



# BP SURF RESCUE NORTH ISLAND CHAMPIONSHIPS

WAIKANAE BEACH  
13-14 FEBRUARY 2021

BUILDING MORE COMPETENT AND CAPABLE LIFEGUARDS

TEAM MANAGER CIRCULAR  
SURF LIFE SAVING NEW ZEALAND



## Event Overview

The BP Surf Rescue North Island Championships has a proud history of being one filled with hard, fast, and action-packed racing. The second largest Inflatable Rescue Boat racing competition on the Surf Life Saving calendar, crews from throughout the country will line up to showcase their surf skills, fitness and experience amongst their peers.

The competition includes several 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 its first appearance at Waikanae Beach, we invite you to celebrate the skills and experience of some of Surf Life Saving New Zealand's very best IRB Crews 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 the BP Surf Rescue North Island Championships. 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.

## Important Times

### Friday 12 February 2021

Scrutineering: 10:30am – 5:30pm  
Team Managers Meeting: 7:30pm (Waikanae SLSC)

### Saturday 13 February 2021

Fuel Distribution: 6:30am – 8:00am  
Start Time: 8:00am  
Prizegiving: 30 minutes after the conclusion of racing  
High Tide: 0817 hrs – 1.9m  
Low Tide: 1432 hrs – 0.6m

### Sunday 14 February 2021

Fuel Distribution: 6:30am – 8:00am  
Start Time: 8:00am  
Prizegiving: 30 minutes after the conclusion of racing  
High Tide: 0901 hrs – 1.95m  
Low Tide: 1518 hrs – 0.6m

## 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 and online [here](#).

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## Scrutineering

Scrutineering will be carried out beside the Waikanae SLSC between 10:30am and 5:30pm on Friday 12 February 2021. Please follow the instructions of the scrutineering team to ensure that this critical safety compliance check is completed. You can find a full Scrutineering Check Sheet on the SLSNZ website [here](#).

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

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## Event Programming

The Draft Programme can be found in [Appendix Two](#) of this entry circular. Please note that the Draft Programme is subject to change due to a dependence upon the number of entries and surf/weather conditions.

The event draw will be available online [here](#) from 12:00pm Friday 12 February 2021. No paper copies will be made available. Please note that lane draws may change during the event as a result of scratchings.

## NZ Offshore Powerboat Championship

**Please note:** due to a venue booking oversight, Gisborne District Council have allowed Round 1 of the NZ Offshore Powerboat Championship to be held at the same venue over the same weekend. SLSNZ have been in discussions with the Managers of this event, and they have assured us that racing will only take place for 1 hour on Saturday (12 noon to 1pm) and 1 hour on Sunday (11am to 12 noon)

We have assessed their Site plan and Race course, which calls for a very tight turn down into the Waikanae Beach corner. We will assess the distance off our Arena that the turns will be made, and if we have any safety concerns at all, we will halt racing until we feel it is safe to resume.

Given the current levels of entries, we feel that this any stoppages will be manageable with the current programme.

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## Results

Results will be available online [here](#) as events are completed.

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## Site Plan

The draft Site Plan can be found in [Appendix Four](#) of this entry circular. Please note that the Site Plan is subject to change due to a dependence upon the number of entries and surf/weather conditions.

## Event Safety

### Pre-Existing Medical Conditions

All participants and officials with a pre-existing medical condition must complete and submit a 'Pre-Existing Medical Conditions Declaration' form prior to the close of entries. These forms are to be submitted to the Event Manager: email to [mark.inglis@surflifesaving.org.nz](mailto:mark.inglis@surflifesaving.org.nz). Participants are encouraged to submit these as early as possible. Once submitted, the forms will be reviewed by SLSNZ and a decision will be made on whether a 'Competitor Waiver' form is required to be completed.

These forms are available through the website [here](#).

### 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 Three](#) of this entry circular.

### Personal Floatation Device and Safety Vests

As per Rule 9.1.1 b :Personal Floatation Device (PFD) are compulsory for all IRB drivers, crew person and patients in Competition and Competition training except for the tube rescue Race patients who will be required to wear a high visibility vest and continue to be clipped in the rescue tube while in the boat.

### Warm Up on Friday 12<sup>th</sup> February 2021

Please note that all SLSNZ rules and regulations apply on Friday 12<sup>th</sup> February 2021, as they do during the event. Please ensure compliance and follow the instructions of Event Management Staff.

### Return to Shore Procedure

Situations have arisen in past events where craft and or people have been stranded on the IRB race course in the direct path of rapidly approaching IRB crews, whom are unaware of the hazard that lies ahead due to the inability to see the stranded craft/person due to sea conditions, which poses significant risk to people and craft.

