



The Twelfth Rotary Dragon Boat Challenge

Saturday 9th July 2022
Pugneys Country Park, Wakefield

Organised by the Rotary Clubs of Huddersfield, Wakefield Chantry & Horbury and Ossett Phoenix



CREW MANAGERS INFORMATION PACK

Thank you for entering a team in the 12th Rotary Dragon Boat Challenge event. Please read all the notes below also the detailed explanations that are provided on the website under the following link

<https://www.rotarydragonboatchallenge.org/team-information/details/>

ARRIVAL SET UP AND REGISTRATION.

Teams should arrive between 7.30am and no later than 9.00am.

- A. On arrival, your TEAM VEHICLE will be directed to your designated TEAM BASE.
- B. Your TEAM VEHICLE may deliver marquees, gazebos, BBQ's etc. to their team base, but as soon as the vehicle is unloaded it **must** return to the main parking area, and park in the reserved area for TEAM VEHICLES, making sure that the permit is clearly displayed.
- C. Each Team Captain must register on arrival with the Organisers in the Gable Events marquee adjacent to Pugneys Clubhouse, and have the completed 'PARTICIPANT CONSENT FORM with signatures of all the participating crew members ready to hand in.
The DISABLED CONSENT FORM will also be required, if applicable.
- D. On the Team Base, a small marquee/tent or gazebo may be erected. BBQ's are permissible, (gas preferred) but if charcoal burning, the BBQ MUST be raised off the ground. All teams are responsible for the safe usage of their own equipment and BBQ's.
- E. Please ensure that at the end of the day your team pitch is left in the condition you found it with all rubbish and litter removed to the provided rubbish bins around the team areas.

1. PARKING.

TO ENSURE THAT TEAM MEMBERS AND VISITORS DO NOT FALL FOUL OF LOCAL AUTHORITY PARKING ENFORCEMENT PLEASE NOTE:-

- A. Each team will be issued with one PARKING PERMIT prior to the event, which must be prominently displayed in the windscreen of your TEAM VEHICLE **AT ALL TIMES**. The permit will allow free parking, after unloading equipment at Team Bases, in the designated parking areas on the lakeside at Pugneys.
- B. To ensure availability, there will be a reserved parking area for TEAM VEHICLES, but the permit will apply in all designated parking areas. Free parking for all other vehicles attending the event will be available, and well signposted, in a field on the opposite side of Asdale Road directly opposite Pugneys.
- C. **ANY VEHICLE**, with the exception of A above, who choose to park within Pugneys, must display a valid ticket purchased from the official parking machines on site.

Warning. Failure to display a valid ticket, whether issued free or purchased at the ticket machines, will almost certainly result in the issue of a fixed penalty notice by the local authority warden.

SAFETYAll crew managers must attend the general and safety briefing before the competition commences. All crew members must attend a safety briefing before their teams first race (even if they are not competing until a later heat) and will be issued with a wristband. No competitor will be allowed on the water unless they are wearing the wristband issued at the briefing. Safety Boats will be deployed at all times during racing.

2. SPONSORSHIP.

- A. Each team will pre-select a Charity it wishes to support.
- B. It is a condition of entry to this event that each team member raises a minimum of £50.00 personal sponsorship, with a Team target of £1000. For 2022 (as for 2019) 75% of the total amount of Sponsorship money collected by your team will be distributed to your Charity of choice. The balance will be distributed to Charities supported by the 3 Rotary Clubs organising the event. All money raised by sponsorship will be given to Charities, and NONE will be used for administration of the event, or any other purpose.

- C. It is also a condition of entry that ALL Sponsorship money raised by team members must be sent **IN FULL, TO THE EVENT TREASURER** and **NOT** direct to the chosen Charity. **THIS IS A CONDITION OF ENTRY AND CANNOT BE VARIED.**
- D. On receipt of your sponsorship money, and the paper Sponsorship forms where used, The Event Treasurer will, within 48 hours, return to you a cheque for 75% of your total, made out to the Charity of your choice. It is then your responsibility to hand over that cheque to your Charity
- E. Team Captains will be expected to advise approx. value of anticipated Sponsorship for each boat at the time of Registration.

