



PCRC HAPPY CHRISTMAS HEAD – 19 DEC 20

Private Match – By Invitation Only

EMBANKMENT – SITE OPERATING PROCEDURES

Introduction. This document should be read in conjunction with the General Information and Safety Instructions, Operations Risk Assessment and COVID-19 Risk Assessment for the PCRC Happy Christmas Head (HCH).

PCRC is running this invitation only private match to test local procedures for head racing during the COVID-19 pandemic. If the private match operates safely and successfully, the intention is to follow it with larger scale affiliated competitions.

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Section 1 – COVID-19

PCRC HCH is run under the conditions of British Rowing's latest general guidance [here](#) and specific [Returning to Rowing](#) document. PCRC and the competition also follow the NHS guidance [here](#), along with any local authority and / or Environment Agency restrictions and guidance that may be in place.

No crews will be invited from clubs in areas under Tier 3 restrictions.

PCRC Organising Committee asks all those attending the competition to be mindful of the guidance available and to observe both the legal constraints and the spirit of the guidance, for the benefit of all. Anyone who does not will be asked to leave and will not be permitted to race.

To minimise possible exposure to COVID-19 for race and safety officials, the competition suggests that inexperienced crews should not enter. Entries should be

restricted to more experienced crews who are less likely to get into difficulties with boat handling or on exposed stretches of the river.

Any person, be they coach, competitor or essential support, should not attend the HCH if they are experiencing any potential COVID-19 symptoms (high temperature, new and persistent cough, shortness of breath, loss of or change in sense of taste or smell), or should be isolating for any reason.

The Organising Committee also requests that visiting clubs do not bring spectators to the Embankment. Any visitors who appear to be spectating will be asked to clear the area and to respect the national social distancing rules.

The Embankment and the path along the entire length of the course is a public right of way. Participants should respect this right and take the initiative in maintaining distance from others. Further, we recommend that coaches should not seek to follow their crews along the course where the path is in frequent use by the public going about their business.

Section 2 – COVID-19 Officer

The COVID-19 officer for the competition is Ann Casey.

Section 3 - Briefings

Officials. A briefing for competition officials, monitors and marshals will be performed virtually using Zoom or similar, scheduled at 1900 on Thursday, 17 December (details to follow). The briefing will be recorded; any officials who cannot attend the scheduled briefing should arrange to watch the recording before the competition. Any official who does not attend the briefing or recording will not take part in the competition.

Cancellation. If cancellation of the competition is required, visiting clubs will be notified as soon as possible. The Organising Committee will assess national and local conditions on Thursday, 17 December to confirm viability and, if necessary, will notify clubs at that point. Cancellation because of unexpected severe weather will be notified at the earliest opportunity, but no later than 1800 hrs on Friday, 18 December.

Section 4 – Before Arrival

No person should attend the competition if he / she is suffering from symptoms suggestive of COVID-19 such as high temperature, new persistent cough, shortness of breath, loss of sense of taste or smell. Further details about COVID-19 symptoms can be found at <https://www.nhs.uk/conditions/coronavirus-covid-19/>.

No person should attend the competition if any member of their household is suffering from COVID-19, displaying symptoms of COVID-19 or is in a high-risk self-isolation group. If you are suffering from any condition that places you in an at-risk group (eg moderate to severe asthma) we ask you to consider whether it is in your best interest to attend and race at the competition.

There shall be no substitutions after the advertised close of entries so that household groups / crew bubbles are not compromised.

There shall be no doubling up for any crews.

Anyone who has not provided the adequate Test and Trace information, as requested by the competition, will not be permitted to remain within the competition's operating area at the Embankment.

All the relevant information required for visiting clubs participating in the competition, including contact telephone numbers, will be distributed in advance. If a coach or competitor requires further information or seeks clarification, they should contact the appropriate PCRC / competition official before arrival.