The purpose of this procedure is to put in place systems to help identify these situations and immediately draw competitor's attention to the need to immediately 'throttle back' and precede with caution, in order to prevent potential collisions and harm to people and craft.

1. **EMC/nominated officials** - Upon identifying that a person and or craft are stranded within the race arena, the following actions must be implemented as soon as practicable.
  - a. Have the starter activate the all-round RED flashing light atop of the starter pole.
  - b. Raise and wave a RED flag on shore in the affected lane, in direct line of sight of the returning IRB Driver.
  - c. Raise and wave a RED flag from an attending water safety craft.
2. **Drivers** – Upon sighting the red flashing light or waving of a red flag, drivers must throttle back and proceed to shore, unless directed to provide assistance by the designated water safety crew.

## COVID Measures / Precautions

The event Management will look to implement the Event Sector Voluntary Code. This Event Sector Voluntary Code outlines a high-level overview of what the event sector can do to safely deliver events. The Code provides best practice expectations on running events and is based on Ministry of Health guidance to reduce COVID-19 related risks.

The Event Organisers would suggest members associated with this event:

• **Stay home if you are unwell and call Healthline (for free) on 0800 358 5453 or your health care provider if you think you have symptoms of COVID-19.**

• **Follow basic hygiene measures at the event:**

– Hand hygiene – frequently wash your hands for a minimum of 20 seconds, then dry them thoroughly. If you are unable to access soap and water, use an alcohol-based hand sanitiser containing at least 60% alcohol. If using sanitiser, ensure that you use enough to cover your hands and rub hands together until dry.

– Cough and sneeze etiquette – sneezing or coughing into the crook of your elbow or covering coughs and sneezes with a tissue, then putting the tissue in a bin and cleaning your hands (as above).

– Avoiding touching your face – hard surfaces can be contaminated with infectious droplets. Hands can be contaminated after contact with these surfaces. If you need to touch your face, clean your hands first.

– Cleaning surfaces and frequently touched items – clean high-touch surfaces and items (for example door handles and phones) frequently with an appropriate cleaning solution to reduce transmission of germs in general.

– Physical distancing – When physical distancing isn't a requirement, you can still play it safe by continuing to keep a distance from people you do not know. Use your judgement. This will help to minimise the spread of COVID-19 if community transmission returns.

### Changes in COVID Alert Levels.

#### Public Events at Alert Level 2

If Level 2 were imposed countrywide, restricting gatherings to 100 persons, the event management would look to run the event over two separate days, split either by Age Group and Gender, dependant on entry numbers. We would then ask that support crews and spectators maintain their own distinct bubble separate to the competitors.

#### Public Events at Alert Level 3

At Alert Level 3 gatherings of any size are cancelled and public venues are closed. Gatherings such as concerts and sporting events pose a high risk for transmission of infectious diseases.

## Communications

Event Management utilise a variety of tools to keep you updated with the latest event information and news. These include:

[The SLSNZ Event Calendar](#)

[Facebook](#)

[Twitter](#)

[Instagram](#)

Please note that the SLSNZ Website will provide the latest event information at all times.

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## Key Contact

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

Mark Inglis  
National Event Manager  
Surf Life Saving New Zealand

m 027 457 1021

e [Mark.inglis@surflifesaving.org.nz](mailto:Mark.inglis@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 Circular pack
- The SLSNZ Code of Conduct

All documents are available to be downloaded from the SLSNZ website ([www.surflifesaving.org.nz](http://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.....

## Draft Programme

**Saturday 13<sup>th</sup> February 2021**

Start Time: 8:00am  
 Potential hold in Racing 12 noon to 1pm  
 Prizegiving: 30 minutes after the conclusion of racing  
 High Tide: 0817 hrs – 1.9m  
 Low Tide: 1432 hrs – 0.6m

