



Christmas Head - 5 December 2020 Competitor Instructions

This document covers:

1. Entries
2. Pre-Race and boating
3. Marshalling
4. Racing
5. Prizes
6. COVID-19 Protocols
7. Safety
8. Contacts
9. Course Map
10. Emergency Access points
11. QR Code for Participants

1. Entries

Entries are invited from clubs that normally boat on the Cam between Jesus Lock and Green Dragon Bridge. "Off Cam" crews may only enter by prior and special agreement from the Events Secretary.

Events will be held for each boat class across **Open**, **Women's** and **Mixed** categories and in: **8+**, **8x+**, **4-**, **4+**, **4x**, **4x+**, **2-**, **2x**, **1x**

- **CRA events** will be banded as follows:
 - **Championship** – any crew containing at least one member (excluding the coxswain) has competed at a national regatta event (in any country) such as HRR, HWR, BR Senior and Junior Championships, Wallingford Regatta, Nottingham Regatta, Metropolitan Regatta, Marlow Regatta in the last three seasons (ie from September 2017)
 - **Club** – any crew where at least one member (excluding the coxswain) started rowing prior to January 2019. Crews must not contain any member who has competed at a national regatta event in the last three seasons (see above)
 - **Novice** – any crew where all the members of the crew had not started rowing prior to January 2019 **or** where no member of the crew has won a British Rowing or CRA regatta or head race.
 - **Masters** – Categories from Masters A to G as defined by British Rowing
 - **Juniors** – Categories from J13 to J18 as defined by British Rowing
- **Student events** will be banded as follows:
 - **Bumps Division 1 Crews** – Any crew containing at least one member (excluding the coxswain) who has rowed in Division 1 of the Lent or May Bumps
 - **Bumps Division 2 Crews** - Any crew containing at least one member (excluding the coxswain) who has rowed in Division 2 of the Lent Bumps or May Bumps. Crews must not contain any members (excluding the coxswain) who have rowed in Division 1 of the Lent or May Bumps
 - **Lower Boats** – Any crew that does not contain any members (excluding the coxswain) who have rowed in Division 1 or 2 of the Lent or May Bumps

Where an event has a small number of entries, the organising committee may band events together. This may include grouping CRA and Student events.

Division times are as follows:

- Division 1: 10:00am
- Division 2: 12:15pm
- Division 3: 14:30pm

Divisions have been spaced out to allow for additional boat cleaning due to COVID-19 especially where boats are being shared between divisions.

Crews may express a preference for a division and to avoid a division when entering. The organising committee will try to accommodate preferences where possible. However, each division will have numbers limited due to ensure social distancing when marshalling and safety during the event. Any crew boat sharing **must** include the shell name on the entry form.

Entries are to be made online at <https://www.droplet.events/christmas-head>. **Entries close at 10pm on Sunday 29 November.**

Race fees are £12 per seat excluding the cox. Fees will be collected using Droplet. Any crew that has not paid its entry fee before the event will not be allowed to race.

In the event that the race is cancelled or needs to be reduced in size due to government restrictions refunds will be given.

2. Pre-Race and Boating

A WhatsApp group will be set up based on the mobile phone numbers given at the time crews are entered. This will be used to communicate any on-the-day changes or safety/COVID-19 alerts. Changes will also be communicated by race marshals on the bank.

Race numbers will be delivered in an envelope to the main boathouse of each club by 8:30 on Saturday 5 December. Numbers will be boards that fit into boat Empacher slots. **At the end of racing each club must return numbers to the City of Cambridge boathouse where there will be a "post box" for numbers. Any number not returned will incur a £5 charge to cover the cost of replacement.**

Each club should follow their normal procedure for boating from their boathouse to ensure social distancing. There will be a CCRC marshal to ensure controlled and safe boating for crews boating from the hard outside the Old CRA, 99's and City boathouses.

Crews in Divisions 2 and 3 that boat early will not be allowed downstream of Green Dragon Bridge until the previous division has completed racing.

