

EASTERN REGIONAL CHAMPIONSHIPS

MIDWAY BEACH, GISBORNE
25-27 JANUARY 2019

BROUGHT TO YOU BY

**TAIRĀWHITI
GISBORNE**

The first light

BUILDING MORE COMPETENT AND CAPABLE LIFEGUARDS

TEAM MANAGER CIRCULAR

Event Overview

The Eastern Regional Championships (ERCs) has a proud history of being not only one of the biggest surf life saving events held in New Zealand, but one of the most competitive. Despite the Eastern Region spanning the Coromandel, Bay of Plenty and Gisborne Local Areas, the event attracts competitors from throughout the country.

ERC's offers almost all of the events available at the New Zealand Championships, drawing upon the best of the best to determine the Eastern Regional Champions and Overall Top Club.

The competition includes a wide variety of events, requiring varying levels of technical skill and physical fitness. With surf and weather conditions constantly changing, the competition has proved to be one of the most exciting competitions of the Surf Life Saving calendar.

Making an appearance at Midway Beach, one of the prestigious anchor venues of the National Championships, we invite you to celebrate the skills and experience of some of Surf Life Saving New Zealand's very best athletes in Gisborne as they compete for their friends and against their fellow athletes.

Team Manager Circular

This document provides you with all the information you need to know as a Team Manager at this event. While it contains the typical logistical information surrounding the event, it also incorporates very important details that a Team Manager must be aware of before attending the event.

Please note that this circular must be read in conjunction with the Entry Circular which outlines further information Team Managers must be aware of prior to entering any competitors into the competition.

Tairāwhiti/Gisborne

Tairāwhiti/Gisborne is proud to sponsor the 2019 Eastern Regional Championships in Gisborne. Surf Life Saving New Zealand is excited to be partnering with Tairāwhiti/Gisborne, showcasing everything that the region has to offer and why Gisborne remains one of the premier National Surf Life Saving Event venues.

Also commonly called East Coast and Eastland, the Tairāwhiti region extends from east of Ōpōtiki in the north to the Mohaka River in the south. What lies between is an almost untouched paradise of spectacular surf beaches, inland wilderness, fertile vineyards and farms, marae and settlements, gorgeous lakes and rivers and Gisborne, a city thriving with cafés, hotels and historic sites.

Explore what the region has to offer at the Tairāwhiti/Gisborne website [here](#).

Important Times

Friday 25 January 2019

Voluntary Scrutineering:	1:00pm – 4:00pm
Team Manager Briefings:	3:45pm and 7:00pm
Start Time:	4:30pm
Prizegiving:	30 minutes after the conclusion of racing
Low Tide:	4:25pm – 0.5m
High Tide:	10:35pm – 2.1m

Saturday 26 January 2019

Canoe Registrations:	7:00am – 7:30am
Voluntary Scrutineering:	7:00am – 8:00am
Start Time:	8:00am
Prizegiving:	30 minutes after the conclusion of racing
Low Tide:	04:46am – 0.4m
High Tide:	11:03am – 2.2m

Sunday 27 January 2019

Voluntary Scrutineering:	7:00am – 8:00am
Start Time:	8:00am
Prizegiving:	30 minutes after the conclusion of racing
Low Tide:	5:41am – 0.4m
High Tide:	11:57pm – 2.1m

Team Manager Briefings

Friday 25 January 2019

Times: 3:45pm and 7:00pm

All Team Manager Briefings will be held at the Midway SLSC.

Please note that the Team Manager Briefing at **3:45pm** on Friday 25 January 2019 is centred upon all those matters relevant to the delivery of the events to be held on that day. Accordingly, only the Team Managers of those clubs which have athletes participating in these events are required to attend.

The Team Manager Briefing at **7:00pm** on Friday 25 January 2019 is significantly more comprehensive, with all Team Managers required to attend.

Team Declaration Form

A Team Declaration Form must be submitted to Event Management during or prior to the Team Meeting. The form can be found in **Appendix One** of this circular.

Boat and Canoe Registration

All Canoes must register in order to race.

All Canoe crews must register either at the Team Manager meeting on Friday afternoon or in the Canoe Arena prior to 7:00am for the respective day of racing.

Code of Conduct

Event Management reserves the right to exclude competitors from further competition for poor or 'un-sportsperson like' behaviour. This also applies to parents, team managers and supporters.

