

POCKET GUIDE

TASMANIA
AUSTRALIAN
ROWING
CHAMPIONSHIPS
24 - 30 MARCH 2025



Welcome

Welcome to the 2025 Australian Rowing Championships #ARC25 at beautiful Lake Barrington in Tasmania, home of the 1990 World Rowing Championships and the heartbeat of Australian rowing for the next week.

We are all so excited to return to this stunning part of the country to celebrate all that is great about our sport and welcome clubs, schools, athletes, officials and volunteers from all corners of the nation.

If you are a regular volunteer at our national regatta, welcome back and thank you for the support. If this is your first event, we hope it is the start of a long love affair with one of Australia's iconic national championships.

You will see iconic clubs, schools with rich traditions, current Rowsellas - and the Rowsellas who may well fill our green and gold boats in Brisbane in 2032. And we couldn't do any of it without your help, guidance, expertise and support.

On behalf of Rowing Australia, it is my honour to thank the small army of volunteers who have worked so hard to bring this regatta to life, and who will be donating their time to make it such a memorable week. Sport relies on the generosity and passion of its volunteers and we are grateful you have chosen to donate your time - it makes everything tick.

We want you to be safe and enjoy the week, so please take the chance to familiarise yourself with all emergency, health and safety procedures and protocols. If you do have any questions, please ask a member of the events team.

Thank you once again for volunteering at the 2025 Australian Rowing Championships. I look forward to seeing you all on the ground as we deliver another superb regatta.

Sarah Cook OLY
Chief Executive Officer, Rowing Australia

TASMANIA **AUSTRALIAN
ROWING
CHAMPIONSHIPS**
24 – 30 MARCH 2025



Table of Contents

Welcome	1
PART 1 EVENT OVERVIEW	5
1. GENERAL EVENT INFORMATION	6
1.1 ARC 2025	6
1.2 Rowing Australia	7
1.4 Event Site.....	8
1.5 Event Dates and Times	9
1.6 Event Schedule	11
1.7 Functions	11
1.8 Regatta Village.....	12
2. VENUE ACCESS AND TICKETING	13
2.1 Venue Address	13
2.2 Accreditation	13
2.3 Car Parking	14
2.4 Transport.....	14
2.5 Accessibility Requirements	15
2.6 Ticketing	15
2.7 Food and Beverages	16
2.8 Key Locations on Venue	16
3. OPERATIONAL GUIDELINES.....	20
3.1 Working On Site	20

3.2	Occupational Health & Safety (Work Health and Safety)	21
3.3	Important Phone Numbers	22
3.4	Lost and Found	23
3.5	Lost person	23
3.6	Emergency and Incident Response Procedures	23
3.7	Communications and Event Control	26
3.8	Using a Radio	27
3.9	Communicating with Visitors	30
	• Vision Impairments.	30
	• Hearing Impairments.	30
	• Mobility Impairments.	30
	• Intellectual Impairments.	30
	• English as an Additional Language or Dialect.	30
3.10	Dealing with the Media	31
PART 2 VOLUNTEER ROLES & FAQS		32
1.	VOLUNTEER TEAM	33
1.1	Spectator Services Roles	33
1.2	Rowing Related Roles	33
1.3	Operational Roles	34
1.4	Specialised Roles	35
2.	FREQUENTLY ASKED QUESTIONS.	35
2.1	Questions	36
PART 3 CONTACT		39
1.	CONTACT CHANNELS	40
1.1	Website	40
1.2	Social Media	40
2.	COMPLAINTS	41
3.	ROWING AUSTRALIA CONTACT DETAILS	41
PART 4 TERMS & CONDITIONS		42
1.	ARC 2025 CONDITIONS OF ENTRY	43

2. LAKE BARRINGTON VENUE CONDITIONS OF ENTRY ...	44
3. ARC EVENT PARTNERS	49
PART 5 FORMS & MAPS	50
1. Incident Report Form	51
2. Rowing Terminology.....	54
3. Venue Maps.....	58
PART 6 INDEX	60

PART 1

EVENT

OVERVIEW

TASMANIA AUSTRALIAN
ROWING
CHAMPIONSHIPS
24 – 30 MARCH 2025



1. GENERAL EVENT INFORMATION

1.1 ARC 2025

The Australian Rowing Championship features a week-long regatta with the nation's best rowers competing in over 100 events. This includes the Australian Open Rowing Championships, Australian Open Schools Rowing Championships and the King's and Queen's Cups Interstate Regatta where athletes from across the country compete to be crowned the best in the country in their respective boat classes.

The ARC is an annual event which is held in different host states annually. In 2025, the ARC will be held at Lake Barrington International Rowing Course in Tasmania. The event has been held previously at the below locations:

- 2024 ARC – Sydney International Regatta Centre, NSW
- 2023 ARC – Champion Lakes Regatta Centre, WA
- 2022 ARC – Nagambie Lakes Regatta Centre, VIC
- 2021 ARC – Lake Barrington International Rowing Course, TAS

Anyone can compete at ARC, there is no qualification to attend the event. There is a selection element for the Australian Rowing Team linked to some events.

Events on offer are categorised as School, Under 17, Under 19, Under 21, Under 23, Open, Lightweight or Para.

The ARC is a great opportunity for athletes from neighbouring nations to compete at a high level and get some excellent racing experience.

The Indian Army will be joining us for the ARC in 2025, bringing roughly 30 athletes to compete in the event.

A great history of the Australian Rowing Championships is available through the website: www.rowinghistory-aus.info

1.2 Rowing Australia

Rowing Australia is the event organiser of the ARC.

It is Rowing Australia's vision *"To be the world's number one rowing nation and Australia's leading Olympic sport."*

Our vision is powerful and unambiguous. It provides a common goal that unites the entire Australian rowing community. Achieving our collective vision will require Australian rowing to lead the world across all of its activities, from sustained international success to its vibrant and inclusive community, its high-quality events, right through to the safe, fun and healthy participation opportunities it provides for all Australians.

To achieve our vision, Australian rowing will focus on success across the three elements of its collective mission:

- 1) Win more Olympic gold medals
- 2) Build rowing's public profile and financial strength
- 3) Attract, satisfy and retain more participants and partners

This year's Australian Rowing Championships (ARC) celebrates the theme "Next Generation Champions," highlighting the rising stars of Australian rowing and the fresh Olympic and Paralympic cycle, the road to LA 2028.

The event marks a significant milestone as the new National Training Centre athletes make their first competitive appearance since joining the Centres. The ARC will provide a unique opportunity for the rowing community to race alongside these elite athletes, witness their potential firsthand, and congratulate them on their selection.

As the next wave of champions, these aspiring Rowsellas will inspire budding rowers who dream of competing on the world

stage, including at Brisbane 2032. To strengthen this connection, ARC attendees can take part in athlete signings and Q&A sessions, gaining insights from those who have reached the pinnacle of Australian rowing.

Beyond the racing, an interactive exhibition space will showcase the achievements and stories of young rowers in the community. It will also feature educational resources on technique, nutrition, and training, providing valuable knowledge to help develop the next generation of champions.

The Next Generation Champions theme reinforces Rowing Australia's commitment to fostering talent, growing the sport, and ensuring a legacy of excellence for years to come.

1.4 Event Site

The 2025 ARC will be held at the Lake Barrington International Rowing Course (LBIRC) in Tasmania. Lake Barrington International Rowing Course, located in Northwest Tasmania is the site of a world-standard rowing course and in 1990 World Rowing Championships was held. Other events include the annual Tasmanian Independent School's Head of the River rowing regatta and has been the site for several Australian Rowing Championships since 1984.

Since its construction as water storage for the generation of electricity in 1969, Lake Barrington has developed as a focus for water and nature-based recreation in northwest Tasmania. The Lake forms part of the Mersey-Forth run-of-rivers hydro power scheme that comprises seven water storage/lakes and four rivers. The Lake is also a valuable source of drinking water for the Northwest Coast of Tasmania.

