



City of Bristol Rowing Club

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Junior Squad Member and Parent Handbook



City of Bristol RC – Junior Rower & Parent Handbook

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Hello and welcome!

Now you are a full member of CITY OF BRISTOL RC we would like to let you know a bit more about the club.

City of Bristol RC Mission Statement:

“The promotion of community participation in healthy recreation, in particular by the provision of facilities for the sport of rowing, for the benefit of the inhabitants of the greater Bristol region.”

The club is dedicated to successful competitive rowing. In pursuit of this the members will be expected to - take pride in the club; invest in youth; develop new members; employ the best techniques and resources; value and support social activities.

The club's 5 year plan, of which the juniors play a large part, is to:

- Continue maintaining and strengthening our club which derived from the Dockers Rowing Club over fifty years ago; working with our 'Learn to Row' course to coach adults and encourage them to join the club; working with our local schools to offer young people the chance to try rowing and improve their fitness; welcoming experienced rowers who move to our city and want to continue to row.

We want all our youngsters, families, veterans, beginners, adaptive/disabled and elite rowers alike to achieve fulfillment and enjoyment in the sport of rowing.

- Continue developing a rowing club which provides opportunities for all of Bristol's communities to experience and participate in rowing. As a consequence it is necessary to limit and license some sections of the club, for example Universities, to maintain a healthy balance between students and school groups whilst providing an open club for the city.
- Continue to build links with local businesses and work with them to offer employees the opportunity to improve their health and fitness through, for example, our Corporate Rowing Event.
- Focus on, encourage and support our high performance athletes and crews who compete at a national level, and in doing so add to the prestige of our city.
- Continue to upgrade and add to our fleet of boats and kit to match that of the other major UK rowing clubs.
- Build and furnish a clubhouse with training areas, a social area and changing/shower facilities. A clubhouse will provide: enhanced coaching for our members; indoor training; warm and safe surroundings to socialize, with particular benefits for families; and greater access for the general public to encourage 'health and wellbeing' throughout the community.
- Raise the profile of City of Bristol Rowing Club within our city and the UK.



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Getting Started

To get club notices and information you will need to subscribe to the junior mailing list: go to http://sports.groups.yahoo.com/group/CBRC_Juniors/ and register to be updated on all sorts of information about the club.

The club website is a good way to obtain contact details for officers of the club so do have a good look through it and familiarize.

When we receive your membership form, the membership secretary will create a login for you on the club website. An email with your password will be sent to the parent email address on the membership form. If you don't receive one, please check your spam folder.

Clubmark

The club is Clubmark Accredited which means:

In accordance with Clubmark we operate our Junior Squad guided by codes of conduct, one for the VOLUNTEERS who coach you, one for the JUNIOR ROWERS and, even one for your PARENTS. It is very important that these codes are adhered to. Copies of the Codes of Conduct and Club Rules are included in this booklet. In addition to the code of conduct as a member you will have to abide by the Club Rules.

If you have any questions about the code please talk to one of your coaches.

City of Bristol RC is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the club welfare officer:



Jen Owsley 07790 043284

Examples of when you may want to speak to the Welfare Officer could include:



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- If you feel bullied/intimidated by other members or coaches e.g. excluded from groups; taunted; receiving derogatory remarks on a regular basis etc.
- If you are being physically or sexually abused.
- Neglect of any sort e.g. your needs are ignored; injuries or illnesses being dismissed/ignored;
- You have a new medical condition which may affect your rowing or other people you row with (or something you may just want to discuss in confidentiality).
- Changes with home circumstances.
- Any worries you may have about other members of the squad.
- You feel you have no-one else to talk to.

This list is not exhaustive so please feel free to talk to the Welfare Officer about anything that might be worrying you.

Competition & Training

Competitions are run based on your age, so for instance if you are in year 8 at school you would compete in the J13 race category. When you have developed your skills and fitness to a required level you will be encouraged to race – this means that you may have to row in a different boat to usual and sometimes compete with other Squad members for the right to race! To help you achieve this we follow a training program tailored to your age and ability that follows the [‘How much and How often Guidelines’](#) written by British Rowing.

For those juniors that do not wish to progress to competition or develop their skills we will always get them out in a boat.

Coaching Ratios

Although there is government guidance for people working with groups of children, it is essential in rowing that a separate risk assessment is taken for each group of children and that this is reviewed for each training session. Participants under the age of 18, even those qualified as coaches, should be supervised at all times.

