

FREDERICTON ROWING CLUB

HANDBOOK



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A. MEMBER CODE OF CONDUCT

Members will conduct themselves in the spirit of good sportsmanship*, both on and off the water.

Members will adhere to the Club Rules, including Safety Rules, or accept penalties that the Club Executive deems appropriate. Any member may be suspended or removed from the Club, for cause, upon decision by a majority vote of the Executive. "Cause" shall include, but not be limited to:

- failure to pay dues on a timely basis;
- repeated un-sportsman-like behaviour;
- breaking Club Rules and protocol (see Policies and Regulations, Section B);
- engaging or encouraging conduct which harms the Club;
- willful disregard of the Club's property;
- unfounded malicious or libelous remarks about the Club or its officers;
- criminal conduct of any kind on the premises;
- abuse of trust in matters relating to the Club's monies.

The Executive's decision is final, and the definition of "cause" shall be at the Executive's sole discretion. The Executive will allow the charged member to present a written appeal of a membership decision in person with a representative, should the member so choose, and the Executive shall consider such appeals in strict confidence. The Executive shall not, in the event the member under consideration is removed, make any adverse comment about that member without exceptional reason.

* sportsmanship is defined as respect for one's opponents and fellow athletes, and graciousness in racing, training, winning or losing.

B. SAFETY POLICIES AND REGULATIONS

1. SAFE ROWING PROCEDURES

a) Safety on the dock

1. All gear and equipment must be removed from the docks as quickly as possible following a practice. Shoes and other equipment left on the dock constitute a hazard to other crews using the dock, and should be stored off the dock or taken in the boat.

2. Crews docking have priority over crews launching.

3. Safety boats and safety launches must be ready to run before the crews leave the dock.

4. A properly equipped safety boat must be available at the dock or on the water at all times.

b) Water / weather / visibility safety

No rowing will take place if the water/weather/visibility conditions are potentially dangerous. The Coach will determine if the conditions are unsafe according to the following criteria:

1. No rowing will occur prior to daylight or after sunset, unless equipped with visible bow lights and accompanied by a safety boat.

2. No rowing will occur when visibility is reduced by fog.

3. No rowing will occur under high winds/heavy currents.

4. Any rowing activities undertaken when the water temperature is below 10 °C must adhere to special Cold Water Rules (see Section 6).

There are many potential dangers on the Saint John River. All crews must be familiar with the current water and wind conditions, short-term weather forecast (for thunderstorms), and water level (to determine submerged

hazards and channels) prior to launching. **When in doubt, don't go out!**

c) Safety during practice

No crews or singles are allowed on the water without a coach boat or safety launch unless they are given specific permission from the coach. No boat shall be on the water without a buddy boat (or safety boat), and all boats that are further than 500 m from a coach boat or safety boat must carry their own PFDs (enough PFDs for each member of the crew including coxswains). Shells must remain in designated training zones (as posted in the shell bay) unless accompanied by a coach boat, and follow the posted traffic flow patterns.

d) Injured athlete / endangered crew

At the beginning of the season, crews should establish who in the crew (if anyone) is capable of administering mouth-to-mouth resuscitation, CPR, or other First Aid. This should be done at the same time as the swim test (or whenever the crew is at least asked if they can all swim). In straight (coxless) boats, the bow person and/or another should be established to take the position that a coxswain would normally have should an accident occur. All Club directors, coaches, coxswains, and individual crew captains must read the entire Safety Manual and must make sure that their crews are informed.

e) Rower overboard

If a rower goes overboard, such as when a crab is caught:

1. The coxswain gives the command to stop rowing and then to hold water.

2. The stroke removes his/her oar and directs, but does not throw it, to the person in the water.

3. The crew backs the boat to the person in the water.

4. The coxswain gets hold of the person or lets him/her grasp a rigger. Another rower may be required to enter the water to assist with first aid. Generally, it should be the person who was seated in front or behind the rower who is now in the water.

5. Do not attempt to bring the person aboard if the safety boat is near.

f) Rower unconscious

If a rower has lost consciousness, support him/her in the water until a rescue craft arrives, or help him/her to the bank as fast as possible if no rescue craft is at hand. All rowers should know life-saving procedures. If necessary, resuscitation should be applied immediately, even while the rower is still in the water. An ambulance should be summoned by the quickest method available.

g) Break-up or sinking

Procedure:

1. The crew must remain in a group, using oars as PFD's, or putting on PFD's if available.

2. No one leaves the group, shell, or flotation device until they are at shore or at the rescue boat. Crews may leave the shell if they can touch bottom and wade to shore, but this must only be done as a group.

