



SURF LIFE SAVING[®]
NEW ZEALAND



TEAM MANAGER CIRCULAR

2023 BP SURF RESCUE
SOUTH ISLAND
CHAMPIONSHIPS

Saturday 25th March, 2023
Waikouaiti Beach, Otago

Event Overview

The bp Surf Rescue South Island Championships has a proud history of being one filled with hard, fast, and action-packed racing. The third 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. This action packed day will be held at Waikouaiti beach in Otago.

This document provides you with all the information you need to know in order to enter this event. While it contains the typical logistical information surrounding the event, it also incorporates very important details that a parent and/or guardian must be aware of before entering their child into this event.

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

Tuesday 21st March 2023

Team Managers Online Briefing: 5:30pm (via Microsoft Teams)

Saturday 25th March 2023

Team Managers Meeting:	8:15am
Officials Meeting:	8:25am
Marshalling Start Time:	8:50am
Start Time:	9:00am
Prize Giving:	30 minutes after the last race.
High Tide:	6:33am (1.98m)
Low Tide:	12:47pm

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](#).

Scrutineering

David Clarke will be undertaking scrutineering for all IRB used for this event.

Otago Clubs – David will be in contact with you to get scrutineering completed on Thursday evening after work. Please ensure all equipment (Hulls and Engines) are readily available for him to do.

Christchurch/Tasman Clubs – David will complete your scrutineering on Friday evening, and catch up on any leftovers on Saturday morning prior to racing. These will be completed from 5:00pm onwards on Friday.

Please send me where you, and your boats will be Friday evening (accom) and David will come to you.

To ensure you have everything you need, use the check sheet when packing.

This can be found here:

https://www.surflifesaving.org.nz/media/997205/slsnz_irb-scrutineer-check-sheet-updated.pdf

Please note that IRB Hulls & Engines purchased via Government Funding **cannot** be used for sport, and racing.

Fuel

Clubs are to supply their own fuel for this event. This must be standard mix, and if required, spot checks will be completed at the event.

Use of non-accepted fuel will result in clubs being removed from the event, and club points and medals taken away.

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 Monday 20th March, 2023. A spreadsheet version will be sent to clubs at the same time. Please note that lane draws may change during the event as a result of scratchings.

Results

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

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.

Vehicles on the Beach

Due to the event application and consent through the Dunedin City Council. There are to be no vehicles on the beach at any time except the SLSNZ Utes and ATV. IRB Gear Trailers can be dropped off in the pick-up arena in the Site Plan in Appendix Four and will be bought on by the ATV from here.

Any equipment clubs wish to taken down must be secured on club trailers.

Fuel

Clubs are to supply their own fuel for this event. This must be standard mix, and if required, spot checks will be completed at the event.

Use of non-accepted fuel will result in clubs being removed from the event, and club points and medals taken away.

Media Accreditation

Any club photographers, or videographers who wish to take photos or videos of this event, must complete a Media Accreditation Form and return to Luke by Wednesday 22nd March.

This can be found on the SLSNZ Website:

<https://www.surflifesaving.org.nz/calendar/2023/march/2023-bp-surf-rescue-south-island-championships>

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 Luke.Smith@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 document is 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.

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. Raise and wave a RED flag on shore in the affected lane, in direct line of sight of the returning IRB Driver.
 - b. Raise and wave a RED flag from an attending water safety craft.
2. **Drivers** – Upon sighting the waving of a red flag, drivers must throttle back and proceed to shore, unless directed to provide assistance by the designated water safety crew.



SURF LIFE SAVING®
NEW ZEALAND

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](#)

TeamReach

Group Code: **SIIRBS2023**

Key Contact

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

Luke Smith
Sport Manager – Southern Region
Surf Life Saving New Zealand

m 021 190 1432
e Luke.smith@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)

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 25th March 2023

Team Managers Meeting: 8:15am
 Officials Meeting: 8:30am
 Start Time: 9:00am
 Prizegiving: 30 minutes after the conclusion of racing
 High Tide: 0633 hrs – 1.98m
 Low Tide: 1247 hrs

IRB Arena	Progressions
U23 Mens - Mass Rescue (HEATS)	2 x Heats of 4, Top 3 through
Open Mens - Mass Rescue (HEATS)	2 x Heats of 4, Top 3 through
U19 Mens - Mass Rescue	
U19 Womens - Mass Rescue	
U23 Mens - Mass Rescue (FINAL)	
U23 Womens - Mass Rescue	
Open Mens - Mass Rescue (FINAL)	
Open Womens - Mass Rescue	
Open Mens - Tube Rescue (HEATS)	2 x Heats of 4, Top 3 through
U19 Mens - Tube Rescue	
U19 Womens - Tube Rescue	
U23 Mens - Tube Rescue	
U23 Womens - Tube Rescue	
Open Mens - Tube Rescue (FINAL)	
Open Womens - Tube Rescue	
U23 Mens - Assembly Rescue (HEATS)	2 x Heats of 4, Top 3 through
Open Mens - Assembly Rescue (HEATS)	2 x Heats of 4, Top 3 through
U19 Mens - Assembly Rescue	
U19 Womens - Assembly Rescue	
U23 Mens - Assembly Rescue (FINAL)	
U23 Womens - Assembly Rescue	
Open Mens - Assembly Rescue (FINAL)	
Open Womens - Assembly Rescue	
U23 Mens - Single Rescue (HEATS)	2 x Heats of 4, Top 3 through
Open Mens - Single Rescue (HEATS)	2 x Heats of 4, Top 3 through
U19 Mens - Single Rescue	
U19 Womens - Single Rescue	
U23 Mens - Single Rescue (FINAL)	
U23 Womens - Single Rescue	
Open Mens - Single Rescue (FINAL)	
Open Womens - Single Rescue	
Open Mens - Teams Race	
Open Womens - Teams Race	

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 – Waikouaiti Beach