In line with the national guidance, the level of supervision should take account of the:

- age and ability of the children
- type of training session being undertaken (on land or water)
- children’s growing independence
- environment that the session is taking place in
- risk assessment

If there is an accident or incident there is always someone available to supervise the remaining children and the coaches working with children ensure that they do not work in isolation.



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When & What – Coaching Timetable

Juniors are only permitted at the club during supervised training sessions and these are Sundays between 12pm-5.00pm, Tuesdays, Wednesdays Thursdays 4.30pm-6.15pm, and Fridays 3pm-6pm. These times become more flexible when approaching important regattas or training milestones. Depending on your age, skills and fitness levels you will be encouraged to attend one or more of these sessions. In the three dark months of winter, you will be invited to attend gym circuit training at QEH School, on Wednesday evenings at 5pm (juniors do not row in the dark). The coaching plans are explained in more detail below.

Note

Please don't come to training if you have been sick in the last 24 hours so you can get better as quickly as possible!

Annual Plan

Below is an Annual plan to help show how the rowing year is split up. The racing year is usually defined from September to August. August tends to be less structured due to holidays and rest periods.

	Objectives	Achieved by
September – December	General Basic Fitness; Improve Boat skills; Establish common technique (British Rowing Technique)	Water Training; Drills and Exercises; gradually increasing the work rate and distance on the water; generally lower stroke rates; some sessions on ergos may be utilized or necessary. Some Head races may also be entered.
January – March	Strength and Conditioning; Speed and Endurance; Further boat skills and technical improvements	Circuit & Ergo Training; Water Training; drills and exercises on the water; increasing the mileage on the water; higher ratings in the boats and ergos. Head races are a feature at this time of the year (distances 3k – 7k).
April – July/August	Speed and Racing Skills	Emphasis on water training; starts; short pieces (250m-2000m); speed bursts; higher ratings. Regatta racing is the main feature of this part of the year (distances 500-2000m).



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Weekly Plan

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
September		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
October	Ergos: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
November	Ergos: 4:30-6:15pm		Circuit Training: QEH 5-6pm		Water: 3:00-4:30pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
December	Ergos: 4:30-6:15pm		Circuit Training: QEH 5-6pm		Water: 3:00-4:30pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
January	Ergos: 4:30-6:15pm		Circuit Training: QEH 5-6pm		Water: 3:00-4:30pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
February	Ergos: 4:30-6:15pm		Circuit Training: QEH 5-6pm		Water: 3:00-4:30pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
March	Ergos: 4:30-6:15pm		Circuit Training: QEH 5-6pm		Water: 3:00-4:30pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
April		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
May		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
June		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
July		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 3:00-6:15pm	Water: 2:00-4:00pm	Water: 12:00-4:30pm
August		Water: 4:30-6:15pm	Water: 4:30-6:15pm	Water: 4:30-6:15pm		Water: 2:00-4:00pm	Water: 12:00-4:30pm

Key:

	Intermediate / Experienced Sessions – number of sessions dependant on age and ability
	Open to all
	Beginner training sessions (3-4:30 Sixth form; 4:30-6:15 11-15yr olds)
	Experienced sessions

Example Session Plans

Land Session: Warm up games; Stretching; 3 x 10 exercise circuit training - 1 minute on each exercise; warm-down & stretching

Water Session: Warm-up jog and stretching; 10k total on the water including: Exercises; 1 x 10 mins rating 22; 1 x 7 mins rating 24; Warm-down & stretching off the water.



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Clothing & Equipment

Dressing for Rowing and Training

It may seem a minor and unimportant issue but being correctly dressed for your sport can save a great deal of time and prevent missed sessions through injury and illness.

Here are some guidelines going from Head to Toe:

Headwear: A lot of body heat can be lost through the head so wearing a hat is important when it is cold, a thin hat is better as it is less likely to cause you to overheat whilst you train. People with hair long enough to cause distraction (need to rearrange it whilst rowing) should tie, pin or restrain it under a cap. When the sun is out a cap or sun hat is vital.

Upper body: The important issues to think about here are practicality and keeping at a comfortable temperature. Both these issues can be dealt with by wearing many thin layers, preferably tight fitting. The reason for this is that close fitting layers will not obstruct your hands around the finish of the stroke (as a Hoody or Sweater will). Layers can also be taken off as you warm up rather than having only the two options that a T-shirt and jumper combination offers. Always tuck tops in, as oil on the boats and ergos will ruin clothes getting stuck in runners during training or racing, and slow you down! When the sun is out keep covered with a light coloured sleeved top, remember the water intensifies the effect of the sun on your skin. Sometimes we may run in the winter for training in the evening. For these sessions always try to wear a white layer on top or even a 'high vis vest' if you have one.