3. Use the buddy system, distribute crew evenly on the remains of the hull, encourage one another, and share flotation devices.

4. Account for all crewmembers; keep numbering off.

5. **NO ONE ATTEMPTS TO SWIM TO SHORE.** Visual perception is dramatically altered in the water and distance seems much shorter than what it really is. Await the arrival of the safety boat, unless the crew can touch bottom and safely wade into shore.

h) Safety information from Rowing Canada

Rowing Canada promotes rowing in a safe environment at all times. Nothing is more important in the sport of rowing than your safety. Here are some basic rules about safety:

- Always have an approved PFD (Personal Flotation Device) and a sound-signaling device (such as a whistle)
- Stay with the boat
- In an emergency, use the oar or boat as a flotation device
- NEVER row alone or in the dark.

i) Safety incident reports

All safety incidents must be reported immediately to either the Coach or Rowing Coordinator, who will make a determination of the seriousness of the incident and report as necessary to the Club Executive.

j) Emergency procedures

For any emergency requiring external assistance telephone 911, and state the following:

- Which agency is required (Police, Ambulance, Fire)
- Your name
- Your location: Fredericton Rowing Club, Small Craft Aquatic Center
- A concise description of the emergency
- Any need for water rescue

2. SAFETY IN YOUR EQUIPMENT

a) Bowballs: Attached to the bow of every shell should be a white rubber ball. The bowball provides protection against the sharp prow of the boat in the event of a collision. Boat manufacturers include the bowballs as part of the boat at the time of purchase, but sometimes they can be knocked off. The bowball must be replaced immediately. Rowing without a bowball is a violation of rowing safety rules.

b) Safety straps for shoes: Shells fitted with shoes rather than clogs must have a very important safety precaution in place. Attached to the heel of each shoe must be a string or a shoelace that is secured to the footstretcher. This tie should be loose enough to allow the heel to rise at the beginning of the stroke but strong enough to hold the shoe down in case a rower has to pull the feet out if the boat capsizes.

c) Lifejackets: Wearing a normal, bulky lifejacket does not allow someone to row properly. A lifejacket can get in the way of necessary hand and arm movements, as well as blocking the elimination of heat from the body. This could be a major health concern during the summer months.

Effective in 1999, Canadian Coast Guard Regulations require rowing shells to have life jackets aboard **unless:**

- it is attended by a safety craft carrying an approved PFD or lifejacket of appropriate size for each member of the crew of the largest vessel being attended; or
- if it is competing or training during a provincially, nationally, or internationally sanctioned regatta or competition.

This means you must have a life-jacket in the rowing shell with you (one per person) or the motor boat beside you

must carry them. If the motor boat is more than 500 m from the rowing shell during practice, the rowing shell must carry enough PFDs for all participants in the rowing shell. RCA's official safety guidelines can be downloaded at www.rowingcanada.org.

3. SAFETY IN COACHING

All Coaches Must:

1. Have defined preparation, knowledge, and, ultimately, certification in rowing coaching, and safe boating. CPR and First Aid certification should be encouraged, if not required;
2. Know the physical capabilities and limitations of their athletes and the equipment they are using;
3. Be aware of each athlete's level of swimming ability--in the case of an emergency, a non-swimmer (or a weak swimmer) would have to be rescued first;
4. Check that all equipment is safe, and that crews have proper clothing and fluids appropriate for the outing and weather conditions before they shove off. Coxswains should carry basic tools (wrenches, black tape, screwdriver) in case of equipment failure;
5. If practices are held in the predawn darkness, or as the sunsets, the coach must ensure that all boats have a bow light (suggestion: inexpensive flashing bike light). Bowpersons and coxies should also be encouraged to try to wear reflective (or white) clothing;
6. Not leave the dock with the coach boat until his/her crew has departed;
7. Should wear life jackets at all time when in launches;
8. Attempt to be close to your crews at all times;
9. Strictly limit the number of crews and athletes they supervise;
10. Watch for hazards on the water. It is often easier for the coach, who is higher above the water, to see hazards ahead--particularly those lying low in the water. The coach first informs the coxswain or steersperson of the hazard and then directs them to stop or how best to avoid the hazard (try to remove or mark such hazards to help other crews);

11. Not load the coach boat such that if they are operating it from the stern seat they do not have adequate vision over the bow of the boat (i.e. use weights in bow of boat if necessary);
12. Know how to make and recognize standard distress signals and how to take appropriate action if signals are given by crews or by other launches;
13. Realize that they are legally responsible for the well being of their crew whenever their crew is at the Club. Arriving late, and leaving early, as well as not properly monitoring crews all constitute possible risks;
14. Be aware of and show consideration to other water users. They must ensure that neither their launches nor the crews they are supervising place anyone else using the water in jeopardy. They must always be alert to give help to other water users who may be in danger and without assistance;
15. Know the rules of the course;
16. If an accident happens, file an incident or accident report promptly with the club safety committee (who will then take immediate action to prevent a recurrence). This is important, not because of sanctions, but in order to assist the Safety Officer in identifying potentially unsafe procedures, and how accidents may be averted.