Lake Barrington is a popular venue for a variety of activities including rowing, waterskiing, jet-skiing, wakeboarding, kayaking,

fishing, camping, picnicking and sightseeing and is recognised as a significant recreational asset as a venue for State, National and International sporting events, particularly rowing, kayaking and water-skiing.

Due to the mix of topography and land tenure surrounding the Lake recreational access to the Lake and its shoreline is restricted to a limited number of sites with the three key sites being the Kentish Park, Lake Barrington Park and the Rowing Course.

The rights and responsibilities for management of the LBIRC rest with Rowing Tasmania in conjunction with Kentish Council and Hydro Tasmania.

1.5 Event Dates and Times

Event dates and hours of operation

Activity	Start	Finish
Pre-event training	Sat 22 March, from 7am	Sun 23 March, 7pm
Volunteer briefing	Sun 23 March, from 2pm	Sun 23 March, to 3pm
Event (competition)	Mon 24 March, from 8am	Sun 30 March, by 3.30pm

On-water training

Competitor training

Training on the course during competition days shall be from 7:00am (daylight permitting) until 15 minutes prior to the first race of the day, and from approximately 15 minutes after completion of the last race of the day.

- Outgoing pontoons will be closed at 6:20pm with all crews to be off the water, by 7:00pm. Training bow numbers will not be handed out past 6.20pm and all crews must be off the water by 7:00pm

Training during racing

On-water rescue services (water safety) will be on the water at all training and competition times.

Training will be permitted at all times, with a training bow number that can be collected from Athlete Services (limited available), around the perimeter of the competition lake, as per the published maps.

Gate opening/closing times on competition days

Opening times

Gates open at 6am for competitors

Gates open at 7am for spectators

Closing times

Gates close to spectators ½ hour after the last race

Gates close to athletes and accredited personnel at 7.00pm

Venue must be vacated by all athletes and accredited personnel by 7:30pm

Based on the indicative race schedule, the following races will be held each day. Race numbers and start & finish times are subject to change following the close of entries. Coaches and athletes should be instructed to check draws and current schedules available online and at the venue.

Day	Start	Finish
Monday 24 March	Race 1 from 8.00am	Race 114 from 5.50pm
Tuesday 25 March	Race 115 from 8.00am	Race 234 from 6.25pm
Wednesday 26 March	Race 235 from 8.00am	Race 333 from 4:55pm
Thursday 27 March	Race 334 from 8.00am	Race 474 from 6.54pm
Friday 28 March	Race 475 from 8.00am	Race 573 from 6:30pm
Saturday 29 March	Race 574 from 8.00am	Race 670 from 6.00pm
Sunday 30 March	Race 671 from 7.35am	Race 719 from 3.20pm

For the final race schedule, go to

<https://rowingaustralia.com.au/arc-club-competitor-info> or [Rowing Australia Regattas](#)

1.6 Event Schedule

The following table details the 2025 ARC competition event and race summary.

Event	Mon 24 Mar	Tues 25 Mar	Wed 26 Mar	Thurs 27 Mar	Fri 28 Mar	Sat 29 Mar	Sun 30 Mar
Australian Open Rowing Championships							
Heats	X	X	X	X	X	x	
Repechages		X	X	X	X	X	
Semi-Finals			X		X	X	
Finals				X	X	X	X
Australian Open Schools Rowing Championships							
Heats				X	X		
Repechages					X	X	
Semi-Finals						X	
Finals							X
Australian Rowing Championships - Sprints							
						X	
King's and Queen's Cups Interstate Regatta							
							X

1.7 Functions

- **“Learn and Load”** – On Wednesday March 26 at 5:30pm however this may adjust in line with racing schedule. Presented by Rowing Australia and hosted by Rowsella, Georgie Rowe, this is an opportunity for young rowers to learn from Australia's top performance athletes while they carb load with a free pasta dinner! It will be held outside the Rotunda, at LBIRC. Registrations are available online at <https://rowingaustralia.com.au/arc-club-competitor-info>

- **“Women in Rowing” Breakfast** - Thursday March 27 at 8:00am in the ROWunion Marquee will feature a panel discussion celebrating the amazing achievements of women in sport. The panel will be hosted by Sarah Cook, CEO of Rowing Australia, and features Hally Chapman, National Talent Identification and US-Based Women's Lead Coach, and Emmie Frederico, NTC athlete.
- There will be a **VIP Hospitality Function** hosted at Davies Bay Lodge on Sunday 30 March 2025, 10:00am – 4:00pm. Guests and VIPs attending the Rowing Australia VIP Hospitality Lounge are provided with a complimentary event accreditation and parking pass to the P1 car park as well as food and beverages. This function is INVITE ONLY.
- The **Volunteer Thank You Function** will take place on Sunday, March 30 at approx. 4:00pm in the Rotunda. More information will be provided about this closer to the date.

1.8 Regatta Village

The Australia Rowing Championships welcomes several traders into the Regatta Village and Boat builder area.

Traders in the Regatta Village include:

- **776BC** - Event Sponsor supplying a range of technical apparel
- **Bont** – Rowing shoes and RP3 erg supplier
- **Kentish Council** – Local council showcasing local products
- **The Regatta Shop** – Official Event Merchandiser
- **Robbie Consulting** – Rowing Consultant who helps rowers find the best fit university for them in the USA to row and study.
- **Rowing Australia** - Indoor & Coastal Rowing Activation
- **Study and Play USA** - Study & Play USA will be advertising services in assisting Australian high school athletes achieve rowing scholarships to the United States College system.

- **Sport Integrity Australia** – National sporting authority
- **Poralu Marine** – Global leader in rowing pontoons, providing stable, durable, and accessible solutions for clubs, regatta venues, and elite training centers

Boat Builders in the Boat Park include:

- **Croker Oars** - Oar repair and servicing
- **Perfect Balance Rowing** - Swift rowing boats, Filippi rowing boats, Against rowing shoes, Coxorb electronics, Braca rowing oars, rowing trestles and other rowing accessories
- **Laszlo Boats** - Laszlo Boats is New Zealand's oldest and newest rowing skiff-building company, with more than 30 years of boat-building industry experience.
- **Rowfit International Pty Ltd** - Supply and display of rowing spare parts
- **Rowgear** – Rowing components and equipment
- **Sykes** – Boat repairs and servicing
- **WinTech Racing Australia** - Service of rowing boats and oars and the sale of spare parts for the boats should they be required.

2. VENUE ACCESS AND TICKETING

Please refer to maps at the end of this guide.

2.1 [Venue Address](#)

Lake Barrington International Rowing Course - 512 Staverton Rd, Promised Land, TAS 7306

2.2 [Accreditation](#)

Entry to the ARC event is via a valid accreditation pass or event ticket. Accreditation is issued to all athletes and to approved support staff and coaches. Accreditation is also issued to workforce including staff, volunteers and key contractors and service providers. During the event, Accreditation will be issued from the

Accreditation and Event Management Office at the entry of the site.

Staff and volunteer sign in and sign out is taking place at the Event Management Office. Please ensure you sign in when you arrive for your shift and sign out before leaving the site. You will be provided with accreditation when you sign in and you must return to the Event Management Office before concluding your shift.

2.3 Car Parking

Car parking for the event is free. Car parking for all workforce including volunteers and contractors will be in P2, P3, P4 and P5. Key Staff will have access to the event site with an Access All Areas vehicle accreditation. P1 will accommodate accessibility and bus parking. Selected VIPs will have reserved parking for the Sunday event only within P1 and at the front of P2.