3. **OBTAINING SPONSORSHIP.**

There are 2 ways of raising sponsorship monies:-

A. **E-Sponsorship**

A1. Team captains are expected to open a JUST GIVING sponsorship page to allow team members and sponsors to donate on-line. This is our preferred method, which is operated for us by Just Giving. Used properly the benefits to you are that you can keep an eye on the amount your team members are raising and if it is not up to your expectation, increase your fund raising to benefit your charity. It also removes from you the responsibility of collecting the money after the event and allows your friends, who were not able to contribute before the event, to contribute afterwards.

A2. Detailed instructions on how to set up, access and use the Just Giving website has been provided as a separate attachment to your confirmation of entry email.

B. **Cash Sponsorship**

B1. Team members can use the sponsorship form sent with your confirmation of entry mail, along with its own set of instructions. These must be followed completely for the Gift Aid to be collected.

B2. **PLEASE ENSURE THAT ONLY THE FORM SENT WITH THIS INFO PACK IS USED.**

B3. We strongly recommend that money is collected at the time of asking to ensure it is paid.

4. **RACING & RACE CONTROL AND EQUIPMENT.**

A. Racing is controlled by the PROFESSIONALS, and all decisions regarding racing, safety, suitability of competitors, etc. will be made by them and are final.

B. Racing will commence at around 10.00am, but it will not be possible to announce any individual team start times in advance.

C. Boats, paddles, life jackets and helmsmen will be provided by the PROFESSIONALS.

DETAILED NOTES ON ALL THE ABOVE, PLUS OTHER IMPORTANT INFORMATION/ADVICE IS CONTAINED IN THE APPENDIX ATTACHED. TEAM CAPTAINS ARE ENCOURAGED TO READ THEM TO ENSURE THAT THEY ARE FULLY AWARE OF THE CONDITIONS OF ENTRY TO THE EVENT.

MOST IMPORTANTLY OF ALL --- ENJOY THE DAY!!

WHAT WE MEAN BY:-

TEAM VEHICLE. The vehicle issued with a parking permit and allowed to offload equipment at team base. Only one vehicle per team.

PARKING PERMIT. Issued by the Organisers in advance to be displayed in windscreens of your TEAM VEHICLE **AT ALL TIMES**, which allows free parking at Pugneys for the duration of the event.

TEAM BASE. The area allocated to each team for their gazebo, BBQ etc.

THE ORGANISERS. Huddersfield, Wakefield Chantry & Horbury & Ossett Phoenix Rotary Clubs

THE CHARITY. We, the organisers, are the charity and are responsible for sending you a cheque made out to your charity

THE PROFESSIONALS. Race the Dragon

Organised by

The Rotary Club of Huddersfield (Charity no 501416) and the Rotary Club of Wakefield Chantry (Charity no 515199)

The Rotary Club of Horbury and Ossett Phoenix (Charity no 1042627)