4. SAFETY BOATS

a) The Canada Shipping Act requires vessels up to 5.5 meters in length to have:

1. One approved life jacket, personal flotation device or lifesaving cushion for each person on board;
2. Two oars with rowlocks or two paddles;
3. One hand-held bailer or one manual pump.

b) Coach boats should also carry:

1. Thirty (30) metres of buoyant rope, with a large knot tied at one end to aid in throwing, and for a person in the water to secure a hand-hold;
2. Nine extra PFD's (or one for each person in the crew). These should just stay in the coach boat (suggestion: in two green garbage bags), particularly in the "cold season"--early spring and late fall;
3. A space blanket during cold weather;
4. Properly mounted running lights as well as a flashlight on board when operating in poor light conditions.

Note #1: According to Coast Guard regulations, operators of coach boats or emergency launches must wear their life vests at all times.

Note #2: Prepared and responsible coaches should also carry basic tools and first aid supplies with them in the launch.

5. PROCEDURE FOR COACH BOAT / EMERGENCY LAUNCH

Inexperienced operators or improperly equipped individuals should not be allowed on the water during rescue operations.

1. Approach site where equipment is disabled, or where there may be rowers in the water into the wind so that they will not drift down onto, or be blown against the equipment or persons in the water.
2. Assess the situation. Quickly establish the condition of the people in the water, and the severity of the circumstances.
3. Establish verbal contact with those in the water so they can be talked through the rescue quickly. Those in greatest distress or risk should be rescued first.
4. Distribute life vests or PFD'S carried in the launch.
5. Do not attempt to bring persons into the coach boat by the stern or anywhere near the engine. Cold or exhausted rowers will need assistance to enter the launch.
6. Rescue should occur in pairs (buddies). This will prevent an athlete from letting go, until the rescue craft actually rescues the crew.
7. A head count must be conducted on the arrival of the rescue boats at the scene, and must be repeated each time it leaves and returns.
8. Do not overload the launch. Do not exceed its rated capacity; make several trips, if necessary. Proceed to the nearest shore and give those placed onshore directions to the nearest possible assistance.
9. If possible, use a length of rope attached to the coach boat to throw to the oars people in the water to calm them, and to help to pull them in.

Overloading:

Overloading is by far the greatest, and the most avoidable, danger when using small launches.

Operators must know the limitations of their vessels. Coaches should only take one additional person aboard in early spring and late fall rowing (i.e. total of two persons in boat). Non-essential passengers may impede emergency operations or take up space needed for rowers in distress.

Remember, as the load in a boat is increased, it settles lower in the water, and the free board is reduced to the point where any wave may come over the gunwale causing the boat to sink even further and possibly swamp.

Finally, whatever happens in small powerboats will happen quickly. There will not be any time to put on life jackets or to make preparations before the passengers and operator are in the water with possible injuries. Any debris or deadhead struck at speed may puncture the hull or cause the boat to capsize.

6. COLD WATER RULES

Below are the **Cold Water** Rules for Fredericton Rowing Club:

All boats **MUST** be accompanied by a safety boat when the water temperature is below 10 °C. The number of boats being supervised by a coach boat must be limited to ensure close contact between all crews and the coach boat at all times. The qualifications of the safety boat personnel determine the number of athletes that can be supervised at a time. The coach boat must be equipped with the appropriate number of emergency blankets / warm clothes for the largest crew on the water.

When the water is less than 10 °C, rowers and coxies that enter the water have only a short period of time (matter of minutes) before they start to suffer from hypothermia and shock.

As always, the safety of our members is the most important thing! Have a great rowing season!