- **P1** – VIP, Accessible & Bus Parking
- **P2** – Staff, Volunteers, Traders, Competitors, General Public
- **P3, P4 & P5** – Staff, Volunteers, Competitors, General Public
- **Tasmazia Parking** – Boat Trailers

2.4 Transport

BUSES

Internal around car parking areas

- There will be internal shuttle buses running around the car parking areas on Saturday 29 March and Sunday 30 March. The shuttle will start at 8.30am each morning and run until 6:30pm on Saturday and 4:30pm on Sunday.
- If there are elderly, frail or people with special needs who require assistance between car parks, there is a golf buggy and a 12-seater bus available to assist.
To arrange this, please contact Event Control via radio or phone (**0487 753 163**).

2.5 Accessibility Requirements

If an accessible patron needs assistance or is unable to travel from the Main Entrance to the spectator area, please contact Event Control via phone **(0487 753 163)** or radio and they will organise a shuttle to transport the patron.

Accessible parking: Accessible parking will be in the P1 car park in marked spaces.

Accessible toilets: There are accessible toilet facilities in the below:

- Boat Park Portable Toilet
- Toilet Block behind the Reeconian on Team Tents Hill
- Reeconian Centre
- Davies Bay Lodge

2.6 Ticketing

The ARC 2025 is a ticketed event. Tickets are managed by Ticketmaster and can be bought from Ticketmaster agencies via the event website, Ticketmaster website and phone. Tickets will be scanned or torn at the main entrance. For on the day purchase, a box office will be located at the main entrance.

Please note: General Admission allows entry into the event. There are no restrictions on seating with the exception of the VIP area.

Ticket prices can be seen below:

Category	Date	Price
General Admission (per day)	Monday 24 - Wednesday 26 March	\$27
General Admission (per day)	Thursday 27 – Saturday 29 March	\$38
General Admission (per day)	Sunday 30 March	\$55

Family Passes	Monday 24 - Wednesday 26 March	\$56
Family Passes	Thursday 27 – Saturday 29 March	\$88
Family Passes	Sunday 30 March	\$121
General Admission (weekend pass)	Saturday 29 – Sunday 30 March	\$84
Season Passes	GA Weekly Pass	\$220
Season Passes	Family Weekly Pass	\$480
Season Passes	Family Weekend Pass	\$184
Season Passes	Open Schools Event Pass	\$156
Children 6 & under	Monday 24 - Sunday 30 March	FREE
Car Parking	Monday 24- Sunday 30 March	FREE

2.7 Food and Beverages

Food and beverages can be purchased from the public catering food vendors which are located throughout the site. There is no ATM facility on site.

BYO alcohol is not permitted. The ROWunion Marquee will be located on the flat at the 1750 mark and will operate from on Wednesday 26 March to Sunday 30 March.

The public bar within ROWunion will operate from the following times:

- Wednesday 26 March – 11am to 6.00pm
- Thursday 27 March – 11am to 6.00pm
- Friday 28 March– 11am to 6.00pm
- Saturday 29 March – 11am to 6.00pm
- Sunday 30 March – 11am to 4.00pm

2.8 Key Locations on Venue

- **ADMINISTRATION** - Athlete Services is located in the Reeconian’s Centre (GRID I6)
- **ATHLETE WARM UP** - Kentish Shed (GRID L6)

- **ATHLETE WEIGHING** - Behind the Kentish Shed near the boat park (GRID L6)
- **BOAT BUILDERS** - Located in the grass between the entrance and the Kentish Shed. (GRID M6)
- **BOAT RACKS** - Located on the grass, north of the 1750 mark. (GRID M5-P5)
- **BOAT WEIGHING** - Located in a temporary structure outside of the Kentish Shed. (GRID L6)
- **BOW NUMBERS** - Bow numbers are available from the Southern end of the Reeconian Centre. (GRID I6)
- **EVENT CONTROL** - Located in Davies Bay Lodge and is responsible for monitoring all radio communication on CH 1 & 2. If unattainable by radio communication, phone **0487 753 163**. All First Aid and other incidents are to be reported to event control who will then communicate the information on to the relevant personnel. (GRID B3)
- **EVENT MANAGEMENT OFFICE** - Located at the main entrance. This is where accreditation can be collected and where all contractors and workforce sign in. Role specific equipment and radios are also collected here. (GRID N6)
- **FIRST AID** - Located near the Kentish Shed and in Davies Bay Lodge. (GRID L6 + B2)
- **LOST AND FOUND** - All lost and found property must be registered at the Reeconian Centre during bump in and out, and at the **Event Management Office** (near main entry) during the event. (GRID N6)

Please direct all persons to these locations for reclaiming of property.

Unclaimed items will be turned over to venue management at the conclusion of bump-out.

- **LOST PERSON** - If any child or person that is missing or lost should be reported as soon as possible, to Event Control via radio or phone (**0487 753 163**) if you do not have a radio). Obtain as much information as you can, e.g. name, gender, appearance, clothes and last seen location. The location for all lost persons to be reunited is

at the Accreditation Office. Once a person has found/reunited please inform Event Control immediately. (GRID N6)

- **MERCHANDISE** - Official Australian Rowing Championships merchandise is located in The Regatta Shop marquee on the southern side of the Reeconian Centre in the Regatta Village. (GRID I6)

- **PAY PHONE** - No pay phones are available on site

- **PHYSIOTHERAPY** – Provided by PhysioTas and located in Team Tents Area B on the flat behind the Reeconian Centre. (GRID J7)

- **SECURITY** - Security will be provided by Eagle Security and RSA personnel for the event.

- **TEAM TENTS** - Located along the Course between the 1750 and finish, behind the Reeconian Centre, or in the Boat Park. Only team tents with marked and allocated sites are allowed to be erected. Enquiries about locating a prebooked tent site or purchasing a tent site should be directed to the Event Management Office.

- **TOILETS** - Located in various locations around the venue. Please be considerate of others and DO NOT SMOKE in these toilets.

- Temporary Toilets on the Northern end of the site near the Boat Park (GRID P5)
- Permanent Toilets at the Sam Le Compte Building (GRID K6)
- Permanent Toilet block on the Team Tents hill behind the Reeconian Centre (GRID K8)
- Permanent Toilets in the Reeconian Centre (GRID I6)
- Temporary Toilet block near ROWunion by the Regatta Village (GRID G4)
- Permanent Toilet in Davies Bay Lodge (GRID C3)

- **TRADE EXPO** - Located on the Southern side of the Reeconian, in the Regatta Village (GRID I6)

- **VIP** - The Rowing Australia VIP Function will operate from the Davies Bay Lodge on Sunday 30 March 2025 only (GRID B3)



VENUE - OVERVIEW



3. OPERATIONAL GUIDELINES

All athletes and competitors are encouraged to follow safe health practices, including washing hands regularly and wearing footwear at all times when not competing. Any serious health issues including sickness should be reported to the Medical Centre behind the Finish Tower.

3.1 Working On Site

Volunteers should attend the volunteer briefing to ensure all important information is covered. Your coordinator will also brief you daily and you should always follow the directions from your coordinator and all RA staff. They will be recognisable by their dark green T-shirts.

- Please make yourself familiar with the location of all entry, service and emergency gates on site, and refer to the correct name and/or number, particularly in the case of an emergency. Please, where possible, use coordinates reference in the site map.
- Please use your initiative and pick up any litter while walking through the venue. Advise staff in the Event Management Office if bins are full and need replacing or if toilets are not clean and/or needing supplies. Latex gloves will be available in the Event Management Office. If any areas require cleaning or restocking, please contact Event Control via radio or phone **(0487 753 163)**
- The sale of any goods, or collections by charities other than those authorised by ARC Management is not permitted within the event precinct.

Please report any of the above occurrences or suspicious behaviour immediately to the Event Management Office or via radio to Event Control. If the subject matter to be reported is of a sensitive nature, please request that the Site Manager comes to you rather than broadcasting the details via radio or calling them on a mobile phone.