The team managers are directly responsible for the conduct of all person, from their club, attending this championship event. We encourage you to ensure that the culture you create within your team is one that embraces the values espoused by SLSNZ.

To view the SLSNZ Code of Conduct click [here](#).

Ironperson and Taplin Draw

The order of disciplines within the Ironperson and Taplin events will be determined at the Team Manager Meeting on Friday afternoon.

Security

Roaming security will be on each night Friday to Monday from 7:00pm – 6:00am but ensure marquees are closed down and / or valuables removed. Any items outside the marquees will be collected up each night and put into lost property at the Event Management Office.

Scrutineering

Voluntary scrutineering facilities will be available at the following times:

Friday 25 January 2019:	1:00pm – 4:00pm
Saturday 26 January 2019:	7:00am – 8:00am
Sunday 27 January 2019:	7:00am – 8:00am

While scrutineering will not be compulsory for all equipment, Event Management reserves the right to conduct spot checks of equipment at any time at the event.

Scrutineering will be conducted in accordance with the [SLSNZ Equipment Specifications Manual](#) and [SLSNZ Sport Circular – 18-SC02](#).

In accordance with

Please be aware that there may be delays during this process and club cooperation is greatly appreciated.

Surf Officials Ratio

Pursuant to SLSNZ Surf Sport Policy SS-002 (Surf Officials Ratio), each club is required to provide one official for every 10 athletes entered into the event. The names and contact details of these officials must be provided via the online entry system prior to the close of entries.

The ratio will be strictly enforced and clubs may not be allowed to compete if their Officials are not at the appropriate Officials Briefings.

Team Changes

Any team changes from those entered at the close of entries must be provided to the administration team by 8.00am on Friday 25 January 2019. Any subsequent changes from this time will be considered under the 50% Rule Change (Rule 1.17 (b)).

The Team Change form is attached as [Appendix Two](#). Should a team change be required during the event this must be provided in writing on the 'Team Change' form and lodged with the administration team by the club team manager prior to the commencement of the specified event.

Radio-Frequency Identification Tags

RFID tags will be used at the 2019 Eastern Regional Championships.

SLSNZ has been investigating the use of Radio-frequency identification (RFID) as a means to assist with the monitoring of athletes during some SLSNZ events, particularly large events.

The potential benefits of using RFID tags include increased efficiency when marshalling large numbers of athlete, e.g. Oceans and National Championships events. RFID technology will also assist us to accurately monitor athletes entering and exiting water events, the benefits of which are obvious.

The laundry tags will require either a pouch (50mm x 50mm) on the inside front left shoulder of competitor's vests. Alternatively, they can be fastened to the inside of a swim suit (either at the front left of the hip or to the front inside of the left shoulder strap) using a heat seal patch, sewing them in using a fabric patch, or by inserting them into a seam on the front of the left hip or shoulder.

Those athletes that were issued RFID tags last season must ensure that the same tag/vest is worn at this event. Athletes not present at ERCs or the National Championships last season will be issued with an RFID tag prior to the event. However, Team managers must complete an online form here by the close of entries to ensure any additional Tags required are posted in advance of the event. This tag must be either placed inside the pocket of new vests and sewn closed, or have a material patch sewn around the RFID tag to hold it in place under the left front shoulder strap of vests.

Alternatively, contact Ross Merrett, Sport Development Officer, via ross.merrett@surflifesaving.org.nz.

Canoe Competitors

RFID Tags are not required to worn by Canoe Competitors.

Event Safety

Competition Safety Plan

The Competition Safety Plan will be made available through the website [here](#) prior to the event commencing. The document is also available for viewing in the Event Management Area during the event. The missing person at sea reflex tasking can be found in [Appendix Two](#) of the entry circular.

Competition Safety Vests

The wearing of high visibility vests will be mandatory at this event. Supplying safety vests is a club responsibility and must be in line with the SLSNZ guidelines for safety vests. This information can be found [here](#).

Equipment Identification

Every small craft must be labelled with the name of the club, clearly visible, handwritten or a decal. This would preferably be located between the front handles of paddle boards and in the front of the footstraps for surf skis. This will aid in the immediate identification of an athlete or team if lost equipment is washed into the beach. It will also assist in identifying clubs who are required to move equipment in the event of a shift in Arena Location.

