



OURC

Script for Briefing Marshals in IWL



Take down names, phone numbers and assign roles (use river check order + two timers and an optional bike marshal to make sure you have all positions)

- Ask if anyone's done marshalling before – if they have, they should be in key positions
- X/S coxes if possible to Head and spinning
- Experienced rower to top gut
- Experienced people on Donnington Bridge/Finish if possible
- Greenbanks and other "easier" positions for new marshals
- Ask if anyone's done timing before, put them on timing if they're not needed elsewhere

Before you start talking, send them to get their equipment/give them the spare set of marshalling sheets and tell them to read the information on their clipboards, give them a minute or two to do this (read one over their shoulder or this to yourself, to give you an idea of how long to give them to finish it fully)

Importance of the job

- To be the SU's eyes and ears on the river and care for the overall safety of the competitors and other river users.
- Actively managing crew movements at pinch points and in spinning areas
- Actively managing other river traffic, and communicating its movements to the SU
- To act as the point of communication with crews at your locality

Racedesk vs Senior Umpire: who are you going to call?

- River traffic and delayed crews with equipment failures to SU, all else to race desk
- Rule of thumb; if it's on the river it goes to the SU and if it's on the land or about substitutions of crew members it goes to race desk.

Explanation for the format and circulation pattern

- Make sure they know which way is up or down river and that they will be told off if they get it wrong!
- Crews head straight down-river from their rafts, switching to normal circulation at Longbridges - top gut marshal should monitor the crossover
- Top keep a written tally of which crews have gone past, the SU will ask – (TOP GUT **MUST** have a pen/pencil and clipboard)

River traffic

- The SU wants to hear about everything on the river except the EA, crews for the next division and our launches. They also want to hear about swans and debris around the racing line. They want to know what it is and where it's going – ie upstream or downstream.
 - Head, spinning 2, Longbridges, Top Gut and Univ/Boathouse B/Greenbanks need to watch for river traffic approaching the course. They should politely ask traffic to stop, tell them there's a race on and ask what they are trying to do. If they won't stop, need to tell SU immediately if a race is close to starting or already in progress. But ALSO carry on trying to stop them.
- Mention fisherman if they are there for div 1 or suddenly arrive for later divs.

Radios

- Do not put them down or give them to anyone
- Wait a second after pushing the button for the repeater to kick in

- Protocol for speaking; not having 2 people speaking at once; give way to SU and racedesk

River Checks

- Cover the order and do a practice river check. The order: Head, Finish, Boathouses A, Boathouses B, Univ., Greenbank, Longbridges, Top Gut, Middle Gut, Bottom Gut, Donnington Bridge, Spinning Marshal 1, Spinning Marshal 2 (underlined marshals may be dispensed with if you're short)
- We want to know about everything you see on the river, whether an earlier marshal has mentioned it or not!

Change overs

Nobody may switch over with another marshal less than 10 minutes before a division is due to start. Please explain your job to replacements – they'll have had a general but not specific briefing.

Klaxons – spend at least 4 minutes on this

- Cover everything on their marshalling clipboard guide:

“If the racing line is completely blocked *and the next crew has no safe path*, there is someone in a boat requiring first aid or in the water, or a severe collision is imminent, **immediately klaxon**.”

- Fire your klaxon in all directions for at least 10 seconds. During this time, press your radio button too so all marshals can hear it.
- Do not stop klaxon until everything you can see has stopped moving or it runs out of air.
 - Never say “klaxon” on the radio except to confirm your own firing. Ask “is the race live?” if you're unsure. If yours has run out and you need a new one, call them an ‘air powered race stopping device’
- If you hear another klaxon, fire yours until all crews have completely stopped.
- If you have klaxoned, state to race desk and the SU why you have klaxoned, and if First Aid is required. All crews should keep it held up until race desk says otherwise.”
- Tell them that we would rather they were over-zealous with the klaxons than overly-cautious
- A klaxoned race is over; no times to be taken for crews after the klaxons have sounded.
- MAKE SURE THEY KNOW HOW TO USE THEIR KLAXONS! ASK IF ANYONE'S AT ALL UNSURE!
- When they practice, don't do it for long so as not to waste air, but check they understand they should hold a real klaxon button down for 10+ seconds.

Extra information for selected marshals

Boat checks (pontoon marshals) (get everyone to listen to this, useful info)

- Life jacket, bow ball, heel restraints, hatch covers, backstays on all riggers, any repairs up to standard (tell them ask racedesk if unsure). Anything other than a bow ball secured with duck tape is probably not good enough!
 - A bow ball should be firmly attached; give them a bit of a waggle and push on the end to see how much it deflects. If the bow ball is firmly attached with duck tape and you can't feel screws through it, tell the crew to get it fixed properly ASAP, as duck tape wears out.
 - Make sure raft marshals know how to check heel restraints properly and what we mean by backstays (not all rowers are sure).
- Also encourage crews to push off ASAP once following launch has gone past for the previous race (or the last racing crew if the following launch isn't following all the way.)

Start and finish marshals

- Start (spinning) area need to work together and with the SU to get crews in order and then to feed them up to the start line in a steady stream as the race goes off.
- Spinning marshals go and talk to the SU on the way down to your position.
- Finish marshal needs to encourage crews to move up (working with the Head marshal) to get them clear of the finish line and into a safe position to wait to spin.

Bike Marshal; rides 5 yards in front of first boat in division and warns public that the bank riders are coming

We can do without a bike marshal in some IWLs – depends on the weather and how busy the towpath is.