Aside from a coaches or junior crew bank party, we would ask that crews do not have supporters accompanying them on the riverbank.

Each club participating in the event should appoint an individual to do spot checks on equipment (as per RowSafe guidelines and to ensure that "fancy dress" is safe and will not hinder athletes from getting clear of the boat in the event of a capsize.

3. Marshalling

All crews must be in the marshalling area 20 minutes before the start of their division. Crews should row past the A14 bridge before spinning and returning to their marshalling position. All crews will marshal on the towpath side of the river. Numbered boards will indicate the marshalling positions of crews.

Once in position **crews must not leave their boat** and walk up and down the towpath. This is in order to maintain social distancing.

4. Racing

Crews overtaking have priority on the racing line (i.e. the inside line on any corner). Any crew impeding another during an overtaking manoeuvre will be awarded a time penalty. Claims of impedance must be reported to the finish immediately after the division.

For the last 100m of the race we are setting up a cable-cam which will stream footage of crews as they approach the finish line. Streaming will be delivered over Facebook Live on the club's Facebook page.

Once crossing the finish line crews should continue to row until they are past Green Dragon Bridge. They should then continue to their boathouse and follow their club's COVID-19 procedures for landing.

Competitors and coaches are reminded of the need for courtesy to other river users, including walkers and anglers and to respect the river's wildlife.

Timing will be by RowClock with back-up paper timing. In the past some crews have queried times on the basis of in-boat timing apps such as Strava and Rowing In Motion. Having tested these we have found that that times from the apps can vary by as much as 5 seconds from people in the same boat. Such timings will therefore not be considered in any appeal.

Time penalties may be awarded for any crews not following the event instructions or acting in an unsporting manner.

5. Prizes

Prizes will be given for:

- Senior categories with 3 or more entries
- Junior categories with 2 or more entries
- The best fancy dress
- The best line around Ditton Corner

Winning crews will be announced on Facebook Live on the club's Facebook page.

The Events Secretary will publish on the event WhatsApp group individual time windows when a representative(s) from each club winning an event can collect their prizes. Collections will be from the boat bay at the City of Cambridge boathouse.

6. COVID-19 Protocols

As all crews will be boating from their own boathouse, they should have no reason to come into contact with other race participants. Nonetheless, it is the responsibility of everyone to follow Government and British Rowing Guidelines with regard to COVID-19. We therefore require that **each participating club designates a COVID-19 officer** who will be responsible for the following protocols.

Reducing infection risk

On the day of the event **each competitor, coach or bank party must carry out a health assessment**. Competitors, coaches and bank parties should not attend the event if they:

- shows signs of COVID-19, or
- have had a positive test for COVID-19 within the last 14 days, or
- are in a household where someone either shows symptoms of COVID-19 or has had a positive test for COVID-19

If someone develops symptoms on the day, they and their household members should leave the event immediately and inform their club COVID-19 Officer and the Event COVID-19 Officer via phone.

Ensuring social distancing

To ensure social distancing the “guiding principle” for competitors is one of “self-sufficiency” i.e. requiring minimum external intervention / assistance in conduct of their activities on race day. It is therefore very important that crews and coaches check equipment thoroughly and that crews are clear about the instructions in this document.

Clubs should use their normal procedures to ensure social distancing on the hard when crews boat and land. Once on the river crews should remain socially distanced from other competitors. **Crews should not leave the boat unless it is necessary for safety reasons**. If a competitor, coach or bank party should need assistance from another crew or a race official then this should be reported to the Event COVID-19 Officer.

Track and trace

To assist track and trace, **each Club’s COVID-19 Officer should keep for 31 days a list of all participating athletes, coaches and bank parties**.

A **QR code for the event has been created** which all competitors, coaches and bank parties should use. See section 11 of this document.

7. Safety

Competitors' Responsibilities

City of Cambridge Rowing Club personnel will endeavour at all times to ensure a safe event, but all competitors must follow marshals' instructions and be alert at all times to the safety of themselves and others.