Parent, Guardian, Coach, Team Manager and Club Obligations

It is the responsibility of clubs, through their coaches and manager, to ensure that each individual competitor is competent to **safely** compete in the conditions that prevail on any given day.

It is therefore the clubs responsibility to ensure that competitors who are not yet competent to compete in the prevailing conditions are withdrawn from an event rather than expose them to unnecessary risk or potential harm by encouraging or coercing competitors to compete, particularly against their will. Please refer to statement (e) of the **Agreement to be bound by the Manual** section of the **Surf Sports Competition Manual**. The Manual can be found [here](#).

It is the expectation of the organisers that all clubs will only permit competent competitors to compete in an event.

Warm Up on Friday 25 January 2019

Please note that all SLSNZ rules and regulations apply on Friday 25 January 2019, as they do during the event. Please ensure compliance and follow the instructions of Event Management Staff.

Communications

Team Manager contact details must be entered through the online entry system prior to entries closing to ensure clubs receive any future information surrounding the event.

The overall Team Manager will receive notifications via the etxt system in advance and during the event. This is to ensure they are provided with prompt notification of any developments related to the event at all times.

The release of any further information will be sent directly to the Overall Team Managers entered through the online entry system.

Gear Trailers

Gear trailers may be dropped off from 8:00am on Friday 25 January 2019.

Centennial Marine Drive will be closed for the duration of the event. Access is restricted to vehicles towing gear trailers.

Surf boat and canoe gear trailers should be dropped off in the grassed area located directly behind the surf boat and canoe arena. They will then be picked up by tractors to be taken on to the beach. Should there not be a member of the work party at the time of your drop-off, please ensure that you make contact with them (or Alan Coates directly on 027 867 5078) to advise that your trailer is awaiting transport onto the beach. All surf boat and canoe gear trailers will be placed above the high tide mark on the beach in the surf boat and canoe arena.

Should any club wish to arrive before or after the designated time, please contact Alan Coates directly on 027 867 5078 to arrange for your gear to be transported on to the beach.

On Sunday, team managers are to advise Alan Coates when they are ready to have their gear trailer removed from the beach. Vehicles must be ready in the grassed area to take the trailer off the tractor.

Key Personnel

Event Manager:	Mark Inglis
Event Referee:	Bruce Matheson
Event Safety Officer:	Chris Emmett

Key Contact

If you have any queries or concerns, please feel free to contact the Event Assistant.

Scott Bicknell
Event Assistant
Eastern Regional Championships
Surf Life Saving New Zealand

m 027 327 7339
e scott.bicknell@surflifesaving.org.nz

Club Entry and Team Declaration Form

This form must be completed by the Club appointed 'Team Manager' for all New Zealand Championship Events.

I (name of Team Manager) agree that by signing this form I am authorised by (name of Club) to complete this form on behalf of the Club, and the individual members of my Club who wish to enter these Championships.

I agree that, my Club, the individual members of my Club who enter these Championships, and I, will comply with the following rules which apply to these Championships:

- The SLSNZ Constitution and Regulations
- The SLSNZ Surf Sport Competition Manual
- The SLSNZ Equipment Specification Manual
- The terms and conditions of the event as set out in the event entry information pack
- The SLSNZ Code of Conduct

All documents are available to be downloaded from the SLSNZ website www.surflifesaving.org.nz

I acknowledge and accept that as Team Manager I assume responsibility on behalf of my Club for:

1. The conduct of all members of my Club who are entered to compete in these Championships for the duration of the time it takes to travel to the Championships, at the Championships and travel home following the Championships.
2. Attending the pre-event Team Managers meeting.
3. To provide a copy of the SLSNZ Code of Conduct to each member of the team (Coach and Competitors).
4. To return the accommodation report form.

It is also a term of entry to these Championships that the Team Manager, Club and competitors agree to being photographed, filmed, videoed or to have their image recorded in any way in the period from the commencement of the championships until the award ceremony after the Championships, and that SLSNZ may use any such imagery in connection with the future promotion of these Championships or other SLSNZ events held. Participants are entitled to request access to such images and to take copies of them at their cost.

I understand that should any member of my Club, or I, breach any of the rules listed above in relation to these Championships, that the Club, and/or myself and/or the individual members of the Club may be disciplined by my Club and/or SLSNZ.

Signed Club Team Manager Date.....

Signed..... Club Chairman (or similar) Date.....