Water Arena	# Races approx..	Progressions
<b>Mass Rescue</b>		
U19 Female – Heats (11)	2	1-3 to A Final / 4-6 to B Final
U19 Male – Heats (9)	2	1-3 to A Final / 4-6 to B Final
U23 Female - Round 1 (4)	1	
U23 Male – Heats (13)	2	1-3 to A Final / 4-6 to B Final
Open Female – Heats (8)	2	1-3 to A Final / 4-6 to B Final
Open Male – Heats (14)	2	1-3 to A Final / 4-6 to B Final
U19 Female - B Final	1	
U19 Male – B Final	1	
U23 Female - Round 2	1	
U23 Male – B Final	1	
Open Female - B Final	1	
Open Male – B Final	1	
U19 Female - A Final	1	
U19 Male – A Final	1	
U23 Female - Round 3	1	
U23 Male – A Final	1	
Open Female - A Final	1	
Open Male – A Final	1	
<b>Tube Rescue</b>		
U19 Female – Heats (11)	2	1-3 to A Final / 4-6 to B Final
U19 Male – Heats (9)	2	1-3 to A Final / 4-6 to B Final
U23 Female - Round 1 (4)	1	
U23 Male – Heats (13)	2	1-3 to A Final / 4-6 to B Final
Open Female – Round 1 (7)	1	
Open Male – Heats (14)	2	1-3 to A Final / 4-6 to B Final
U19 Female – Heats (11)	2	1-3 to A Final / 4-6 to B Final





<b>Water Arena</b>	<b># Races Approx.</b>	<b>Progressions</b>
<b>Tube Rescue- continued</b>		
U19 Female - B Final	1	
U19 Male – B Final	1	
U23 Female - Round 2	1	
U23 Male – B Final	1	
Open Female - Round 2	1	
Open Male – B Final	1	
U19 Female - A Final	1	
U19 Male – A Final	1	
U23 Female - Round 3	1	
U23 Male – A Final	1	
Open Female - Round 3	1	
Open Male – A Final	1	
<b>Teams Race</b>		
Open Female – Heats (8)	2	1-3 to Final (Sunday)
Open Male – Heats (12)	2	1-3 to Final (Sunday)

**Sunday 14 February 2021**

Start Time: 8:00am  
 Prizegiving: 30 minutes after the conclusion of racing  
 High Tide: 0901 hrs – 1.95m  
 Low Tide: 1518 hrs –0.6m

<b>Water Arena</b>	<b># Races Approx.</b>	<b>Progression</b>
<b>Assembly Rescue</b>		
U19 Female – Heats (11)	2	1-3 to A Final / 4-6 to B Final
U19 Male – Heats (9)	2	1-3 to A Final / 4-6 to B Final
U23 Female - Round 1 (4)	1	
U23 Male – Heats (13)	2	1-3 to A Final / 4-6 to B Final
Open Female – Heats (8)	2	1-3 to A Final / 4-6 to B Final
Open Male – Heats (14)	2	1-3 to A Final / 4-6 to B Final
U19 Female - B Final	1	
U19 Male – B Final	1	
U23 Female - Round 2	1	
U23 Male – B Final	1	
Open Female - B Final	1	
Open Male – B Final	1	
U19 Female - A Final	1	
U19 Male – A Final	1	
U23 Female - Round 3	1	
U23 Male – A Final	1	
Open Female - A Final	1	
Open Male – A Final	1	
<b>Single Rescue</b>		
U19 Female – Heats (11)	2	1-3 to A Final / 4-6 to B Final
U19 Male – Heats (9)	2	1-3 to A Final / 4-6 to B Final
U23 Female - Round 1 (4)	1	
U23 Male – Heats (13)	2	1-3 to A Final / 4-6 to B Final
Open Female – Heats (8)	2	1-3 to A Final / 4-6 to B Final
Open Male – Heats (14)	2	1-3 to A Final / 4-6 to B Final



<b>Water Arena</b>	<b># Races Approx.</b>	<b>Progression</b>
<b>Single Rescue- continued</b>		
U19 Female - B Final	1	
U19 Male – B Final	1	
U23 Female - Round 2	1	
U23 Male – B Final	1	
Open Female - B Final	1	
Open Male – B Final	1	
U19 Female - A Final	1	
U19 Male – A Final	1	
U23 Female - Round 3	1	
U23 Male – A Final	1	
Open Female - A Final	1	
Open Male – A Final	1	
<b>Teams Race</b>		
Open Female –Final	1	
Open Male –Final	1	

