

## WALTON & WEYBRIDGE REGATTA

### Instructions to Umpires and Officials

#### The Start:

**Start Marshal (Red – channel 1):** You will be at the end of the upstream jetty of Walton Marina and will be responsible for positioning crews in race order and on the correct station. Crews arriving above the start should be directed to turn around the regatta warning board and await your further instructions. Please note that crews are advised in their written instructions that they can paddle above Walton Bridge, but they do so at their own risk as this is beyond the jurisdiction and safety cover of the regatta. You should liaise with the Starter's Launch to call crews forward to the start.

#### **Start Team:**

There are three officials in the Starter's Launch, these comprising at least two qualified umpires with the third either being a qualified umpire or a trainee umpire. The jobs of Starter, Launch Marshal and Start Timekeeper can be rotated. The dinghy at the start is at the disposal of the Start Team for moving personnel and collecting race updates. By working as a team with knowledge of each other's responsibilities, it should allow one of the team to be free for collecting race updates from the bank or to take a natural break (the nearest toilets are upstream at Cowey Sale or downstream in The Anglers).

#### **Launch Marshal (Red – channel 1):**

Your job is to call crews down to the start, these being passed to you from the upstream Start Marshal. You should aim to have one pair of race competitors positioned waiting just above the launch having passed the crews for the previous race to the Starter for final positioning onto the stakeboats.

#### **Starter/Umpire 1 (White – channel 2):**

Liaise with the Launch Marshal to let him/her know when you would like crews to come down past the launch to position themselves onto the stakeboats. You should start races in the normal manner and you will also be the umpire for the first short section of the race before handing over to Umpire 2 stationed on the pier just upstream of Anglers Wharf. Make sure that Umpire 2 is ready to receive a race before you start it. If you become aware of an incident you should not start any races until Race Control have authorized that racing may continue. Please check the course is clear of wildfowl before starting a race. The Start and Launch Marshals may draw your attention to infringements during marshalling or to late arrivals and you should deal with crews robustly, using Official Warnings at your discretion, whilst also being aware that many crews are young juniors who may need some sympathetic guidance.

#### **Start Timekeeper (Blue – channel 3):**

Once the Starter takes control of crews on the stakeboats you will need to be ready to perform the timing function. During the Starters 'call-over' prior to starting a race, you are to use your radio to alert the finish timers, stating which race is about to start. As the Starter starts the race, hold the transmit button open so that the Starter's "GO" can be heard 'live' by the finish timer, who then starts a stopwatch; however, you should immediately echo the word "GO" into the radio to ensure it is clearly heard.

**Umpire 2 (White – channel 2):** You will be stationed on the Environment Agency Pier just upstream of Anglers Wharf. The Regatta has exclusive use of the pier so any spectators or boats attempting to use it can be told to move off. Let Race Control know of any difficulties. You will be handed races soon after the start from the Starter/Umpire 1 and will have jurisdiction until handing over to Umpire 3. When not umpiring races please pay attention to crews in the navigation channel and to general river traffic, particularly any coming out from the Surrey jetties just below The Anglers.

**Umpire 3 (White – channel 2):** You will be stationed in the tower close to Thames Valley Skiff Club where you will be handed races from Umpire 2 and, in turn, will hand them to the Umpire 4. When not umpiring races, please pay attention to crews in the navigation channel and to general river traffic, particularly any coming out from the Surrey jetties just below The Anglers.

**Race Control (tent at the finish):**

**Umpire 4/ Co-ordinating Umpire (White – channel 2):**

You will be stationed in the finishing tent on Miskins' Wharf. You will receive races from Umpire 3 and have jurisdiction until the race crosses the finish line. In order to issue audible warnings, you have a microphone with which your voice is projected to crews through a speaker stationed further up the course pointing back towards the finish. You should signal verbally to the Chief Judge if the race finishing is "in order" or carry out any necessary investigation (e.g. hearing a protest) before instructing the Chief Judge on the race result for declaration. (Please note Rules of Racing 2-7-1 that as Co-ordinating Umpire you represent the full team of umpires, but any change of view has to come from the umpire in whose jurisdiction the situation occurred.)