All competing Clubs have the responsibility to ensure that their crews and scullers abide by the Row Safe: A Guide to Good Practice in Rowing. In particular, all Clubs must ensure that:

- Inexperienced crews have experienced coxswains.
- Coaches of novice/junior crews evaluate the ability of these crews and consider whether they require an individual bank party on a bicycle, carrying a throw-bag, to escort them before, during and after the race. All junior 15s & under in small boats **MUST** have a bank party on a bicycle, carrying a throw-bag.
- Competitors are aware of the BR Row Safe Code, the Event Safety Information and Competitor's Guidance and have been instructed in capsized drill.
- Competitors are competent to take part in the event without putting other people at risk.
- Competitors are responsible for proceeding safely at all times, especially to the start and after the finish.

The Row Safe guide is available at <https://www.britishrowing.org/about-us/policies-guidance/rowsafe/>

Equipment

It is the responsibility of each crew to ensure that the equipment they are using is safe and compliant with the requirements of the BR Rules of Racing and Row Safe: A Guide to Good Practice in Rowing. Given COVID-19, the event organisers will not be able to make spot checks on boat safety. As such **each Club must task an individual to check bow ball, heel quick-release mechanisms, rudder lines and coxes' lifejackets** prior to the event. Coxes arriving at the start without a suitable lifejacket or buoyancy aid will be disqualified. Any boat deemed unsafe will be disqualified and asked to return to its boat house with its crew.

Swimming Ability

Every competitor is expected to be in good health and must be able to swim a minimum of 100 metres in their kit. The river is relatively narrow and shallow in most places, and there is good access from the bank along the extent of the race course, however all crews should make due allowance for the stream and for points of the river which have increased depth or where navigation is more difficult.

Juniors

Coaches of novice/junior crews must evaluate the ability of these crews and consider whether they require an individual bank party on a bicycle to escort them before, during and after the race. **All junior 15s & under in small boats MUST have a bank party on a bicycle.**

Accidents

If you see an accident, give appropriate assistance if required. A marshal will take action or alert the rescue services by radio or phone as necessary. The whole course is visible to marshals, and there will be marshals with throw lines along the course. In the event of capsized please stay with your boat, check for the safety of all members of your crew and await assistance from marshals.

Insurance

All crews must have adequate third party insurance.

Health Information

Competitors are reminded that the Cam water is likely to contain the Leptospirosis (Weil's Disease) bacterium other sources of harmful and infectious diseases. Ensure pre-existing cuts, blisters etc. are covered with a suitable waterproof dressing before going afloat. Cuts, blisters etc. sustained during the race should be thoroughly washed immediately upon return to the boathouse. Should you be unlucky enough to fall in, please ensure you shower at the earliest possible opportunity. It is recommended that water bottles (including those with a "sports top") are placed in a waterproof plastic bag, rather than loose in the bottom of the boat, to reduce the risk of contact with unclean river water.

8. Contacts

Race Control	Top Finish on Stourbridge Common
Events Secretary	Seb Walker – 07789 917763
Safety Officer and COVID-19 Officer	Julie Hogg – 07710 257691
Welfare Officer	Tom Watt – 07900 160766
Marshals	Individuals will be based along the course (identified by their yellow tabards). All with access to throw lines/radios/thermal blankets/megaphones/mobile phones/PPE
Emergency Aid	St John's Ambulance
Hospital	Accident and Emergency at Addenbrooke's Hospital, Hill's Road, Cambridge, CB2 0QQ Tel: 01223 217118
Emergency	Fire, Police, Ambulance. Tel: 999



10. Emergency Access Points

GPS/Postcode information - see detailed map below

All GPS positions in Degrees East and North. In general the tow path is not suitable for rapid vehicle access.