Section 5 – Use of PCRC Boathouse Facilities

All visiting clubs will boat from the Embankment and all PCRC crews from the PCRC Boathouse. There will be no exceptions to this rule; COVID-19 precautions make use of the Boathouse by visitors impractical. Whilst there is plenty of space at the Embankment, this reduces the potential for exposure between crews. The Organising Committee requests visiting clubs not to attempt any visit or access to the Boathouse unless specifically and separately arranged and guided by a PCRC officer.

PCRC crews boating from the Boathouse will follow the Club's COVID-19 procedures in force at the time of the competition.

Section 6 – Arrival at The Embankment

Access to the Embankment is from Embankment Road (use Key Theatre, PE1 1EF). Vehicle access is through a barrier control point. A PCRC marshal will be at the barrier to welcome crews / club vehicles. Visiting clubs should make themselves known to the marshal, confirming their crew(s) and nominated contact for NHS Test and Trace purposes. The marshal will then direct you to your club's designated operating space.

Division 1 crews should aim to arrive at the Embankment at, or shortly after 0800 hrs. Division 2 crews should aim to arrive at, or shortly after 1130 hrs.

Vehicles not required during the competition should be parked at Potters Way (use PE1 5AY).

Marshals will be present to help and guide crews. Crews should listen and act upon instructions given so that the event remains safe and enjoyable.

Section 7 – Designated Operating Space

Each visiting club will have its own designated operating space in which it can park vehicles and trailers and rig / manage boats. Boat numbers (for Empacher slot) will be pre-positioned at this space so that there is no need for crews to collect them. There will be no paper numbers.

Portable toilets will be provided in each designated space for the relevant club. We ask that each club only uses the toilets in its own space and that no-one seeks to use the other toilets on the Embankment. Individuals using the toilets should ensure all touch surfaces are cleaned before and after use with the materials provided. Waste bins will be provided for used cleaning materials.

Hand sanitiser dispensing points will be available, although competitors are advised to bring their own sanitiser with them.

Visiting clubs should plan to collect and remove their own rubbish, for example food wrappers / drink containers, and dispose of it as per their normal club waste practice. Additional waste bags will be available on request but PCRC will appreciate clubs providing their own. This approach further reduces the risk of cross-contamination.

Crews, coaches and essential support should plan to remain within the designated operating space throughout their stay at the competition. We ask that each club plans to be completely self-sufficient for all their needs and should not share tools or other equipment. If clubs have unavoidably arranged boat or equipment sharing, they are responsible for providing cleaning resources and cleaning the items between use.

Section 8 – Boating

Notwithstanding the latest times for leaving the Embankment, each crew will have a boating time advised to it. Crews should ensure they are ready to boat at that time to ensure smooth progression onto the river whilst maintaining at least 2m social distancing and without creating congestion. Take blades to the riverside first and place them where instructed. A marshal may use a loudhailer to remind crews when it is time to boat, including any time changes, but crews should still aim to be self-sufficient as far as possible.

Crews are expected to boat independently or with the help of a household / bubble member. Marshals will be on hand to help if athletes get into difficulty but not as a standard.

Footwear and other kit should not be left on the riverbank when boating. Either take the kit in the boat or a member of that visiting club can take the kit back to their vehicle / trailer.

Control Commission. The competition will perform visual checks on boats and will not touch them. If asked, crews will be expected to demonstrate the effectiveness of, for instance, heel restraints before boating. It is the crew's responsibility to ensure their boat is fit to use on the river, in accordance with BR Rules of Racing Section 7-2-8.

Section 9 – After Racing

Once you have finished racing, place your bow number in the bucket of disinfectant, de-rig and leave the Embankment as quickly as possible. This is essential to give time to turn around divisions and evacuate the site before the next group of competitors arrive. This is purely for the safety of all; if you are asked to speed up by any of our volunteers, no offence is intended but your assistance will be appreciated. Results will be published in digital form as soon as practicable after the competition at <https://peterboroughcityrowing.co.uk/>.