



HENLEY
ROYAL REGATTA
2021

NOTES AND INSTRUCTIONS
FOR COMPETITORS AND COACHES

For the Committee of Management

Regatta Headquarters
Henley-on-Thames


Secretary
Henley Royal Regatta

Stewards' Enclosure

START ←

COURSE →

RIVER THAMES

BOATING PONTOONS

BOATING AREA

WCs

MEDICAL
CREW ENQUIRIES & BOAT TENT OFFICIAL
FOOD & DRINK
SHOP

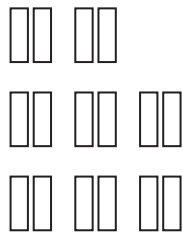
BOAT REPAIR

Private Parking

CHECK-IN

Trailer Parking

Competitors' Parking



← Marlow

A4155

Henley →

1. **CONDITION OF ENTRY**

The Henley Qualification and General Rules (2021 Edition) and published Amendments to the General Rules for 2021 are available to download from regattaentries.co.uk

Their acceptance is a condition of entry and all competitors should be acquainted with them.

2. **SPECIAL ARRANGEMENTS FOR THE 2021 REGATTA**

As a consequence of the current Covid restrictions, the Boating Area and boat storage for the 2021 Regatta will be moved from the traditional Boat Tent Area adjacent to the Stewards' Enclosure to a temporary enclosure on Fawley Meadows, on the Buckinghamshire side of the river (see map on page 2).

Boats and oars will be stored on clubs' own boat trailers, so please bring your boat trestles to site. On arrival and subject to availability, space will be allocated adjacent to each trailer for clubs to erect a small shelter or gazebo.

Boat trailers may be parked, and left at the owner's risk, at Fawley Meadows from 10:00 on Sunday 8 August.

All participants will also be expected to adhere to the Regatta's COVID Code of Conduct which will be circulated prior to the Boating Area opening.

3. **BOAT TENT OFFICIAL'S OFFICE (See plan on page 2)**

NEW: The Boat Tent Official's Office will be located at the Fawley Meadows Boating Area and officially opens to crews from 10:00 to 20:00 on Sunday 8 August, from 08:00 to 20:00 daily from Monday 9 August to Saturday 14 August, and then from 10:00 to the end of racing on Sunday 15 August. Boat Tent Officials will deal with all questions about boating and equipment.

4. **CREW ENQUIRIES OFFICE (See plan on page 2)**

The Crew Enquiries Office is responsible for checking the names of competitors, for issuing competitors' badges and car park labels, and for all questions about the Regatta and racing matters. This Office will be open at the following times:

Sunday 8 August to Tuesday 10 August - 09:00 to 20:00,

Wednesday 11 August to Saturday 14 August - 08:00 to 20:00, and Sunday 15 August from 10:00 to the end of racing.

5. **ARRIVAL AT THE REGATTA SITE AND CREW REGISTRATION**
When crews arrive at Fawley Meadows they will be directed by Boat Tent Officials to their trailer parking area. They must then report to the Boat Tent Official's Office to collect a boat number and to purchase a temporary Environment Agency Licence if required (£10.00).
They must also report, in due course, to the Crew Enquiries Office for the names of all the crew members to be checked and to collect competitors' badges and car park labels. For more details on these requirements, see below.
No crews will be allowed on the river to train until the morning of Monday 9 August. The lake at Dorney is available for crews wishing to train from:
10:00 to 18:30 on Thursday 5 and Friday 6 August, and
09:00 to 14:00 on Sunday 8 August.
Training is not available at Dorney on Saturday 7 August as this is when the Qualification Races will take place.
For information about medical services, see the back pages (Note 38).
6. **BOAT RACKS**
For the 2021 Regatta boats and oars should be stored on clubs' own trailers in the parking spaces allocated by the Boat Tent Officials.
7. **LOADING AND UNLOADING BOATS**
Please note that boats may not be delivered to the Fawley Meadows Boating Area outside of the opening hours as specified under Note 3. All boats and trailers MUST be removed from the Fawley Meadows Boating Area by midnight on Finals Day, Sunday 15 August. Any boats or trailers remaining in the Fawley Meadows Boating Area risk being towed away to Butler's Field, where the gates will be locked from Monday 16 August onwards and where there will be no security maintained.
8. **BOAT NUMBERS**
Rule 33 requires that every competing boat must carry an official number plate. This can be obtained from the Boat Tent Official. Crews must collect their numbers before their boats are put on the water and can be collected from the Boat Tent Official on or after 10:00 on Sunday 8 August.
The number plate must be carried on the bow of the boat in a standard number plate holder. These holders can be purchased from the Boat Tent Official for £5.00 each. Number plates should be carried at all times, both training and racing.