3.2 Occupational Health & Safety (Work Health and Safety)

Please observe all WH&S standards and TAS WorkSafe guidelines including:

- **all volunteers and staff have to wear covered footwear when on shift.**
- only operate equipment or machinery if you are authorised and properly trained/licensed to do so,

Rowing Australia and LBIRC promote a smoke free workplace. ARC 2025 is also supporting the 'Smoke Free Event' and 'SunSmart' principles. If you absolutely must smoke, please find a place out of public view in one of the designated smoking areas.

Due diligence and 'duty of care' requires everyone involved to be committed to carry out their legal duties, assess the risks and hazards within the site on an on-going basis and take all reasonable precautions with respect to those risks to prevent harm.

Hazards are anything with the potential to harm you, property or the environment. Hazards arise from the working environment, use of equipment and substances, poor work design, systems or procedures and behaviour. Controlling the risk from hazards reduces injuries. If you identify any risks or hazards, please inform the Event Management Office immediately.

Manual handling includes lifting, lowering, pushing, pulling, carrying, holding or restraining objects. Use mechanical aids if

possible. Never move anything that is too heavy or awkward for you. Use correct lifting techniques.

3.3 Important Phone Numbers

ARC Event Management understands it is sometimes difficult to contact a staff member. Please consider the following:

- Always leave a message, including date, time and nature of your call
- Send a SMS outlining your enquiry and stating your name
- If you are unable to reach a specific staff member, please contact the Volunteer Coordinator so we can follow up for you.
- If you are in doubt about who is the best contact, please call the Volunteer Coordinator who will be able to advise.

ARC Management – On Site (from Monday 17 March 2025)

ROLE	CONTACT NO.
Site Manager	0452 272 977 / 0415 784 498
Event Control	0487 753 163
Emergency/Medical (event period)	0434 559 951
Volunteer Coordinator	0437 099 721
LBIRC Venue Management	0417 141 346

All staff and volunteers will be issued with a list of key ARC phone numbers.

3.4 Lost and Found

All lost and found property must be registered at the Reeconian Centre during bump in and out, and at the Event Management Office during the event.

Please direct all persons to these locations for reclaiming of property.

Unclaimed items will be turned over to venue management at the conclusion of bump-out.

3.5 Lost person

If any child or person that is missing or lost should be reported as soon as possible, to Event Control via radio or phone (**0487 753 163**) if you do not have a radio). Obtain as much information as you can, e.g. name, gender, appearance, clothes and last seen location. The location for all lost persons to be reunited is at the Event Information Tent near the Rotunda (Ref: N6). Once a person has found/reunited please inform Event Control immediately.

3.6 Emergency and Incident Response Procedures

Although it is difficult to outline procedures that take into account every possible scenario this section aims to provide directions to assist in the event of an emergency or unexpected incident. First Aid will be provided throughout the whole event, including bump-in and bump-out.

During the event it is important that you do not call 000 unless specifically requested to do so by the Site Manager, Event Control, First Aid or Security. If a member of the public has advised you that they have contacted 000, please advise Event Control immediately.

Please be aware that you may be asked to assist by meeting an Ambulance or other Emergency Services vehicle at a designated

Emergency Access Gate and to guide them to a specific location so please familiarise yourself with key locations using the map provided.

Types of Emergencies

Most incidents/emergencies that occur on site at ARC are first aid, missing people, weather or security related. Some examples of an incident or emergency could be:

The first response to the above emergencies is always the same:

- Contact Event Control by radio or phone
- Provide details of the incident including the type, urgency and location

These actions are the most important part of dealing with any emergency as, once this information has been reported to Event Control, the ARC Management Team will respond in accordance with the ARC Emergency Response Plan and will organise the necessary assistance and guidance to deal with the incident.

Handling Emergencies

Discovered by staff member:	Discovered by others
<ul style="list-style-type: none"> ● EVACUATE – move persons away from any immediate danger ● ISOLATE – Deploy staff to prevent persons entering dangerous area ● COMMUNICATE – Inform your supervisor / Event Control on radio or phone (0487 753 163) 	<ul style="list-style-type: none"> ● Stay calm ● Wait for Instructions from your supervisor ● Stay off radios unless required ● Survey area for any potential issues ● Report any non-normal situations

Please record accurate details on the incident and complete an incident report. Following any incident, including medical emergencies, damaged property and lost and found persons, an Incident Report Form must be completed/returned to the Event Management Office.

A person reporting an incident or emergency may also be:

- Asked to provide additional information
- Requested to assist with the incident
- Required to provide a written incident report

Incident Report Forms can be obtained from the Event Management Office (near main entry)

FIRST AID / INCIDENT RESPONSE

EVENT CONTROL

Radio – On all Channels

Phone – **0487 753 163**

Venue on **0417 141 346**

Remain calm and provide the following detail;

- **Your location** - Siting reference to a nearby landmark (i.e. Reeconian Centre)
- **Exactly what has happened** - (i.e. First Aid required or incident)
- **Details of the injury** (if relevant) and how it happened.
 - **Where possible please gather the following information:**
 - Patients age, gender and any medical history
 - Whether the patient is awake/conscious, breathing and if there is any serious bleeding or chest pain.
 - Details of the injury and how it happened

Remain on line while Event Control organise a response.

Closest Hospital is Mersey Community Hospital, Latrobe TAS 7307

If required evacuate to assembly areas:

- Land: Adjacent to Power Boat Launching Ramp
- Water 1: Start Line
- Water 2: Wilmot Boat Ramp

Fire Extinguishers

Fire extinguishers and fire hoses will be located in the following areas:

Event Management Office, Kentish Shed, ROWunion, Reeconian Centre, and Davies Bay Lodge.

How to use a Fire Extinguisher

- Pull out safety pin
- Press top handle and aim at the base of the flames
- Sweep side to side, under the flames

3.7 Communications and Event Control

The preferred method of communication on site during ARC will be via radio using multiple radio channels. When the use of a radio is not possible, or inappropriate, mobile phones may be used.

RADIO CHANNEL	TALKGROUP TITLE	FUNCTIONAL GROUPS
Channel 1	Field of Play	Jury/Umpires, On-Water Rescue, On-water Safety, Medical Centre, Ambulance, Athlete First Aid, Marshalls
Channel 2	Event Operations	Boat Park, Spectator Services, Info Booths, Accreditation, Ticketing, Car Parking, Time Keeping
Channel 3	Presentations	BMA, Ceremonies Manager, Ceremonies Volunteers, Commentators
Channel 4	Medical Talk	Talk channel for On-water Rescue, Medical Centre, Ambulance and Athlete First Aid – to ensure medical issues once reported are discussed on a private line
Channel 5	Talk	General discussion channel for all user groups to ensure extended discussions do not hold up operations channels
Separate Network	Rowing Tasmania	Venue Staff, Venue Contractors

Radio Networks

The following two-way radio network talk groups will operate for this the ARC 2025 event:

'Event Control' is the designated control point that will monitor all ARC 2025 radio communications and log the details of incidents and emergencies on relevant radio channels. During an incident or emergency situation, the rostered Event Control officer will liaise with the relevant emergency service agency representative/s.

ARC Event Control's primary purpose is for the provision of safety, emergency and general operational information between the event team, the workforce including staff, volunteers, contractors, security and first aid.

3.8 Using a Radio

When issued a radio, it is part of your role to **monitor radio communications** and keep the radio safe (it is recommended that you secure it to your belt and clip the microphone to your collar so that you know where it is and so you can hear important messages).

Ensure your radio is set to the correct channel prior to use and the following protocol should be followed by all users of radios:

- All radios are numbered and must be signed out at the Event Management Office on arrival for the start of a shift or visit and signed back in at the completion of a shift or visit, or at the end of each day, depending on the role and location.
- Ensure the use of designated call signs and approved terminology. If unsure of your call sign, check at the Event Management Office when collecting a radio. Generally, a call sign will consist of your name, location and/or role.

