

# Organising Winter Series and Grand Prix Races

## Winter Series and Grand Prix Race Selection Policy

### **The Marathon Committee will use the following policy in selecting host clubs for Winter Series and Grand Prix Races**

In applying to conduct a Winter Series or Grand Prix race the Host Club must be prepared to follow the "Guidelines for Hosting a Winter Series Race"

Assistance will be provided to Australian Canoeing in regards to conducting races to assist with the selection of the Australian Marathon team.

A fair distribution of country and city venues will be a consideration of the Marathon Committee.

Preference will be given for races to clubs:

1. Participating in the organized races,
2. Assisting in the management of canoeing, all financial obligations paid.
3. Trying to develop canoeing in their regional area,
4. Submitting formal request on official documentation prior to the closing date.

### **Guidelines for Hosting a Winter Series & Grand Prix Race**

To ensure good communications between the host club and the marathon committee a single point of contact must be available to represent each party.

The host club must appoint a race organiser who will act as their single point of contact while the Marathon Committee will be represented by the Technical Director.

The Marathon Committee have access to all the equipment required to conduct a race, e.g., marker buoys, safety boats, timing gear, etc. This equipment is stored and maintained by the Marathon Technical Director. As many clubs have their own equipment the Marathon Committee will only provide equipment when requested through the Technical Director.

A week prior to the race the host club race organizer must contact the Technical Director to advise of race preparations.

The host club race organiser is to ensure sufficient persons are available to conduct the race and the course layout is prepared as required.

The host club race organiser must be available at 8.30am on the day of the race to liaise and assist the Marathon race officials as required who will also arrive at that time.

## Race Preparation Checklist

### **Safety Boats**

Marathon has 2 boats, which can be used as safety boats. These boats are available if required, however they must be booked with the Water & Boats Custodian no later than the Wednesday prior to the race.

If the host club obtains the SES to provide the safety boats, Marathon will make a donation to the SES.

The host club must man the safety boats, 2 persons per boat. Two boats can be used to patrol a course of 8k in each direction.

To be effective the safety boats must patrol the course.  
All personnel in Safety Boats must wear PFD's.

### **First Aid**

The host club must provide and discuss with Canoe Victoria Marathon race committee the provision of suitable First Aid Services.

### **Portage**

For races where portage is involved the host club must provide an official to record the number of each boat passing through the portage area.

It is recommended that bunting or witches hats be used to mark the portage area.

The host club must make available a person at the pre-race briefing to outline the details and condition of the course.

### **Toilets**

Toilets need to be available. Where mobile toilets need to be hired, Marathon will cover any related expense incurred.

### **Communication**

All safety boats must be able to communicate with each other and the officials at the start of the race. Marathon will provide the mobile radios required. The host club must book the number of radios required through the Technical Director no later than the Wednesday prior to race.

It is essential to have a speaker system for race briefings. If the host club does not have a speaker system available a loud-hailer may be made available from Canoe Victoria.

### **Course Layout Map**

A map of the course must be made available for the paddlers to examine the course prior to the race briefing.

**Registration**

The Marathon Registration Officials require at least 3 x 2m trestle tables to manage the registration process. It would be preferable to have 4 trestle tables.

Access to power is required to use the computer system.

## Course Layout

**The River**

For some locations it is necessary to book the use of the river to ensure the race is not impacted by other river users.

**Length**

The course length must be as close as possible to the advertised distances and incorporate 4km and 5km loops.

**Buoys**

Marker buoys must be the colour shown on the course maps. Where a turn is common to a number of race distances the appropriate coloured turning buoys must be in place. Buoy colours must be made clear at briefing.

**Start / Finish**

Races should preferably start and finish in the same direction with paddlers finishing between a finishing gate.

**Boat Numbers**

The host club must organize a person to collect the boat numbers at the end of the race.

**Boat Safety Check**

Three people must be available from the host club to do a safety check of the boats on to the water.

**River Bank Safety Check**

It is not uncommon for syringes to be found on the banks where paddlers enter their boats. In the interests of paddler safety the host club should arrange for a sweep of the boats entry and exit points for dangerous materials, e.g. glass, syringes and slippery surfaces.