Hands: These should be jewellery free; rings create and encourage blisters. Gloves should be avoided as they decrease your control over the handle. In very cold weather '[pogies](#)' can be worn, these are fleecy mitten type coverings that encase both your hands and the handle providing both warmth and control.

Legs: Tracksuit bottoms should never drag on the ground. As with the upper body the layers principle applies. Leggings will keep you warm throughout the winter and you will never catch your fingers on them when 'tapping down'.

Note

Modern tight fitting sport specific clothing dries very quickly lessening the likelihood of catching a chill from a rain soaked or sweaty cotton top.

Footwear: Everyone without exception must wear trainers designed for sports (running or cross-training preferably). They should also be done up so that the foot is fully supported.

Underwear: Girls, sometimes you are required to run, common sense says wear a sports bra.

Coxes: Always wrap up in many layers, you can always peel them off. Be aware that during the winter the difference in temperature between shade and sun can be very great. Always be prepared for rain



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Accessories: Sunglasses – If you find the sun distracting or it gives you a headache then wear sunglasses (Surprisingly relevant throughout the winter when the sun is low in the sky). Scarves – Errrrrrr NO! (Except for coxes)

Some of the ideas raised here may seem odd (boys in tights) but next time you are at a regatta look at the good athletes. Almost all of them will be wearing clothes as described here. They may look silly initially but in deepest winter or on the hottest June day the priority is staying at the right temperature and ensuring your dress is not going to hinder your rowing.

ALWAYS BRING ALONG A DRY CHANGE OF CLOTHES, A TOWEL, AND A STILL DRINK.

Racing Kit & Club Kit

The standard club kit is the Junior Squad T Shirt, which you will be given once you have handed in your Bank Standing Order form for club subscriptions, and this kit will suffice for your early racing career. As you progress you can invest in all-in-one Lycra in club colours -these are made to order.

All club kit is available by looking on the club website KIT page. As well as the racing kit you will see all sorts of additional training kit like Splash Tops, and Leggings. Once or twice a year the club makes a bulk order and you will be asked to add your requirements.

The club has a Race Entries Secretary and a sophisticated but easy to use system to get people booked for races.

Current Equipment List

Name	Type	Make	Weight
New Dynamic	8x+	Janousek	90kg
Michael Plaisted	8+	Sims	75kg
Shaker Baker	4x/-	Wintech	70kg
David Lund	4+/x+	Swift	70kg
Paula	4+/x+	Stampfli	70kg
Poseidon	4+/x+	Sims	75kg
Water Witch	4+/x+	Janousek	55kg
Malcolm Miller	4+/x+	Wooden	80kg
Wintech	2x	Wintech	75kg
Inch by Inch	2x/-	Swift	60-70kg
Undine	2x	Janousek	55kg
Balifast Boatt	1x	Stelph	60kg
Firefly	1x	Janousek	55kg
Music Man	1x	Wintech	60kg
Nimbus 2000	1x	Wintech	60kg

Membership

City of Bristol RC junior membership is currently £10.50 per month payable by standing order. Membership forms and Standing Order forms are available on the website and from the Club Secretary. Please let us know of any relevant medical problems. This information will be confidential and only passed on to the Welfare Officer and Junior Co-ordinator.



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You will also want to become a member of British Rowing. You can join online or download a membership form from www.britishrowing.org. Once you have joined, British Rowing will write to you every year to remind you to renew your membership. You need to be a member of British Rowing to participate in most races; you also get a monthly magazine and insurance!

Health & Safety

Medical Procedures

When completing a membership form any relevant medical problems should be highlighted. This information will be passed on to the Welfare Officer and the Junior Co-ordinator.

Should any medical problems arise after you have become a member, which may affect your training, rowing or put others at risk, please inform the Welfare Officer or Junior Co-ordinator as soon as possible.

Any significant medical problems will only be raised by the Junior Co-ordinator or Welfare Officer with other Junior Coaches at team meetings, when appropriate.

Capsize Drills and Swim Test

Several times a year we take the whole Junior Squad and some seniors to an indoor pool and teach everyone what to do if your boats tips over – it means you will always be prepared. In addition we do the 100 metre swim test in light clothing.