C. TRAINING AIDS

1. Target Scores for New Brunswick Provincial Level Athletes

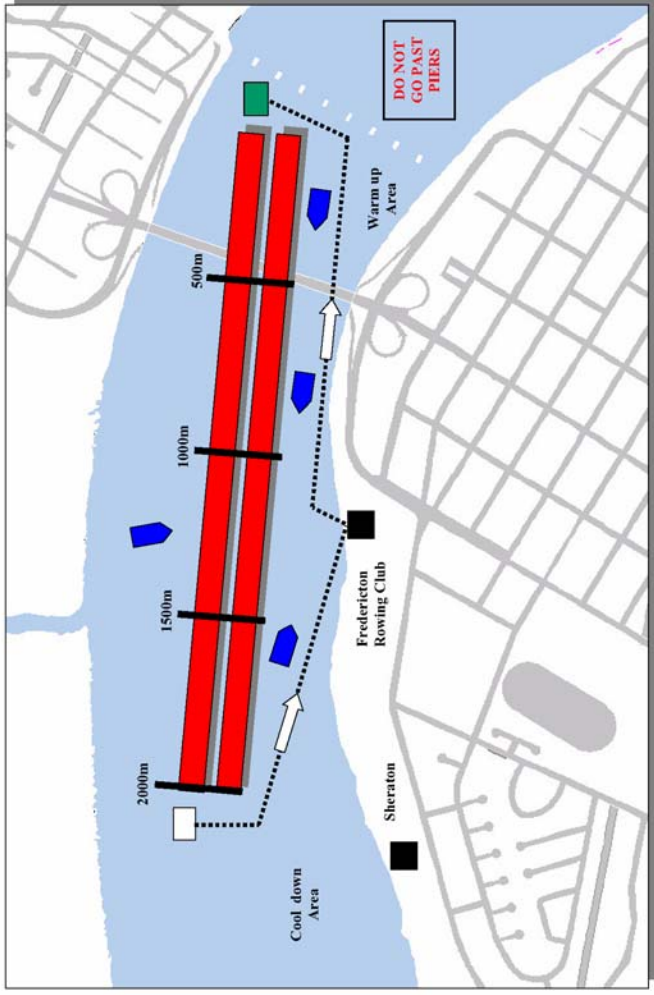
| | Men | | Women | |
|--------------|-------|-------|-------|-------|
| | 2000m | 6000m | 2000m | 6000m |
| Open | 6:25 | 20:30 | 7:20 | 23:35 |
| Lightweight | 6:30 | 21:15 | 7:35 | 24:10 |
| Canada Games | 6:40 | 21:40 | 7:40 | 24:30 |
| Junior | 6:50 | 22:10 | 7:50 | 25:10 |
| Masters | 7:00* | 8:00* | | |

* +1s for each year above 27

2. Ergometer Split Chart

| Average Pace | Per 500 m | 1000m | 2000m | 6000m |
|--------------|-----------|-------|-------|-------|
| 1:28 | 2:56 | 5:52 | 17:36 | |
| 1:30 | 3:00 | 6:00 | 18:00 | |
| 1:32 | 3:04 | 6:08 | 18:24 | |
| 1:34 | 3:08 | 6:16 | 18:48 | |
| 1:36 | 3:12 | 6:24 | 19:12 | |
| 1:38 | 3:16 | 6:32 | 19:36 | |
| 1:40 | 3:20 | 6:40 | 20:00 | |
| 1:42 | 3:24 | 6:48 | 20:24 | |
| 1:44 | 3:28 | 6:56 | 20:48 | |
| 1:46 | 3:32 | 7:04 | 21:12 | |
| 1:48 | 3:36 | 7:12 | 21:36 | |
| 1:50 | 3:40 | 7:20 | 22:00 | |
| 1:52 | 3:44 | 7:28 | 22:24 | |
| 1:54 | 3:48 | 7:36 | 22:48 | |
| 1:56 | 3:52 | 7:44 | 23:12 | |
| 1:58 | 3:56 | 7:52 | 23:36 | |
| 2:00 | 4:00 | 8:00 | 24:00 | |
| 2:02 | 4:04 | 8:08 | 24:24 | |
| 2:04 | 4:08 | 8:16 | 24:48 | |
| 2:06 | 4:12 | 8:24 | 25:12 | |
| 2:08 | 4:16 | 8:32 | 25:36 | |
| 2:10 | 4:20 | 8:40 | 26:00 | |
| 2:12 | 4:24 | 8:48 | 26:24 | |
| 2:14 | 4:28 | 8:56 | 26:48 | |
| 2:16 | 4:32 | 9:04 | 27:12 | |
| 2:18 | 4:36 | 9:12 | 27:36 | |
| 2:20 | 4:40 | 9:20 | 28:00 | |
| 2:22 | 4:44 | 9:28 | 28:24 | |

Atlantic Crew Classic



Legend

- Start Line
- Finish Line
- Safety Boat
- Flow of Traffic