A. City of Cambridge Rowing Club Boat House, Kimberley Road. CB4 1JH
E: 0.12958; N: 52.21164

B. Churchill College Boat House & Leys School Boat House only, Logan's Way. CB4 1EQ
E: 0.14009; N: 52.21190

C. Vehicle access to western (nearest to Cambridge) tow path (code locked, vehicular access); Also coordinates for Penny Ferry (formerly Pike & Eel Public House) CB4 1PA
E: 0.15052; N: 52.21885

D. Vehicle tow path access near rail way bridge. Gated, code locked (code available from control), vehicular access to tow path near railway crossing over river Cam. Pedestrian access.
E: 0.15523; N: 52.22034

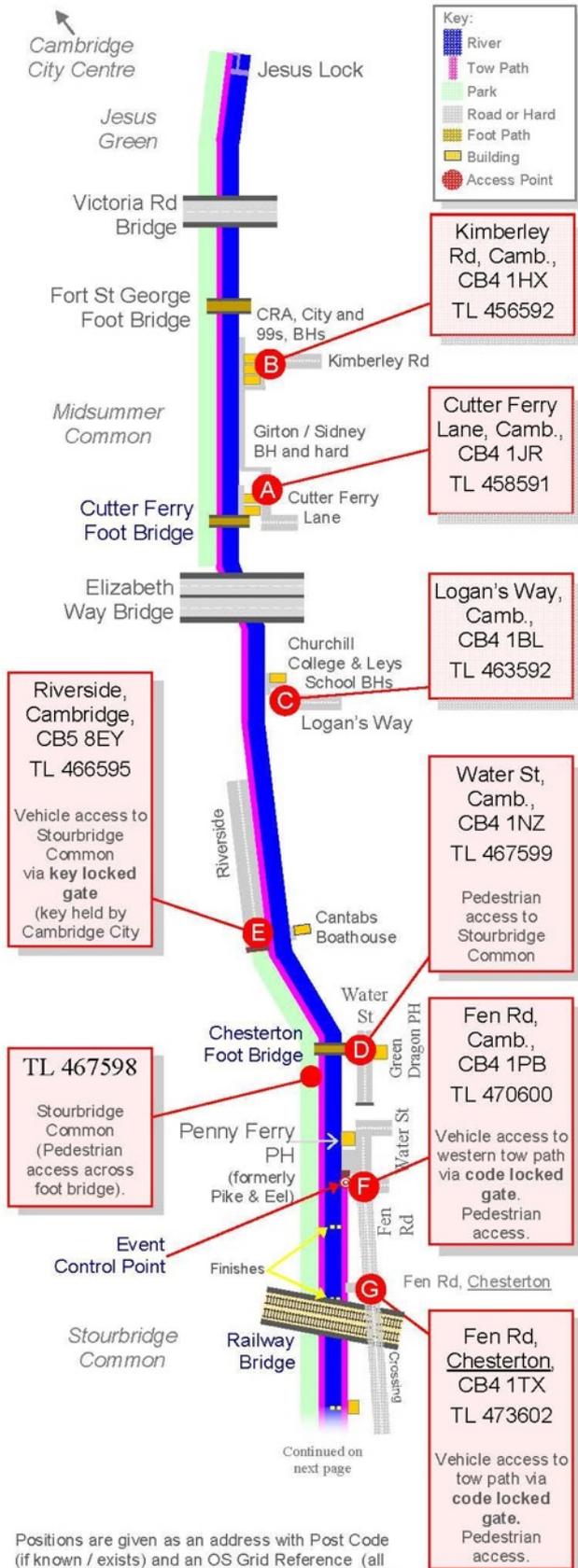
E. Car park at Towpath for access to Baite's Bite lock & weir, (code locked) (code available from control) eastern section of Tow path and start point. CB24 6AF Car Park
E: 0.17803; N: 52.23757

F. Vehicle access to Ditton Corner (south, non-tow path side) at end of Long Reach., near Ditton CB5 8ST
E: 0.16779; N: 52.22271

