

Marshalling Instructions – South Yorkshire Head

Landing Stage Marshals (4)

- Instruct crews boating at DRC to boat – lowest number first. All crews to have left DRC 20 minutes before start of division.
- Direct crews to empty spaces on landing and help crews as necessary
- Any boats not boating in time may be awarded time penalties – record any late crews or those not following instructions
- Instruct crews returning to landing stage

Landing stage marshals in place 1 hour before the start of the division and then again to help crews returning to the landing stage.

Start Marshals (3)

- Organise competing crews in the marshalling area in accordance with the marshalling plan.
- Send crews on to the start.
- Must be in position 45 minutes before the start of the division.
- Collect equipment from DRC Boathouse office one hour before start of division.

Start timing team

- Starter (1)
- Announce the competing crew to the starter and say 'GO'.
- Lead Start Marshal (from above 3)
- Holds crews back and sends to start with suitable gaps.
- Start timing (2)
- Time the crews through the start using the tablet computers.
- Actually very easy and full training will be given.
- Do not allow racing to start until umpires report that the course is clear; safety boat confirm they are on station; and finish timing is ready.
- Start Stopwatch & Assistants (2)
- Back up timing using stop watches and record order of crews across the start.

Start timing team must be in position 15 minutes before the start of the division. Meet timing team at DRC Boathouse 45 minutes before the start of the division.

Umpires/Race Monitors (6)

(British Rowing qualified umpires only can fill positions noted as umpire, Monitors should preferably be umpires under training or umpires)

- Umpire at start
- Check that all crews are at start and in order prior to start.
- Record late crews for possible time penalties
- Check starter and timing team are ready prior to start
- Check course is clear and finish team are in position (or will be ready in time for finish) prior to start
- Confirm start ready with Race Co-ordinator and confirm to team that start can proceed
- Monitor start and start straight during start, note any discrepancies in start order, time between crews, clashes, etc.

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- Monitor Newton Lane during race (and any other bank monitors along course)
- Warn crews if about to collide with bank (but do not steer – use “Crew xx - Take a Look” or “ Stop”) or clash with other crews.
- Warn slower crews to allow room for overtaking if not doing so and record as an incident (“Crew number warned”)
- Record any incidents and boat numbers involved

- Doncaster Rowing Club Umpire (Co-ordinating)
- Monitor boating and record any incidents or discrepancies seen
- Ensure all crews have boated 20 minutes before start of division – if necessary prevent any other crews from boating later than this.
- Check with start that all boats are in position to start and starter and timing team are ready.
- Check that finish team are in position.
- Check that all umpires / monitors are in position and that course is clear to start
- Give start umpire permission to start race
- Monitor boathouse straight during race, warning crews as appropriate. Record any incidents as Newton Lane monitor above.
- Monitor boat landing after race and record any crew comments or complaints if made
- Collect any records of incidents made during the race by other umpires / monitors and manage any hearings required
- Communicate with and report to the Race Committee Chairman as necessary

- Railway Bridge Umpire
- Confirm with Co-ordinating Umpire when course is clear and on any potential disruption to racing
- Watch racing from from railway bridge from boathouse bend through towards finish. Warn crews if necessary. Note any crews not following warnings for possible time penalties.
- Monitor crews returning to boathouse and note any discrepancies

All umpires need to be in position 25 minutes before the start of the division. Collect equipment from City Boathouse office 30 minutes before the start of the division.

Finish timing team

- Finisher (1)
- Shout to let crews know they have finished

- Finish timing (2) Time the crews through the finish using the tablet computers. Finish Stopwatch & Assistants (2)
- Back up timing using stop watches and record order of crews across the finish
- Give advance warning to the finish timing team of the crew numbers of boats approaching the finish

- Finish marshals (3)
- Tell crews to wind down and keep moving above the finish. Hold crews wishing to return downstream after the race above finish until racing is completed.
- Control crews returning to boathouse to minimise delay in getting crews off the water

Finish timing team must be in position 15 minutes before the start of the division. Meet timing team at DRC Boathouse 45 minutes before the start of the division.

Safety Boat and Marshalling boat

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- Safety Boat drivers (4)
- Drive and man safety boats. One boat will position below Elvet Bridge (Ferens Walk) and one above (New Elvet Bridge) during the race. Safety boat drivers must have experience.
- Safety boats must also help with marshalling at the start.

- Safety Boat crew (4)
- Second man/woman to accompany safety boat driver.

Safety boats must be in position 45 minutes before the start of the division until the last boat has finished. Meet at DRC Boathouse one hour before each division to collect lifejacket.

- Marshalling Boat (1 driver, 1 crew)
- Help marshal the crews into order at start, assist starter in getting crews started in order and with correct (approx. 10 seconds) between boats), follow the last crew up the course to the railway bridge and assist in managing boats returning to boathouse.

- **Miscellaneous Marshals and others**

Car Park attendant to be in position from 7.00 a.m. until 9.30am.

- Car Park Attendant (6)
- Organise trailer parking
- Organise car parking and direct cars as required

- Control Commission (2)
- Check the safety of boats particularly bowball, heel restraints, buoyancy covers, coxes lifejackets
- Check crews are adequately dressed for conditions
- Record details, refer failures to umpire

- Control (2)
- Run event and give out numbers etc., weigh coxes, check entry fees paid, do substitutions, collect numbers.
- Monitor radio traffic throughout the day and respond to requests from officials as appropriate.

- Number collectors (2)
- Collect plastic number from boats as they come off the water

- Equipment Manager (ideally same person all day)
- Distribute equipment to marshals prior to the division, collect in after the division and reset ready for the next division

- Lead Results Person
- Use computer programme to calculate results between divisions