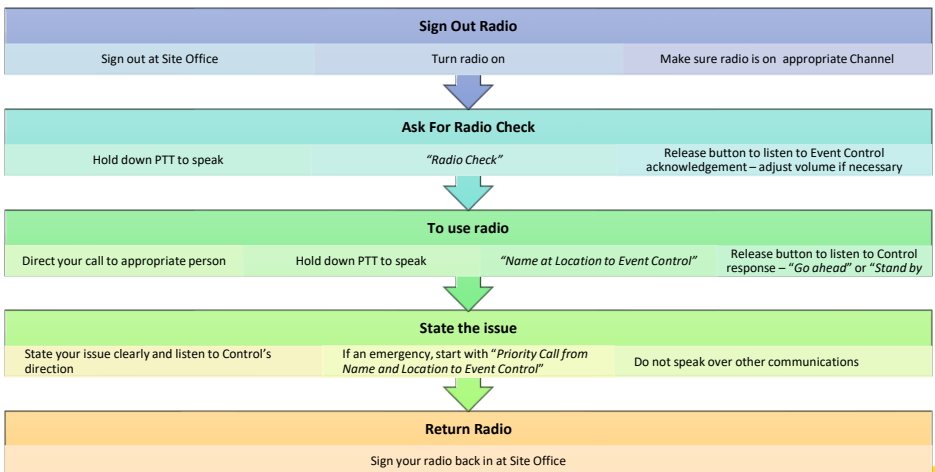
- To communicate, push-to-talk (PTT) and hold to speak. Don't speak immediately, always wait 2-3 seconds then send your message. Release the button to receive.
- Complete a radio check as soon as the radio has been issued to ensure that the radio is functional, turned on, on the correct channel and at a suitable volume.
- Always listen to ensure calls are not missed.
- Keep the radio in a safe place at all times and, where possible, keep out of hearing of the public.
- All operators should listen before talking on the radio to ensure that another transmission is not interrupted.
- Transmissions should be clear, concise and informative. Shouting into the microphone will distort the words.
- The term 'Standby' implies to please wait while information is being obtained.
- The phrase 'All Stations Standby' means do not transmit until ARC Event Control or their delegate gives the all clear.
- All transmissions will be received and heard by others including, on some occasions, members of the public, therefore, personal views, inappropriate language and offensive remarks are not tolerated.
- Information of a confidential or sensitive nature should not be discussed over airways. Event Control is to be advised that a personal visit is required or that a phone call is necessary.
- Report any damage or misplaced radios immediately to the Event Management Office.
- All radios will need to be placed in chargers overnight.

- Where your radio fails or you cannot make the call over the radio for other reasons, the Event Control number is **0487 753 163** (this is not for public distribution).
- For missing persons, collect details of name, age, description, last seen location before calling Event Control with the details. Where someone makes a report to you looking for a missing person, ensure that you get their mobile phone details or insist that they report to Information marquee every 15 mins.

Priority Call

The words ‘Priority Call’ should precede any call where an emergency, first aid or safety issue is being reported e.g. ‘Event Control this is Gate A, Priority Call, First Aid assistance required’. Once a priority call has been made all other radio users on the channel must refrain from any radio communication until Event Control has confirmed normal radio usage can be resumed.

Be aware that members of the public may overhear communications



3.9 Communicating with Visitors

With over 30,000+ visitors expected to attend the ARC, you will be required to deal with a variety of people of varying nationalities, personalities and disabilities including visitors with;

- Vision Impairments.
- Hearing Impairments.
- Mobility Impairments.
- Intellectual Impairments.
- English as an Additional Language or Dialect.

Please ensure that you;

- Are polite and courteous at all times.
- Are considerate and patient. Take time to try to understand the needs of each individual.
- Offer assistance and ask if assistance is required. If assistance is required of a sensitive nature, contact the Site Manager or Event Control via phone.
- Look directly at the person with whom you are speaking.
- Do not shout.
- Be mindful of your attitude. Do not be condescending or patronising.
- Make instructions clear and concise and avoid complex sentences.

Offensive Communication

Offensive communication is not acceptable. Treating all customers politely and equitably will improve the overall standard of customer service and help remove barriers in communication.

Complaints

All visitor comments, including complaints, criticisms and suggestions are important. If an irate or disgruntled visitor confronts you, subtly steer them away from the main counter/gate to minimise disruption.

- Listen to the person's complaint and ensure you advise them that ARC Management value their feedback.
- Invite the person to complete a Feedback Form that can be located at the Event Information Tent (map ref. N6). It is preferable for the information to be recorded in their words. The actions of focusing on writing calms the person down and can reduce anger, frustration etc. If the person does not want to write it down, you should document the incident/issue. Attempt to obtain a contact name and address to enable ARC Management to respond.
- If you consider that the incident/issue requires immediate attention report to Event Control or your supervisor.
- Thank the person for taking the time to pass on any information or feedback and advise them that the details will be forwarded to ARC Management.
- Do not physically restrain or touch any visitor.

Visitor Feedback

Regardless of whether the feedback is positive or negative, all feedback is useful to assist ARC Management with developing and improving the delivery of ARC. Please invite visitors to complete a Feedback Form (available at the Info Booth and Athlete Services). Remember to always thank visitors for their feedback, comments and support.

3.10 Dealing with the Media

ARC and Rowing Australia have approved protocol that must be followed when dealing with media enquiries.

- No staff/volunteers are to talk to any media
- All media enquiries must be directed to **Nick Jones** (**media@rowingaustralia.com.au**) or via 0467 637 737
- If Nick is unavailable, please contact Event Control.
- Only event accredited media are permitted on site.
- The Media Centre will be located in Davies Bay Lodge

PART 2

VOLUNTEER

ROLES &

FAQS

TASMANIA
**AUSTRALIAN
ROWING**
CHAMPIONSHIPS
24 – 30 MARCH 2025



1. VOLUNTEER TEAM

Volunteers will assist the event in various roles to ensure the event is running smoothly for competitors and that spectators have a great experience.

We have divided roles into 4 different teams:

1.1 Spectator Services Roles

Volunteers will assist with controlling entry and exit points at the event such as checking tickets and accreditation and providing general information and directions to spectators to ensure spectators have a great and safe experience.

If you enjoy engaging with people and providing customer service and making people smile, these roles are for you.

1.2 Rowing Related Roles

Volunteers will assist in roles that help us run the competition effectively and ensure competitors have a great experience. Rowing related roles include handing out bow numbers, time keeping, boat holding, presentation and victory pontoon assistance.

If you love rowing, you will enjoy these roles. Knowledge of the sport and competition is beneficial but not essential.

Boat Holder

The Boat Holder supports fair and orderly boat racing by holding boats and follow instructions of the aligner at the start of each 2000m race.

Boat Park Assistant

Monitor and control the entry, unloading, storage and exit of boats and boat trailers within the ARC boat park.

Bow Number Officer

Provide and implement a system for the distribution and return of boat bow numbers.

Timekeeper

Ensure accurate timing of races at the specified distances.

Timekeepers work within a small team to time keep as required at the 500m, 1000m, 1500m and race finish.

Presentation Assistant

Assists in the smooth running of medal presentations and presenters and keeping the ceremony area under control.

Presentation Tray Holders

Assists with holding the trays of medals on the presentation pontoon at victory ceremonies and ensures the correct medals are handed to the appropriate athletes.

Victory Pontoon Assistant

Assists with boat holding at victory ceremonies and ensures smooth rotation of boats approaching and leaving the victory pontoon area.

1.3 Operational Roles

Volunteers will assist in roles that support a smooth running of the competition and related services. This includes roles such as media assistance, event management office assistance, driver, Boat Park Assistance, Runner and coordinating printing and distributing information.

Event Management Office Runner/all-rounder

The Event Management Office Runner/All-rounder assists operations by driving a minivan and transporting people as required. They will also assist with general admin and runner tasks.