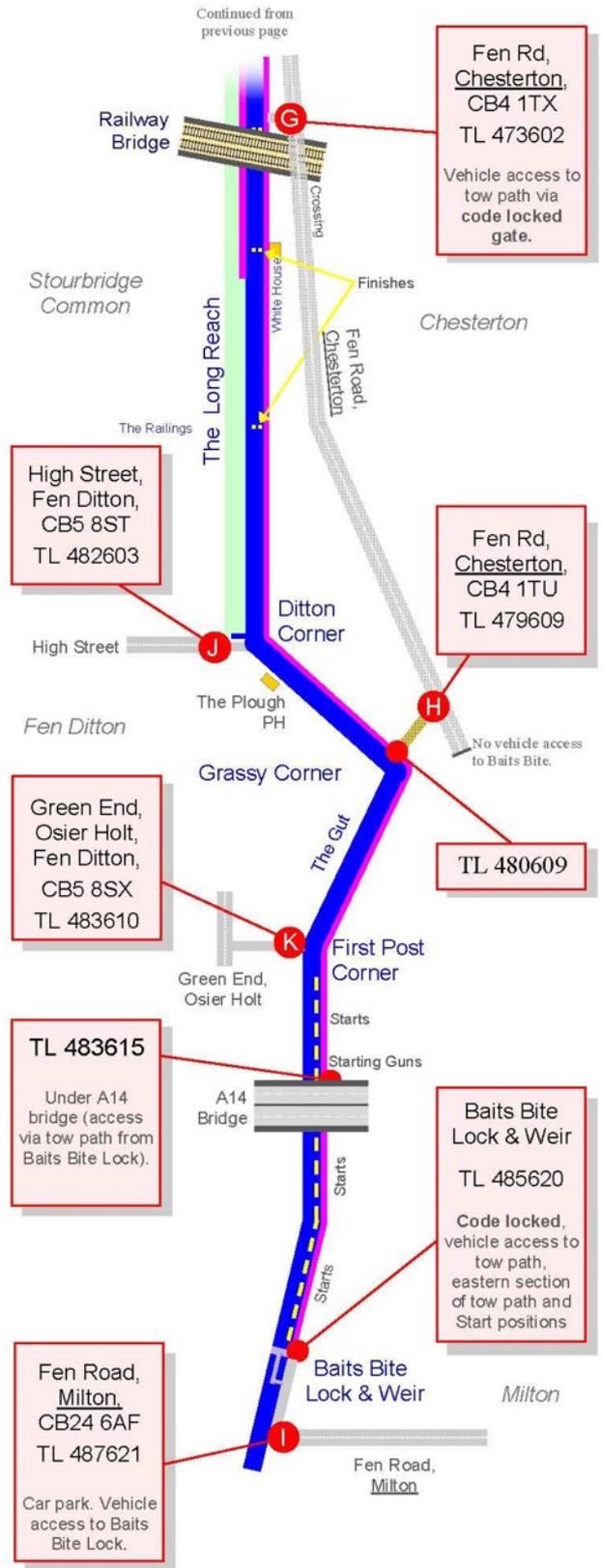
G. Vehicle access to First post corner (east, non-towpath side) north of Fen Ditton
E: 0.17068; N: 52.22795

Bumps River Cam Emergency Access Points

Revised 21 June 2012



Positions are given as an address with Post Code (if known / exists) and an OS Grid Reference (all beginning TL). Relative distances are approximately correct but the river shape is simplified.



Unless otherwise noted, keys and codes are available from the River Manager. Written permission is required under the Conservators' byelaws for vehicles to use the towpath, with the exception of the emergency services. In general the tow path is not suitable for rapid vehicle access.



Test and Trace

LET'S HELP STOP THE SPREAD OF CORONAVIRUS



Scan this QR code with your
NHS COVID-19 App to check-in



City of Cambridge RC Christmas Head

City Of Cambridge Rowing Club, Boat House, Kimberley Road, CB4 1HJ

**DOWNLOAD THE
NHS COVID-19 APP**

