competitors (rowers and coxes) must have passed a swim-test before they are allowed to compete. You will not be allowed to enter if you are unable to swim, rowers will not be allowed to row in a lifejacket. Furthermore, those competing in the single scull event must have completed a capsize test. All boats will be checked for the following before being allowed on the water: Secure bowball, properly fitted heel restraints, closed buoyancy hatches where fitted, in accordance with the British Rowing “RowSafe” document, and “Rules of Racing” 2-3-8. Coxswains will be briefed on the safety procedure regarding klaxons, and other emergencies, via the “Notes for competitors” document on the OULRC website. Any boat not fulfilling the required safety standards must be made safe as instructed by marshals or swapped for a safe boat, else the crew will be immediately disqualified. Participating clubs will be directed to the online safety plan and Risk Assessment, as well as the circulation patterns in the ‘Notes for competitors’ document. All crews boating after 14:30 will need to have white lights fitted to their stern and bows, and clearly visible from 360º.

**Emergency Access**

The emergency services, in particular the Ambulance service, will be advised that the Emergency Access points is Riverside Centre (by Donnington Bridge). The Riverside Centre contact number to call is 01865328454.

Access to Christ Church Meadows for Boathouse Island incidents, off St Aldates just south of the college entrance. Permission should, and will be, requested from Christ Church College prior to the event. The Lodge will need to be contacted for the barriers to the Meadows to be raised, they can be contacted on 01865 276150.

**Bystander Safety**

Due to the low number of bystanders at this type of event, the handling of spectator safety will rest with the Marshals. All members of the public have a right to use the towpath as a public right-of-way and OULRC will not impede this in any way. Marshals will be briefed to report to the SU and Race Desk if they believe that the safety of members of the public may be compromised, particularly in event of a build-up of spectators along the towpath. If for some reason a member of the public ends up in the water and is in imminent danger, the nearest marshal is to be made aware immediately and the klaxon is to be sounded to bring racing to an immediate halt.

In the event of a serious incident, the Emergency Action Plan is to be followed.

Notices about the Regatta will be placed at entry points on the Isis for the benefit of water and towpath users. Further signs warning about cyclists will be placed along the towpath.

ALL TOWPATH USERS, IN PARTICULAR BANK RIDERS, NEED TO BE AWARE OF THEIR SURROUNDING ENVIRONMENT.

Numbers of cyclists accompanying races will be strictly controlled. Cyclists must not interfere with the public enjoyment of the public right of way. Refer to Cyclists section for further information on bank riders.

In the event of unsafe or disruptive behaviour by spectators, Marshals will report to the Race Desk, who may postpone the start of a division or contact the Police as appropriate.

First aid will be provided on the towpath side, and may be carried by the safety launch in emergency. First Aid personnel will not be prevented from attending to members of the public.  The safety launch will not be used to take people from one side of the river to the other. Participants will be advised that there is no ferry.

To ensure the event remains COVID-Secure, all participating clubs will be requested to strongly discourage club and college personnel from attending the river to watch racing.

**Cyclists**

One coach only shall be permitted to accompany each racing crew, with sanctions being applied to clubs that disobey this rule. All bikes used by Bank Riders should be suitably equipped with bells and also lights. Bank riders will also be advised that they should not undertake any filming whilst cycling.

Marshals shall be responsible for reporting unsafe behaviour of accompanying cyclists. Captains will be made aware that they are responsible for the conduct of their coaches. Dangerous, thoughtless or imprudent behaviour by cyclists will lead to the crew they are accompanying being punished with start delay penalties or, most likely, disqualification. Cyclists should make sure that their bikes are in good repair, particularly their brakes. Cyclists must give way to pedestrians and are solely responsible for any accidents they cause.

Occasional permission may be granted for an additional cyclist to accompany a crew by a

Regatta Official or the SU – for example to assist in the training of a novice cox.

**Terrorism/Unlawful Actions Involving Firearms, Knives, Bomb Threat**

Firearms/Knives Incidents – All parties should **run** away, warning others, and **hide** from individual(s) who may be using firearms/knives against other people. Nobody should confront the persons carrying out such acts. Once hidden, turn radios/phones to silent and safe to do so, **call**999. If it is not possible to hide, keep heading away. Incident Coordinator to be made aware asap.

Bomb Threats (whether suspicious object found or threat received via text, phone or social media). Nobody should touch or move object. Move to at least 100m away and behind solid material if possible. Don’t use mobile phones or radios near to object.

Implement Emergency Action Plan. Incident Controller to be sole point of contact with Police and Security Services.

Lockdown/Invacuation – Secure building including all external doors and windows. Noone to leave building until to do so by Police or Security Services. Implement Emergency Action Plan, including informing Incident Controller who should be sole point of contact with EMS unless another person in the building(s) affected by any lockdown.

**Alcohol**

Unlike Summer Eights or Torpids, there is not a tradition and history of drinking at this type of event as it is predominantly a training event.

Marshals will be stationed around the boathouses to keep bystanders away from the river and manage any seemingly dangerous behaviour.  Clubs who are deemed to be acting dangerously can be disqualified.

By no means will marshals or any race officials (including the First Aid cover) be allowed to consume alcohol. Excepting casualties, no one under the influence of alcohol will be allowed on the safety launch.

**Event Details**

**Entries**

The Regatta will be open to multiple categories of boats\*:

1. Men’s open coxed eights,
2. Women’s open coxed eights.
3. Men’s Novice coxed eights.
4. Women’s novice coxed eights.
5. Men’s lightweight coxed fours
6. Women’s lightweight coxed fours.
7. Men’s senior coxed fours.
8. Women’s senior coxed fours.
9. Men’s/Women’s open single sculls.

\* Small boat categories may be scratched depending on entries.

All crews except those entered in lightweight events shall represent a single Club and consist entirely of members of that Club. Members of College Boat Clubs are classified under section 1.1 of the OURCS “General Rules of Racing” (found at <http://www.ourcs.org.uk/rules/a>).

The novice categories are restricted to crews containing rowers that have never competed in a rowing event.  Entries will close at 18:00 on Monday, 9th November. Payment is due on the 11th Nov at 23:59, with the scratch deadline being also the 11th Nov 23:59

OULRC and OUWLRC are keen to encourage lightweight rowing throughout the university, and are therefore running the men’s and women’s lightweight fours cuppers events. Crews may enter as a composite of two college boat clubs. Lightweight crews will be asked to ‘weigh-in’ at 12:00pm on Friday, using a set of scales at Race Desk (Univ) or at Christ Church Boat House on Boathouse Island. Individual crew maximum weight is 75 kg for men, or 62 kg for women. There is no requirement for an average crew weight.

**Prizes**

All race winners will receive an engraved medal and we are using a Victor Ludorum system, with a trophy for the overall winner. We are using the scoring system as follows:

* Winning a regular race (Heats + QF) = 1 points
* Winning a semi-final = 2 points
* Winning the final = 3

The college with the highest **overall** score over all categories will win the trophy (which we will engrave). See Figure 2.

**Figure 1.**

  

 **Figure 2.**