Event Management Office Assistant

Assists the Event Management Office and is the first point of contact for Volunteers and Service Providers.

Catering Assistant

Assists the Catering Manager and helps organise the breakfasts and lunches for the event.

Print and Distribution Assistant & Runner

This role will cover both print and distribution as well as general Runner duties. Print & Distribution duties will be required before and after racing, the Runner role will be required during racing (depending on the race schedule but between 8am and 5pm).

1.4 Specialised Roles

There are a number of specialised roles that are undertaken by staff, contractors and volunteers which require specific qualifications and/or experience. These include:

- Technical Tower Staff
- Boat Driver
- Athlete Services and Administration
- Commentators
- Officials

Project Team Coordinators

Coordinators are responsible for the co-ordination of their specific area. This includes liaising with event officials, other coordinators and supervising a team of volunteers for their specific area to ensure a smooth running of the competition and event.

2. FREQUENTLY ASKED QUESTIONS.

We have prepared an FAQ section with the most common questions. If you have more questions, please get in touch with the

Volunteer Team on 0437 099 721 or volunteers@rowingaustralia.com.au. We are here to help.

2.1 Questions

My friend/family member and I would like to volunteer together, can we?

Please select your shifts through the online system together. If you have difficulties with this, please contact the volunteer team.

Will I need to complete a Working with Children check?

A valid Tasmanian Working with Children Check (or interstate equivalent) will be required for some volunteer roles. Volunteers in these roles will be contacted with further information.

Do I need to complete the Sport Integrity Safe-guarding Children Training?

Rowing Australia takes integrity seriously and we strive for all rowing events to be safe, fair, and inclusive. When volunteering to assist at a Rowing Australia event, we require all volunteers to complete the 'Safeguarding Children and Young People in Sport Induction' course. This course is free and has been developed by Sport Integrity Australia (SIA). This education is available as an eLearning course which can be accessed on the SIA website by registering for an account at [SIA eLearning](https://elearning.sportintegrity.gov.au/login/index.php) - <https://elearning.sportintegrity.gov.au/login/index.php> and is a short course to complete.

Do I have to wear my ARC volunteer uniform?

Yes, the volunteer uniform (t-shirt and cap) is required to be worn for the duration of each shift. Enclosed shoes must be worn. Long Socks and Long pants are also recommended where possible.

Can I watch the competition for free if I volunteer?

Yes, volunteers are welcome to come early or stay after their shift to spectate. For example, if your shift is in the morning, you may stay for the remainder of the day at no cost.

Are volunteers covered by insurance?

Yes, Rowing Australia provides Voluntary Workers Accident Insurance cover for volunteers assisting with the event.

What qualifications and experience do I need?

Volunteers come from a range of backgrounds and age groups and are united by a love of the outdoors, enjoy interacting with people, have an interest in rowing and sport, and an eagerness to learn and be a part of the event Team. All applications will be considered.

What training will I need to do?

To ensure volunteers have the necessary skills and information to perform their assigned roles effectively, an onsite briefing will take place on Sunday 23 March at 2pm onsite. The training will include information about the event, roles and operational requirements.

A brief onsite induction will be conducted at the start of each shift with your project team leader. Event information will also be available in digital format.

I have volunteered before; do I still need to do the training?

Yes, training is compulsory for all volunteers. Each event is different in experiences, expectations, processes and procedures. It is important for the entire event workforce, including volunteers, staff and contractors, to be appropriately informed to be able to perform their allocated tasks and responsibilities, and to understand all current emergency procedures.

What will I be given to enable me to perform my role?

You will be provided with a volunteer uniform, an accreditation pass, a printed manual as well as briefing sessions and cheat sheets where relevant.

You are required to wear your uniform and accreditation pass at all times for the duration of your shift. You will also be provided with onsite support during the event to enable you to perform your role with confidence and to the best of your ability.

You will be provided with any equipment required to perform your role effectively. If you feel like you are missing any information, please contact the volunteer team.

What if I need to cancel?

If you need to cancel at any time after you have registered, you will need to notify the Volunteer Coordinator as soon as possible to enable a replacement to be organised. Please call 0437 099 721.

Can I take a break during my shift?

Yes, you are not expected to do the whole shift without a break. Volunteers will be given reasonable breaks when needed.

Your supervisor on the day will discuss breaks with you at the start of your shift. Please communicate with your supervisor if you have any specific requirements or require additional breaks.

I've changed my address/phone/name, what should I do?

You can update your details in the volunteer portal at any time. Alternatively, send your change of details to us as soon as possible, by email to volunteers@rowingaustralia.com.au.

HELP, my question wasn't answered here!

It's OK, we're here to help with any other questions that you might have.

Please send your question by email to volunteers@rowingaustralia.com.au, or contact the Volunteer Team directly on 0437 099 721.

PART 3

CONTACT

AUSTRALIAN
ROWING
CHAMPIONSHIPS



1. CONTACT CHANNELS

1.1 Website

- The event website is <https://rowingaustralia.com.au/arc>
- The program is free to download online via the website.
- Daily Draws can be found on the event website:
Club and Competitor Information > Daily Draws
- Daily results sheets and a link to live results can be found on the event website: Club and Competitor Information > Results > ARC Results – 2025

1.2 Social Media

To interact on social media during the event please use the following channels and hashtags:

- YouTube
Rowing Australia will be posting video content via its YouTube channel (www.youtube.com/RowingAustraliaOfficial).
- Live Streaming (Broadcast)
Rowing Australia will be live-streaming racing the entire week with HD streaming on Thursday 27th March - Sunday 30th March via the Rowing Australia YouTube page
- Facebook
The event Facebook page is <https://www.facebook.com/events/957405899576905/>
The RA Facebook page will also provide updates and imagery which is www.facebook.com/RowingAustralia
We encourage you to tag Rowing Australia in your posts and use the hashtags: #ARC25 #DiscoverTasmania
- Instagram
The Rowing Australia Instagram account will post images throughout the event. You can follow the Instagram account @RowingAustralia and we encourage you to tag RA in your

Instagram posts, along with the hashtags #ARC25
#DiscoverTasmania

○ Twitter

We'd love to see your behind-the-scenes photos from the event. Snap and share your pics by tagging @RowingAust
#ARC25
#volunteer
#teamwork
#DiscoverTasmania

2. COMPLAINTS

Regardless of whether the feedback is positive or negative, all feedback is useful to assist ARC Management with developing and improving the delivery of ARC. Please invite visitors to complete a Feedback Form that can be located at the Event Information Tent (map ref. N6). Remember to always thank visitors for their feedback, comments and support

As an alternative, feedback can be directed to
info@rowingaustralia.com.au

3. ROWING AUSTRALIA CONTACT DETAILS

**outside event times*

Rowing Australia

Telephone: 02 6100 1115

Email: info@rowingaustralia.com.au

Website: rowingaustralia.com.au/arc

Postal Address

Rowing Australia
PO Box 7147
Yarralumla ACT 2600

ARC 2025 Address:

Lake Barrington International Rowing Course
512 Staverton Rd
Promised Land, TAS 7306

PART 4

TERMS &

CONDITIONS

AUSTRALIAN
ROWING
CHAMPIONSHIPS



1. ARC 2025 CONDITIONS OF ENTRY

Any person who enters this venue agrees to be bound by the following conditions:

1. Rowing Australia Limited ("RA") management reserves the right to refuse entry.
2. Patrons are admitted into the venue at their own risk.
3. RA will not be held responsible for any damages to, loss or theft of a patron's personal property.
4. Alcoholic beverages may not be taken into or from the venue. Smoking is only permitted in the designated smoking areas.
5. Patrons must not have in their possession at the venue any item that has the potential to cause injury or public nuisance, nor any other item deemed unsuitable by RA.
6. Patrons causing a disturbance or refusing to comply with requests from RA staff or their representatives may be evicted from the venue.
7. Dogs must be on a leash.
8. Drones are not permitted at the event.
9. Patrons are bound by the rules and policies of RA, which are available at www.rowingaustralia.com.au
10. Patrons must comply with the Ticketmaster Purchase Policy, which is available at www.ticketmaster.com.au/h/purchase.html

2. LAKE BARRINGTON VENUE CONDITIONS OF ENTRY

Temporary Conditions of Entry

Rowing Tasmania is committed to providing a safe, healthy, and enjoyable environment for all patrons and staff.