Contacts:-

Huddersfield – Chris Naylor 01484 852550 chrisnaylor97@virginmedia.com

Wakefield Chantry – Bob Guard 0788 151 0093 rguard@hinari.com



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Location & Parking Address

Pugney's Country Park
Asdale Road
off Denby Dale Road
Wakefield
WF2 7EQ

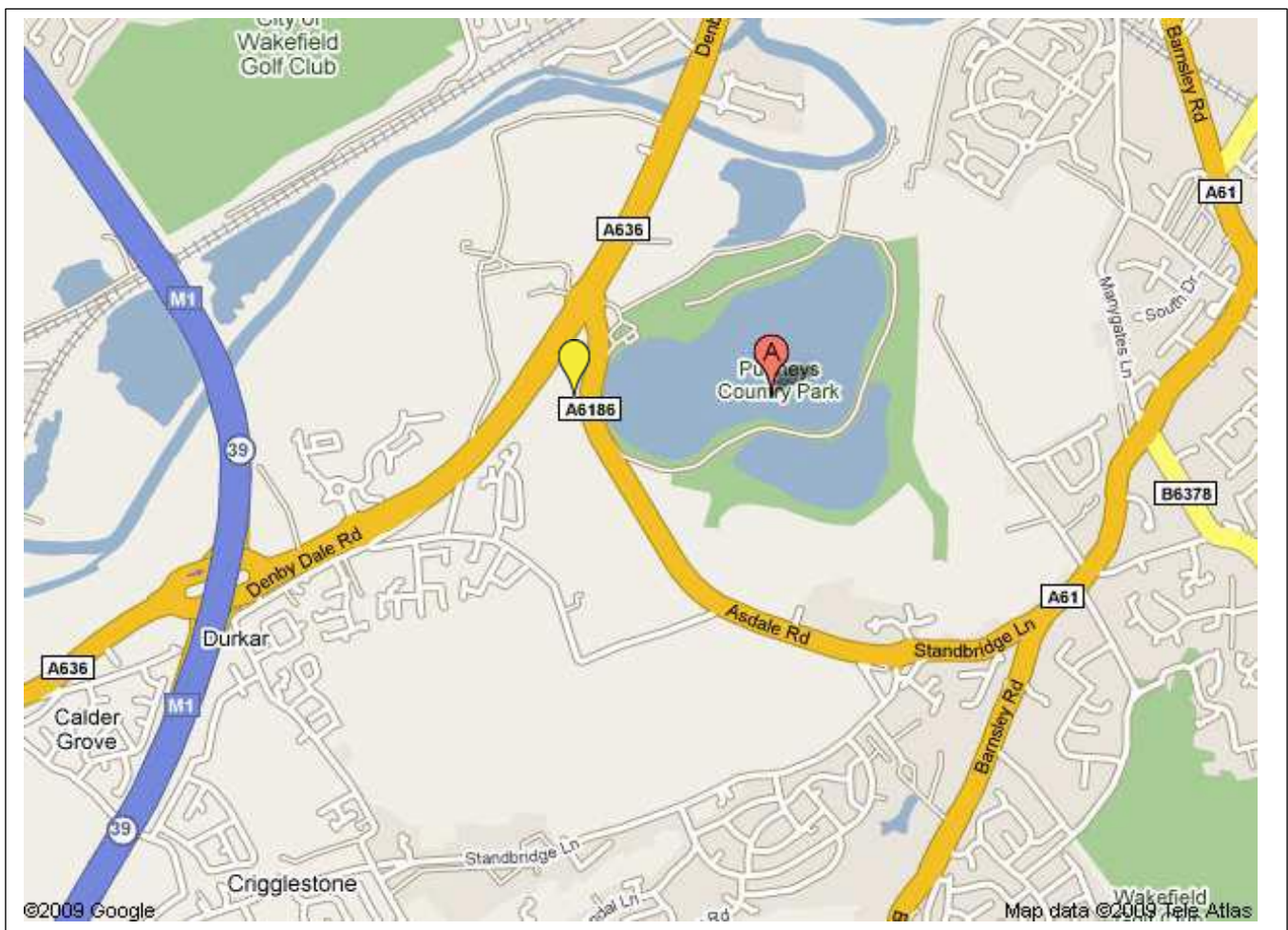
Map



This shows the location of the Dragon Boat Challenge at Pugney's Country Park.



This shows the entrance to where competitors and spectators can park **FREE OF CHARGE** in the area on the opposite side of Asdale Road to the park itself. Parking within the Park however is not free for either competitors or spectators.





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Participant Consent Form

TEAM

NAME.....

I confirm I:

1. Am able to sit unaided in the boat.
2. Am able to obey instructions given by the Company's representatives both on and off the water.
3. Am capable of swimming a minimum 25 meters whilst wearing a Personal Flotation Device (buoyancy aid).
4. Am physically fit and able to compete in an active aerobic exercise that should not last longer than two minutes.