## Missing Person at Sea - Officials Reflex Tasks

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

**OFFICIALS'** response and responsibilities.

1. Immediately close and clear the water arena of competitors and craft, by...
2. The continuous sounding of air horns & whistles, and waving of flags to competitors, until all competitors are out the water.
3. With the assistance of supporters immediately clear competitor's equipment from the beach within the affected arena/s then keep supporters and all competitors, who are **not** part of the competitor search party (CSP), out of the affected arena/s.
4. Arena Referees (AR) with assistance of officials and team managers/coaches, assemble the designated CSP into orderly lines, with fins & goggles/masks, ensuring each are "buddied up," and with lifeguard (LG) support, (preferably 1X10). LGs must have fins and a tube.
5. Arena Referees (AR) to 'standby' on their allocated radio channels for instructions from the Event Safety Officer (ESO) who will confirm the location and timing for the deployment of the CSPs.
6. When requested, deploy the CSP to sea, then observe and monitor progress of the CSP and their safety. AR to provide feedback to ESO only where necessary and only as radio traffic permits. AR should continue to 'standby' their radios for further information and instructions.
7. Officials may be called upon by the ESO to call for volunteers, (qualified LGs, whom are competent swimmers, and whom have fins, goggles/mask, and preferably a wetsuit vest) from supporters, who are able and willing to take part in the search upon completion of a suitable briefing, to form supporters search parties (SSP). Officials may only deploy SSP after cleared to do so by the ESO or their delegate, and only when the ESO or their delegate is satisfied that the SSP have been adequately briefed of their roles, safety procedures, and the potential hazards and risks.

## Missing Person at Sea - Managers/Coaches Reflex Tasks

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**

**TEAM MANAGERS/COACHES'** response and responsibilities.

1. Team managers to check that their competitors are all accounted for.
2. Assign only competent lifeguards (LG) to the competitor search party (CSP) with fins and goggles/masks, and direct them to their Coach or Arena Referees (AR) in the affected arena/s.
3. Coaches to report immediately to the AR in their assigned arena and organise their CSP in line/s, ensuring that they are 'paired up' while awaiting instructions from the AR.
4. CSP should be sorted into lines with the most capable athletes closest to the water and least capable furthest from to the water. Coaches to remind CSP that when in the water, searchers will take turns at diving under water to search, while the their buddy makes sure they are safe and that their buddy returns to the surface.
5. Coaches/Team managers must should know the number and names of their CSP prior to entering the water and ensure that they are all accounted for prior to leaving the water and or search party.
6. Team Managers/Coaches and the CSP must follow the instructions of the AR and officials at all times to ensure that the search is implemented in a coordinated manner. If competitors do not feel confident or capable of implementing a search they must withdraw from the CSP, ensuring that they notify their buddy and coach/team manager before leaving the water and or CSP.

## Missing Person at Sea - [Supporters Reflex Tasks](#)

The continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

**SUPPORTERS'** response and responsibilities.

1. Immediately leave the beach area closest to the water, taking all equipment that you can, to provide clear open access to the water arena by officials and search parties.
2. Only re-enter the arena area, if required, to continue to remove craft and equipment from the arena.
3. Then please remain outside the arena and the designated search zone until instructed or permitted to do so by officials or an announcement by the event management group over the public address system.
4. If you are a qualified and refreshed lifeguard, a competent swimmer, and have fins and goggles/mask with you, and preferably a wetsuit vest, you may wish to consider making yourself available, to join a support search party. If you meet all these requirements, please report to an official in the affected arena/s with the equipment detailed above, and follow their instructions as directed.

## Missing Person at Sea - [IRB Reflex Tasks](#)

Upon hearing rescue, rescue, rescue or the continuous sounding of air horns & whistles, and waving of flags to competitors, **confirms** that a **competitor is missing at sea**.

**IRB CREWS'** response and responsibilities.

1. **One crew** to immediately return to shore and pick up the LKP (pink) buoy and place this at the **Last Known Position** of the missing person.
2. Once the LKP is in the correct position, the crew person must enter the water with life jacket, at the LKP, and allow themselves to drift in the direction of the prevailing current, while maintaining their distance from the shoreline.
1. **All other Crews** - Immediately remove all competitors from all arenas, regardless of the race completion.
2. Position the IRBs on the ocean side of the break zone and LKP and stand by on your assigned radio channel for further instructions.
3. Monitor progress of the competitor search party in the water, and provide immediate assistance if required.
4. If the missing person is found, immediately return to the designated position on shore. The Tower.

## Site Plan – Waikanae Beach



1.5m tall inflatable buoys to identify completion arena

## ALTERNATIVE COMPETITION SITE PLAN A - WAIPAQA RIVER MOUTH AREA

13-14 FEBRUARY 2020, GISBORNE, [LINK TO MAP](#)

Postponements/Backup Venue: For the safety of all competitors, this event will not be able to be run in certain weather/swell conditions. For that reason we will have to have two viable back up venues, where the conditions may be safer to race. One backup venue is Waipaoa River Mouth area. Any postponements or venue changes will be communicated through Team Manager to inform their teams.





## ALTERNATIVE COMPETITION SITE PLAN B - TOLAGA BAY

Backup venue B is Tolaga Bay. Any postponements or venue changes will be communicated through Team Manager to inform their teams.