In support of this, entry into a Rowing Tasmania venue is subject to specific conditions. As part of a staged response in returning to normal business operations, additional conditions must be applied to ensure we:

- Deliver programs, activities, and services which comply with current Government restrictions

This policy applies to any person entering a Rowing Tasmania self-managed venue.

Conditions of Entry:

- may vary according to the types of programs, activities, and services
- are subject to the requirements of Rowing Tasmania Management and Government direction
- must be read in conjunction with the conditions of sale appearing on the terms and conditions of your membership or booking.

The Standard Conditions of Entry will remain in force and be applied in conjunction with the following current government restrictions. Importantly, please note the following

Venue regulations

The purpose of these Regulations is to:

1. Prevent any damage to the **Lake Barrington** International Rowing Centre ("Venue");
2. Protect visitors from suffering any physical injury or harassment while at the Venue; and
3. Notify of risks in engaging in recreational activities at the Venue.

The co-operation of all visitors is sought to preserve and protect the Venue for the enjoyment of all. The following is a list of activities that are prohibited at the Venue.

IF ANY VISITOR CARRIES OUT ANY OF THE LISTED PROHIBITED ACTIVITIES, THEY WILL BE ASKED TO LEAVE THE VENUE IMMEDIATELY AND MAY BE REPORTED TO TASMANIA POLICE.

Within the Venue, the following activities are strictly prohibited:

- Use of indecent, obscene, insulting, or threatening language or images;
- Being intoxicated;
- Being in possession of or under the influence of illicit drugs;
- Behaving in an offensive or indecent manner;
- Smoking and e-cigarettes (except where designated smoking areas are provided)
- Failing to comply with a reasonable request or direction from a Venue authorised person;
- Depositing any domestic or industrial waste;
- Leaving any litter except in the litter receptacles provided;
- Polluting any waterways;
- To drive, ride or park any vehicle including motor vehicles or bicycles on any grassed or landscaped area
- unless so directed by a Venue authorised person;
- To drive or park on any pathways without prior approval from a Venue authorised person;
- To drive, ride, park or act in a manner contrary to any signs;
- Abandoning any vehicle;
- To damage, destroy or remove any grassed area, tree, plant, or other vegetation;
- To dig any soil or deface any rocks;
- To damage, destroy or remove any building, structure, or equipment;

- To capture, annoy, injure, kill or otherwise interfere with any animal including wildlife;
- Interfering in any way with any habitat;
- Causing a nuisance through the use of radios, music players, or any other broadcasting equipment;
- Protesting and exhibiting protest banners that are offensive to other users;
- To play or practice golf, archery, or any activity that might be hazardous to others;
- Lighting a fire or using barbeque heat beads (N.B.: The use of portable gas cooking equipment is acceptable);
- Discharging fireworks unless authorised to do so for a recognised event;
- To carry, discharge, or otherwise have within one's possession or control any firearm or any other weapon including knives;
- Camping or residing within the Venue other than regattas or designated events.
- Throwing rocks into the lakes;
- Entering areas that are fenced off, locked, or closed to the public or designated 'authorised personnel only' areas;
- Obstructing an authorised person from performing his/her duties;
- Riding a skateboard or recreational motorised scooter anywhere within the Venue; or

Activities that are prohibited without the Venue's permission

In addition, the following activities are strictly prohibited within the Venue without prior written permission from Venue Management:

- The collection of money;
- The sale or hire of any goods or services;
- Conducting amusements, entertainment, venue tours, personal training or performances;

- Participation in, or organisation of, any protest, march, demonstration, or public meeting;
- The display or distribution of any advertising or political material;
- Commercial filming (whether cinematic or video) or photography;
- The erection of any structures such as marquees, awnings, etc. without the permission of the Venue.
- To erect, place or affix any banners or signage within the Venue or on any Venue infrastructure;
- The use of any public address system including a hand-held megaphone;
- Bringing any animals, other than assistance animals/dogs, on to the site;
- The operation of motorised DRONES, model aircraft, boats or cars; and
- Conducting any kind of survey of visitors to the Venue.

Attention dog owners.

Dogs are only permitted in the Venue if the following conditions are satisfied at all times:

- Dogs must be on a leash;
- Dogs must be kept under control;
- Dogs are prohibited from wading or swimming in the lakes;
- Dog owners must collect their dog's faeces and deposit them in the receptacles provided;
- Dogs are not permitted within the café areas and all buildings, assistance dogs are exempt.

Speed limits

- The speed limit for all motor vehicles and cyclists is 20 KPH.

Motorists

Motor vehicles at the Venue:

- Must remain on sealed roads, apart from designated camping areas and be driven in accordance with all signs;
- Must be parked in designated parking areas in accordance with signs, not on any other areas including any grassed areas, unless directed by a Venue authorised person; and

Cyclists

All cyclists must:

- Wear a helmet;
- Not hang on to any motor vehicle to be towed or pushed.

Risk warning to all visitors

- Visitors participate in recreational activities at the Venue at their own risk.
- LBIRC has unfenced access to the Lakes as well as roads that at times are used by vehicles. Parents are required to supervise children at all times.

3. ARC EVENT PARTNERS



**ROWING AUSTRALIA WISHES TO THANK ALL
2025 ARC PARTNERS, SUPPLIERS AND SUPPORTERS**

HOSTED BY

SUPPORTED BY

STRATEGIC SPONSOR



TASMANIAN

PRINCIPAL PARTNER

MAJOR PARTNER



OFFICIAL PARTNERS



EVENT PARTNERS



PART 5

FORMS &

MAPS

AUSTRALIAN
ROWING
CHAMPIONSHIPS



1. Incident Report Form

INCIDENT/ACCIDENT CATEGORY (mark as appropriate)

<input type="checkbox"/> Missing Person	<input type="checkbox"/> First Aid	<input type="checkbox"/> Bomb Threat
<input type="checkbox"/> Noise Complaint	<input type="checkbox"/> Fire	<input type="checkbox"/> Suspicious Person/Item
<input type="checkbox"/> Crowd Incident	<input type="checkbox"/> Emergency Evacuation	<input type="checkbox"/> Intoxication
<input type="checkbox"/> Theft/Robbery	<input type="checkbox"/> Emergency Services required	<input type="checkbox"/> Unauthorised Activities
<input type="checkbox"/> Damage – Accidental	<input type="checkbox"/> Slip/Trip/Fall Incident	<input type="checkbox"/> Hazard Identified
<input type="checkbox"/> Damage – Malicious/Criminal	<input type="checkbox"/> Other (please specify) _____	

DETAILS OF INCIDENT/ACCIDENT

Date:		Location:
Time:		
Reported by:	Name: Telephone No:	Address:
Description of Incident/Accident (continue over page if required): _____ _____ _____ _____ _____		

DETAILS OF THEFT/DAMAGE/OTHER

Were Police called? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did they attend? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Police Officer:	
Contact Station:	Telephone No:
Details of Theft/Damage (continue over page if required): _____	

DETAILS OF PERSON INVOLVED/INJURED

Person involved:	Name:	Address:
	Telephone No:	

DETAILS OF INJURIES & TREATMENT

Was First Aid required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of First Aid Officer:
Was an Ambulance requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did the person go to Hospital? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Hospital:		
Details of Treatment (continue below if required): _____ _____ _____		

DETAILS OF ANY WITNESS OR OTHER PERSON INVOLVED

Name:	Telephone No:
Name:	Telephone No:
Name:	Telephone No:

ADDITIONAL/OTHER INFORMATION

_____ _____ _____ _____ _____ _____
--

DETAILS OF PERSON INVOLVED/INJURED

Person involved:	Name:	Address:
	Telephone No:	

DETAILS OF INJURIES & TREATMENT

Was First Aid required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of First Aid Officer:
Was an Ambulance requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did the person go to Hospital? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Hospital:		
Details of Treatment (continue below if required): _____ _____ _____		

DETAILS OF ANY WITNESS OR OTHER PERSON INVOLVED

Name:	Telephone No:
Name:	Telephone No:
Name:	Telephone No:

ADDITIONAL/OTHER INFORMATION

_____ _____ _____ _____ _____ _____
--

2. Rowing Terminology

Boat Types/ Event Naming		
1x	Single Scull – 1 sculler	Boats where each rower has two oars each.
2x	Double Scull – 2 scullers	
4x	Quadruple “Quad” Scull – 4 scullers	
4x+	Coxed Quadruple “Quad” Scull – 4 scullers plus cox	
2-	Coxless Pair - 2 sweep oared rowers	Boats where each rower has one oar each.
4-	Coxless Four - 4 sweep oared rowers	
4+	Coxed Four - 4 sweep oared rowers plus cox	
8+	Coxed Eight - 8 sweep oared rowers plus cox	
U17	Under 17 years of age	Calculated on the 31 st of December of the year of competition.
U19	Under 19 years of age	
U21	Under 21 years of age	
U23	Under 23 years of age	
Open (O)	Open to all competitors.	
LW	Open to Lightweight Rowers	
Para	Para events open to competitors with an eligible impairment and have been formally classified according to the Rowing Australia Para Rowing Competition Regulations.	
Club	Club events are open to competitors who are members of the same club, have not in the past year been selected for a Senior or U23 National team, and are not nominated for a Senior or U23 National team.	
Sprint	Events contested over 500 metres.	

Rowing Terminology	
'Back it'	To row in reverse to manoeuvre the boat to a desired position.
Backsplash	Water splashed back towards the bow by the blade as it enters the water.
Blade/Spoon	The part at the end of the oar which goes into the water.
Bow	The front end of the boat. The first part of the boat to cross the finish line.
Bow Ball	A 5cm rubber ball fitted to the bow of the boat as a safety device. A compulsory fitting.
Bow Number	An alpha-numeric number that each racing crew has attached to their bow to identify their race (the alpha) and their lane number (the numeric).
Bow Seat	The rower closest to the front or bow of a crew boat when looking towards the bow.
Bowside	The right or starboard side of the boat when looking towards the bow.
Catch	The catch is the front end of the stroke where the oar is placed into the water
Catching a Crab	A "crab" is when the oar gets stuck in the water and impedes the progress of the boat.
Check it	Is when the crew, or some members of the crew put their oar into the water and hold it still to stop the boat from moving
Collar/Button	A wide plastic ring placed around the sleeve of an oar. The button stops the oar from slipping through the oarlock.
Cox Box	A brand name, but also a common term used for a speaker system that the coxswain uses to be heard throughout the boat. It can also show stroke rate, boat speed and time etc. to the coxswain.
Coxswain or Cox	The person who is responsible for steering a coxed boat and making race calls to the crew. Not all boats have a cox. The cox may either sit in the stern of the boat or lie down in the bow of the boat. The cox faces the direction the boat is going.
Distance	All races except Sprint events are over the Olympic distance of 2,000 metres.
Drive	The part of the stroke where the oar is in the water

Rowing Terminology	
Easy or Easy Oar	To stop rowing
Ergometer, Ergo or Erg	An indoor rowing machine.
Event Progression	Each event will be conducted over several rounds, the number of which varies depending on the number of entries. Most commonly a heat, repechage, semi-final, and final. Most events use elimination rounds to whittle down to A and B Finals, with the exception of 4x, 4+ and 8+ School events, which have Finals for all crews.
Feather	When the oars are turned so the blade is parallel with the water
Finish	The end of the drive where the oars are released from the water.
Foot Stretcher	Apparatus for holding the feet firmly in the boat.
Lightweight	Lightweight rowers need to meet certain weight requirements to race.
Rating	The number of strokes taken per minute.
Recovery	The part of the stroke where the oar is out of the water, when the rower is moving forward to the catch. The beginning of the stroke.
Repechage	Races in which the best-placed of those who failed to win heats compete for a place in the final or semi-final.
Rigger	An attachment to the side of the boat which holds the oar.
Sculler	A rower who rows with two oars, one in each hand.
Seat number	A rower's position in the boat counting up from the bow. In an eight, the person closest to the bow is "bow," the next is 2, followed by 3, 4, 5, 6, 7 and finally "stroke."
Slide	Runners on the deck of each seat that guide the wheels of the rower's seat during the stroke.
Splits or Split time	A way to describe a boat's pace by measuring the time it has taken a crew to row a specified distance. Usually expressed as time/500m.
Square	When the blade is at right angles to the water.
Stern	The rear end/back of the boat. Last part of the boat to cross the finish line.
Stroke	The entire cyclical movement of the oar going through the water, finish and recovery and going back in again.

Rowing Terminology	
Stroke Seat	The rower closest to the stern of the boat.
Strokeside	The left or port side of the boat when looking to the bow.
Sweep	Rowers who row with one oar/boats where each rower has one oar.
Wash	The wake from another boat.
Washing out	A technical fault where a rower's blade comes out of the water during the drive, rather than being held in the water for leverage through the entire drive.

3. Venue Maps





AUSTRALIAN
ROWING
 CHAMPIONSHIPS
 24 - 30 MARCH 2023

VENUE - OVERVIEW



KEY

	Regatta Village		Information
	Spectator Area		Ticketing
	Workzone Area		Accreditation
	Boat Park		First Aid
	Boat launching		Doctor
	Franchise		Physio
	Provision		Catering
	Restricted Access		Merchandisers
	Para-rowing racks		Spectator Viewing
	Car Parking		Big Screen
	Bus Parking		Team tents
	Special Access Parking		Assembly point
	Drop off bay		Medical Preparation
	Toilets - Accessible		VIP Seating
	Toilets & Shower		Shaded Seating
			Launching point

- 1 Athlete Weighing
- 2 Athlete Services & Bow Numbers
- 3 Next Gen Champions display
- 4 Public Catering
- 5 Cafe
- 6 Dining Control
- 7 Volunteer Area & Jury Catering
- 8 Media
- 9 Event Management Offices
- 10 VIP Jury Rooms & Meeting Rooms
- 11 Presentation Portion

PART 6

INDEX

AUSTRALIAN
ROWING
CHAMPIONSHIPS



A

Accessibility · 15
Accreditation · 13
Administration · 16
Athlete Warm Up · 16
Athlete Weighing · 17
ATM · 16

B

Boat Builders · 13, 17
Boat Park · 13, 15, 18, 26
Boat Racks · 17
Boat Weighing · 17
Bow Numbers · 17

C

Car Parking · 14
Conditions Of Entry · 43

D

Dogs · 43, 47

E

Event Control · 17, 20, 26
Event Management Office · 14,
17, 20, 21, 27, 28
Extinguishers · 25,26

F

First Aid · 25, 26, 27
Frequently Asked
Questions · 35, 36

I

Incident · 23, 51

L

Lost And Found · 17, 23
Lost Person · 23

M

Maps · 19, 59
Merchandise · 18

P

Pay Phone · 18
Physiotherapy · 18
Prohibited Activities · 44

R

Regatta Village · 12
ROWunion · 16

S

Security · 18
Shuttle · 14
Smoking · 43

T

Team Tents · 18
Toilets · 15, 18
Transport · 14

V

VIP · 12, 14, 18
Volunteer Thank You · 12

W

Working With Children
Check · 36