If, after a protest, a crew continues to object to a decision or if a protest is made well after crews have finished a race, the matter should be dealt with by the Chair of the Race Committee. Please watch crews as they move beyond the finish line and warn of any potential collision with crews going afloat. When not umpiring races, please pay attention to crews in the navigation channel.

**Chief Judge:** You are to ring a bell or sound a horn as the first crew crosses the line and give the verdict, consulting with the Judge as necessary. The judges shall acknowledge the verbal signal from the Co-ordinating Umpire and take cognisance of any instructions concerning the result. Once the Co-ordinating Umpire's approval has been given, the judges shall declare the result. **The Judge** is to complete a 'Results Slip' for every race, removing full sheets from the folder and passing them to the results recorder.

**Finish Timekeeper(s) (Blue – channel 3):** On hearing the bell/horn you should stop the stopwatch for that race and record the time, relaying the time verbally to the Judge once a declaration has been made so that the time is recorded on the 'Results Slip'. You should have three stopwatches to cater for more than one race being on the course at any time.

**Chair of the Race Committee (White – channel 2):** The commencement of racing, the control of safety launches, suspension and re-starting after an incident, and the handling of any protests not dealt with by the Co-ordinating Umpire are your responsibility.

**Regatta Control (Red – channel 1):** (in Walton Rowing Club): Officials will be organised by the Head of the Control Commission (Head CC), Andrew Ruddle, to whom you should report. One official will be nominated to help with duties at the desk and an umpire will be nominated to be on the raft for safety checks of boats, but the Head CC may re-direct tasking if he sees fit in order to carry out the functions listed in Section 2 of the Instructions to Competitors. Regatta Control should assist with the progress of the regatta by ensuring that programme alterations, e.g. due to crews scratching, are passed to Race Control.

**Raft Marshal (Red – channel 1):** You are to ensure safe practice in the boating area, particularly on the landing stage. Crews are instructed to boat at least 20 minutes before their race and you should check off crews against the Race Order to ensure that crews adhere to this instruction, advising Head CC and Race Control if crews are significantly late or do not turn up. Please take particular care to tell crews when it is safe to push off from the landing stage so that collisions do not occur with crews finishing a race. Crews finishing a race must continue to paddle downstream past the landing stage before turning and coming in pointing upstream.

**Safety Launches (White – channel 2):** You should be on station 30 minutes before racing starts, one launch actively patrolling in the navigation channel between the start and The Anglers and one between The Anglers and the finish.

**Radios:** There are 3 radio channels:

- the regatta network (**Red – channel 1**) is for marshalling, race updates and general use;
- the Umpires network (**White – channel 2**) is be used for handing over races between umpires, giving details of warnings and to summon the assistance of a Safety Launch;
- the timing network (**Blue – channel 3**) is exclusive to the timekeepers.

When reporting an incident, the following radio protocol shall be used:

- **“Safety, Safety”**;
- Provide description, e.g. **“Capsized sculler”**;
- Provide location, e.g. **“in front of Umpire 3”**, **“at the finish”**, **“next to The Anglers”**;
- Provide status, either **“Stable”** – sculler conscious and with boat, or **“Urgent assistance required”** – sculler in distress/ unconscious/ not surfaced;
- Keep the message brief and precise; update Race Control as the situation progresses.

**Umpires.** A few general points:

- The points at which races are handed over are a matter of judgment depending on the conduct of each race.
- When warning crews we recommend the term “XXXXXX, move to Middlesex/Surrey” or “XXXXXX move towards/away from the towpath”.
- There are large numbers of swans on the Walton Reach, particularly close to The Anglers. Many have been released back to the wild after recovering and recuperating at a local sanctuary. We go to considerable lengths to keep the swans out of harm’s way, but inevitably, some will get onto the course. Crews and officials must take all reasonable steps to avoid any collisions with wildfowl and must report collisions if they occur.
- If you are relieved ‘in post’, please pass any equipment on to your successor. Please do not leave any equipment on station during the lunch break. At the end of the racing please return all equipment to Race Control.

**Commentator.** Regular mention of individual race sponsors, as listed in the programme, would be appreciated.