9. ENVIRONMENT AGENCY LICENCE

Every boat competing or training at the Regatta must be licensed by the Environment Agency. If you are a British Rowing affiliated club, you must have registered and paid for your boat licence through the British Rowing/EA Boat Licensing Scheme. For boats not registered through this scheme, a limited number of licences will be available for purchase from the Boat Tent Official (£10.00 each). These are only valid from Monday 9 August. No visiting crews boating from Fawley Meadows will be permitted to train on the river at Henley prior to Monday 9 August.

10. NAMES, WEIGHTS AND SUBSTITUTIONS

The names of all competitors racing in the Regatta must be checked at the Crew Enquiries Office on Sunday 8 August or as soon as the crew arrives in Henley. All members of a crew must attend at the same time to confirm, with identity documents, the details of their name and initials.

Any alteration to names and any substitutions MUST be notified to the Crew Enquiries Office in accordance with the Rules.

Rule 16 Substitution,

Rule 17 Substitution on medical grounds,

Rule 28 Weighing of coxswains.

11. CAR PARK LABELS AND COMPETITORS' BADGES

These will be available for collection from Sunday 8 August onwards. An accredited representative of the crew concerned must be able to show proof of identity and will be required to sign for these items, declaring status e.g. Coach, Captain.

Free Car Park labels for the Competitors' Car Park, located at the Fawley Meadows Boating Area, are only available to crews competing in the Regatta who are obliged to drive to Henley in order to compete, and the number of labels available is strictly limited.

From Wednesday 11 August, crews which have not collected these items will have difficulty entering Regatta land and gaining access to the Fawley Meadows Boating Area where the Crew Enquiries Office is located in a vehicle without a label.

Competitor Badges give free admission to Fawley Meadows Boating Area only.

12. **QUALIFYING RACES**

The Qualifying Races (Rule 20) will be Timed Races and will be held on Saturday 7 August at Dorney Lake. If a crew is required to compete in the Qualifying Races then its name will be included on a list that will appear on the Regatta website (hrr.co.uk) on the evening of Sunday 1 August.

Separate instructions for the Qualifying Races will be issued for Competitors and Coaches.

13. **ACCESS TO THE FAWLEY MEADOWS BOATING AREA**

On the days of the Regatta, access to the Fawley Meadows Boating Area is restricted to those people wearing Competitor Badges, and Regatta Officials and staff.

14. **CHANGING FACILITIES**

There will be no shower facilities at the Regatta in 2021, although a shower for use in an emergency will be available. Crews should make provision for changing kit at their trailers/gazebos. Access to toilet facilities in the Fawley Meadows Boating Area is restricted to Competitor Badge holders and supervised by designated staff.

15. **COXSWAIN'S DEADWEIGHT**

In accordance with Rule 28 coxswains shall be weighed in on each day of competition, not less than one hour before their first race. Coxswains obliged to carry deadweight shall collect the required deadweight from the Crew Enquiries Office before going afloat for each race.

16. **COXSWAIN'S LIFE JACKET**

In accordance with Rule 28(e) coxswains must wear a suitable life-jacket at all times when on the water.

17. **BOW BALLS**

In accordance with Rule 30 every boat shall carry securely affixed to the bow a white protective ball, minimum diameter 4cm., in rubber or similar material fitted in a safe manner unless the bow is so constructed as to afford equivalent protection.

18. **HEEL RESTRAINTS**

In all boats the foot stretchers, shoes or other devices holding the feet of the rowers shall be a type which allows the rowers to get

clear of the boat with no delay in an emergency. Where shoes or other devices holding the feet will remain in the boat, each shoe or device shall be independently restrained such that when the heel reaches the horizontal position the foot will be released from the shoe. In addition, where laces, Velcro or similar materials must be opened before the rower can remove his feet from the shoes or other device, all such materials must be able to be released immediately by the rower with a single quick hand action of pulling on one easily accessible strap. Where shoes or other devices holding the feet will not remain in the boat, each shoe or device must be able to be released by the rower without using his hands or with a single quick hand action of pulling on one easily accessible strap or release device.