Terms and Conditions of Entry:

For safety reasons, the helm (steersperson) has the absolute authority to reposition persons in the boat and remove persons if the total weight or balance of the crew is such that boat handling becomes a safety issue and that such action will only be taken in exceptional circumstances, in such circumstances no refund/s will be due to any team member required to be removed from a boat.

I agree I will be taking part entirely at my own risk and in the event of loss of property, personal injury or death resulting from my participation in the event, I and any representative acting for me will hold the organizing Rotary Clubs and Race the Dragon Ltd harmless from blame or suit. I understand that nothing in this Agreement shall limit or exclude the organizing Rotary Clubs or Race The Dragon Ltd.'s liability for: (i) death or personal injury resulting from its negligence; (ii) breach of statutory duty; (iii) criminal acts; (iv) fraud; (v) or any liability that cannot be excluded under applicable law.

The minimum age/height for a paddler is 12 years/1.30M on the date of the event and for the drummer, 12 years old on the date of the event.

Race the Dragon Ltd reserves the right to refuse any participant/s to take part in the activity should it deem it necessary to do so. This includes any participant/s who do not comply with the safety instructions or who is deemed to be under the influence of alcohol or drugs. The Event Director's decision is final.

Data Protection and Marketing: I agree that: 1) in the case of an emergency Race the Dragon and/or Venue personnel may use the emergency contact details I provided; 2) should I receive medical assistance at the event, data collected on an accident form will be held on Race the Dragons database and shall be handled in accordance with the terms of the Data Protection Act 1998 (as amended from time to time) in accordance with Race the Dragons privacy policy, which is available at www.racethedragon.com

Coronavirus: I confirm that I am not showing any symptoms and have not been diagnosed with Covid-19 and am not currently isolating. I understand that the event organizers have recommended that I take a lateral flow test within 48 hours of the event. I will not attend the event if my lateral flow test is positive and will seek professional medical advice.

I confirm that I have read, understood, and agree the above.

TEAM MEMBERS: -

Full Name.....Gender.....D.o.B.....

Contact no..... Email address.....

Emergency contact name..... Emergency contact number.....

Full Name.....Gender.....D.o.B.....

Contact no..... Email address.....

Emergency contact name..... Emergency contact number.....

Full Name.....Gender.....D.o.B.....

Contact no..... Email address.....

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Full Name.....Gender.....D.o.B.....

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Disabled Consent Form

Full Name.....

Team.....

d.o.b.

Disability (please specify).....

Helpers (buddy) name.....

Activity: **DRAGON BOAT RACING**

DECLARATION: I declare that I have read, completed, and submitted the Participant Consent and waiver form and confirm that I am able to communicate, receive, understand, and respond to instructions that may be given to me by an event staff member whether directly or through an interpreting helper (buddy). I also confirm that I am able to sit unaided in the boat and am confident and competent in the water and can (in the event of a capsized) remain in an upright position with my head above water unaided whilst wearing light clothing and an approved buoyancy aid.

I further acknowledge that I or my Buddy must satisfy myself / himself / herself that a buoyancy aid of the correct size is available and securely fitted to me before I present myself to the loading marshals / helm for checking prior to embarkation.

If own buoyancy aid is to be used this must be presented for inspection by the Chief Official prior to permission being given for its use, such permission when given will be deemed to be in operation for the whole event.

I declare that in all other respects (other than my declared disabilities) that I conform to the conditions of participation including the declaration of medical conditions, which might prohibit my participation. I also confirm that I participate completely at my own risk.

I also acknowledge that the above named helper (buddy) will have to be briefed and approved before being permitted to act as my buddy and will be required to be seated next to me at all times during the races in which I participate. I accept that failure to comply with any of the foregoing will result in my being refused access to the competition on the grounds of safety. This declaration will apply to every race.

Please enter your *legal name* as it appears on your passport.

Full Name

Signature.....