

Kingston Small Boats Head

Saturday 5 November 2016

Division One at 10.30 Hours : Division Two at 14.00 Hours

Instructions to Umpires and Marshalls

Thank you for agreeing to officiate at this year's KSBH. The safe running of this very popular event depends to a large extent on your diligence and I would ask that you spend a few minutes in advance of the Head carefully reading these instructions and the accompanying paperwork.

A. Safety

1. The primary concern of the umpires and marshalls has to be the safety of competitors. No other duty should take priority over this.
2. All coxswains **must** wear an approved buoyancy aid.
3. All officials in boats, as well as their drivers, **must** wear an approved lifejacket/buoyancy aid.
4. All umpires and marshalls will be equipped with a radio. Umpires, marshalls and safety boats will all be on the same communication channel – **CHANNEL 8 or 16** (ie the most extreme clockwise setting on your handset). Only use your radio when strictly necessary, and always keep messages as short as possible as stated in the Communications Guidance.
5. In the event of an accident the crews involved are instructed to **cease rowing immediately**. Please assist in moving the crews across into the side of the river, as soon as possible.
6. The attention of all officials is drawn to the three documents - Safety Plans 'A' and 'B' and the course map – which please read and familiarise yourself with. Any accident, whenever it occurs, should immediately be reported, by radio (or by mobile phone).
7. If as an umpire you need to stop the race, give an audible instruction to the crews to **“Stop Rowing”**. When this has been done move them into the bank as soon as it is safe to do so, this will leave the centre of the river clear for any rescue craft that might be required.
8. **First Aid and Safety Facilities.** First Aid facilities with an ambulance will be provided by St John's Ambulance. The ambulance will be stationed on the towpath downstream of Ravens Ait and therefore will be able if necessary to receive a casualty from the safety boat promptly. There will also be a SJA first aid team in attendance at KRC. In addition there are four fully equipped rescue boats with Lifesaving equipment and radio communications. These will be stationed in the Start Area, above Ravens Ait, between the bridges and at the finish area. There is a radio link down the course to KRC. Rescue boats are directed only by RACE CONTROL based at KRC. If necessary, Race Control will dispatch a rescue boat to take charge of a rescue or to attend an incident.

9. **River Closure.** The river will be closed to all traffic from 10:00 to 12:00 hours and from 13:00 to 15:30 hours. However, not all river users will be aware of this, and some may choose to ignore it. Please be on constant look-out for traffic on or near the course. You should (if need be) courteously point out to unauthorised craft that they risk prosecution by the Environment Agency.
10. **Abandonment.** Any decision to abandon the racing of a Division will be that of the Chief Umpire, after consultation with other officials as necessary. Once a race is abandoned, crews racing must stop and only proceed past any incident or through rough water under the supervision of race officials. Crews still in the Marshalling Area at the Start should be turned by marshals, starting at the downstream end of the Area. Crews wishing to return to boathouses above Molesey Lock should be held until the river is clear. The abandonment procedure in the Marshalling Area will be under the overall control of the Umpire in charge of the Start area, and all marshals should defer to that Umpire. In the event of abandonment there must be Strict Radio Silence, apart from priority communications with the Chief Umpire, or the Umpire at the Start.

B. Marshalling

1. Crews coming down from Molesey Lock must be clear of and below Hampton Court Bridge for Division 1 by **10.10 am** and for Division 2 by **1.40 pm**. Any crews not clear of the bridge by these times should be held until the end of the Division or, if safe, allowed to join in an appropriate space.
2. Crews coming upstream from the Kingston area should stay close to the Middlesex Bank. They should be upstream of Ravens Ait by **10 am** for Division 1 and must be upstream of Dittons Bend by **10.15 am**. For Division 2 crews should be upstream of Ravens Ait by **1.30 pm** and must be upstream of Dittons Bend by **1.45 pm**. A marker buoy will be placed at this bend and an umpire will have instructions **to stop latecomers entering the marshalling area after this time**. Crews who are not upstream of this point will be held here until the race has started, when they will be allowed to proceed upstream.
3. Crews must be in their marshalling positions **10 minutes** before the start of their division (**Division 1; 10.20 am, Division 2; 1.50 pm**).

For Division 1, Boats with odd Nos 1-201 will wait on the **Middlesex** bank starting from just downstream of Hampton Court bridge. **Boats with even Nos 2-200** will wait on the **Surrey** bank starting from just downstream of Hampton Court bridge. **Boats with nos. 202 onwards** should wait on the **Middlesex** bank.

For Division 2, Boats with odd Nos 251-451 will wait on the **Middlesex** bank starting from just downstream of Hampton Court bridge. **Boats with even Nos 250-450** will wait on the **Surrey** bank starting from just downstream of Hampton Court bridge. **Boats with nos 452 onwards** should wait on the **Middlesex** bank.

All crews head upstream with the lowest numbers furthest upstream, ie closer to Hampton Court bridge. Numbers on the bank will show approximate positions for crews.

4. Turning buoys will be placed downstream of Hampton Court Bridge. For **Division 1** Crew odd Nos 1-201 and those numbered 202 upwards will wait inside the **Middlesex** buoy whilst all other Crews will wait inside the **Surrey** buoy. For **Division 2**, Crew odd Nos. 251-451 and those numbered 452 upwards will wait inside the **Middlesex** buoy whilst all other Crews will wait inside the **Surrey** buoy.

The Middlesex buoy will be approximately three lengths upstream of the Surrey buoy.

5. Crews must not engaged in 'warm up' rowing in the marshalling area, and may not cross the river after **10.20 am** for **Division 1** or after **1.50 pm** for **Division 2** anywhere on the course.

C. The Race

1. **Division 1**, the race will start at **10.30 am prompt**; **Division 2**, at **2.00 pm prompt**, without reference to absentees (rule 2-4-1c).
2. Crews should overtake if possible on the right hand side of the course (Surrey). Crews being overtaken must give way, preferably by moving to strokeside (Middlesex) and must not impede the overtaking crew.
3. Crews **must not overtake** whilst passing Ravens Ait, or going through the Bridges. Failure to observe this instruction may lead to **disqualification**.
4. All crews must pass on the Surrey (right hand) side of Ravens Ait, and should steer through the centre arch of each of the Bridges. Again failure to observe those instructions may lead to **disqualification**.
5. Umpires acting as Race Monitors will be stationed at intervals along the course. The Chief Umpire is Richard Stanhope and he will be at Kingston Rowing Club for at least 45 minutes after the last crew has finished in each division.

D. General

Please report to the Chief Umpire (Richard Stanhope) at K.R.C. by 9 am if officiating Division 1, and by 12.30 pm for Division 2, at which times briefings will take place.

Traffic in Kingston is always extremely heavy on a Saturday so please leave yourself plenty of time. Parking can be a problem. To reach your umpiring station it may help to have a bike – please bring your own if possible. Alternatively, you may reach your station by boat, so please bring a lifejacket if you have one.

After the race, please check in with the Chief Umpire even if you have nothing to report.

Finally, you are invited to the Club after each division of the race to enjoy some complimentary light refreshments courtesy of KSBH.

Thank you again for your help and let's hope we get fine weather and have a trouble-free day.

Tel Nos.

Richard Stanhope (Chief Umpire) 07530 711859 (mobile)

Safety and Race Control (Stephen Drury) 07768 634756

St Johns Ambulance (Joe O Shea) 07921 495803