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Behaviour and Discipline

Being part of the Junior Squad is loads of fun and to keep it that way we have a couple of systems in place to help discourage any unacceptable behaviour.

If athletes do not adhere to the code of conduct whilst at the club, in the near vicinity of the club or representing the club in any way, the coaches on duty can reprimand the offender and if deemed appropriate give out penalties,

For a serious incident or consistent bad behaviour we have a Yellow Card/Red Card rule.

If you are given a Yellow Card you will need to leave the club immediately and miss the rest of your session. We will call your parents to let them know this is what's happening so they can come and get you if necessary.

If you are issued with a red card you will suffer a 1 month suspension from all club events and the club premises. A consultation between the coaches and parents will then take place. Just like in football if the incident is serious enough i.e. the safety or well being of others is put at risk, then we can go straight to a red card.

Codes of Conduct

Code of Conduct for Coaches, Volunteers and Officials

The essence of good ethical conduct and practice is summarized below.

Volunteers must:

- Consider the wellbeing and safety of participants before the development of performance.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Promote the positive aspects of the sport (e.g. fair play).
- Display consistently high standards of behaviour and appearance.
- Follow all guidelines laid down by the national governing body and the club.
- Hold appropriate valid qualifications and insurance cover.
- Coach in accordance with ARA Guidelines
- Never exert undue influence over participants to obtain personal benefit or reward.
- Never condone rule violations, rough play or the use of prohibited substances.
- Encourage participants to value their performances and not just results.



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- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Be respectful of all other club members, their training and their equipment
- Ensure that all incidents or accidents are entered into the club's Accident Report Book.
- Ensure that any damage to boats is reported both to the Junior Coordinator and Club Captain.

Code of Conduct for Members

As a member of City of Bristol Rowing Club you are expected to abide by the following code of conduct:

- All members must play within the rules and respect officials and their decisions.
- All members must respect the rights, dignity and worth of all participants regardless of gender, ability, cultural background or religion.
- Members should keep to agreed timings for training and competitions or inform their coach or the club captain if they are going to be late.
- Members must wear suitable kit for training sessions and approved racing kit for competitions, as agreed with the coach/ club captain.
- Members must pay any fees for training or events promptly.
- Junior members are not allowed to smoke on club premises or whilst representing the club at competitions.
- Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.
- Swearing is not acceptable.
- Be respectful of all other club members, their training, and their equipment
- Report all illnesses or injuries at the earliest opportunity so coaches can adapt the training as required.
- Ensure that all incidents or accidents are entered into the club's Accident Report Book
- Ensure that any damage to boats or equipment is reported to the coach on duty.

Code of Conduct for Parents/Carers

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognize good performance, not just results.
- Never force your child to take part in sport.



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- Set a good example by recognizing fair play and applauding good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgments.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Be respectful of all other club members, their training, and their equipment.
- Report illnesses or injuries so coaches can adapt the training as required.
- You will be responsible for arranging your child's transportation to and from the club.



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Appendix A – City of Bristol Rowing Club Additional Rules

Water Safety Rules

All rowers and beginners at City of Bristol Rowing Club must be in good health and able to swim a minimum of 100 metres in light clothing and shoes. All members of the Club and all newcomers to the Club must sign a declaration that they can swim and return it to the Secretary. Any member of the Committee or coach will have the authority to prevent anyone from going afloat who they believe cannot swim.

Check the Safety Notice Board to confirm if conditions are acceptable for boating.

The Safety Notice board will display any events taking place on that day in the Docks that may restrict rowing. Any Water quality statements will also be found on the board. Long term notices to mariners are displayed on the wall of the changing rooms to the rear of the boathouse

Sign in on the 'Boating Board' prior to departure. We are limited to licenses for 14 rowing boats at any one time. Any further boats on the water are not insured with the Steersperson / Cox personally liable. If 14 boats are out you must wait for a crew to return.

Beginners are only allowed out under the direct control of a qualified coach.

Intermediates are only allowed out under supervision from a qualified coach or experienced senior member of the Club. Duty Member has final say.

Coxes / Steer people are liable for that crew. They must have provided a signed declaration that they have read and understand the [Club Coxing guide](#).

Crews must number off from bow after checking their bow balls, heel restraints, oar and scull buttons and buoyancy compartments. Should a problem exist, the cox/steers will report the damage. No boat is to be used if such a problem exists.

Club Members must sign a declaration that they have read the [Club rules of the water](#) and understand them.