19. BOAT AND OAR REPAIRS

On the five racing days there will be a number of Boat and Oar Repair personnel on site at the Fawley Meadows Boating Area. These service providers can be contacted via the Crew Enquiries Office. No noxious or flammable materials are to be brought into the Fawley Meadows Boating Area.

20. BICYCLES

Bicycles should be stored at clubs' trailers and nowhere else. All bicycles should be fitted with bells. Coaches who cycle on the towpath do so at their own risk and without the approval of the Regatta. Coaches are reminded that pedestrians using the towpath have the right of way at all times. No cycling is permitted on the Buckinghamshire bank.

21. THE DRAW

The Draw for heats and stations will take place 'behind closed doors' on Sunday 8 August and will be broadcast via the website – hrr.co.uk.

22. PROGRAMME ARRANGEMENT

Competitors who are unable to row at specific times for genuine reasons e.g. examinations, may fill in a Race Time Request Form for submission to the Committee via the Crew Enquiries Office as soon as possible and, in any event, not later than:-

- (a) For races on Wednesday: 10:00 on Monday 9 August. After this time no further requests will be accepted.
- (b) For races on Thursday, Friday, Saturday or Sunday: 17:00 on the preceding day.

A separate Race Time Request Form must be completed for each crew for each day of racing.

The final programme for Wednesday's racing will be posted on the crew notice board by 14:00 on Monday 9 August. It will also be posted on the Regatta website.

The Thursday, Friday, Saturday and Sunday programmes will first be displayed briefly outside the Secretary's Tent in the Stewards' Enclosure immediately after the last race on the preceding evening, they will then be printed and posted on the crew notice board and on the Regatta website (hrr.co.uk) as quickly as possible.

23. DOUBLE ENTRIES

The Committee may, at its absolute discretion, decide upon the order in which Events involving double entries will be rowed.

The normal order of priority is as follows:-

8+; 4-; 4+; 4x; 2-; 1x; 2x.

No competitor may be entered for more than two events.

24. RESPONSIBILITY FOR PROPERTY

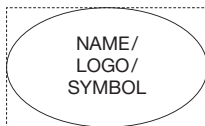
It is a condition of entry (Rule 12) that clubs, competitors and coaches must be covered by their own third-party liability insurance with a limit of indemnity of at least £5,000,000 or currency equivalent. Henley Royal Regatta accepts no responsibility for loss or damage to boats, equipment or other articles whilst on Regatta property or elsewhere.

There will be no left luggage facility at the Regatta this year. Crews are advised to ensure that any left luggage is secured in cars or minibuses on site at the owner's risk.

25. SPONSORSHIP AND ADVERTISING IDENTIFICATIONS

Identification and how it is measured

The area of the Identification is calculated by drawing vertical and horizontal lines at right angles to each other extended from the most extreme points of the name or symbol, or of the background colour if this covers a larger area. The area is therefore measured as a square or rectangle, for example:-



26. IDENTIFICATIONS ON CLOTHING

(a) Racing Shirt or equivalent

Sponsor Identifications may only appear within an Advertising Space. There shall be only one Advertising Space on each racing shirt and the Advertising Space may be no more than 100 sq. cm. in area.

The Identification of the Clothing Manufacturer may also appear once and may be no more than 20 sq. cm. in area.

(b) Headwear

Sponsor Identifications may only appear within an Advertising Space; no more than 50 sq. cm. is allowed.

The Identification of the Headwear Manufacturer may appear once in a position separate from that of the Advertising Space and may be no larger than 6 sq. cm.

(c) Shorts or equivalent

Sponsor Identifications may only appear within an Advertising Space and may not exceed 50 sq. cm. in area and may appear on one or both sides of the shorts, each side to be identical at no more than 50 sq. cm. each.

No commercial advertising will be allowed on any part of the racing clothing other than as has been indicated above.

27. IDENTIFICATIONS ON RACING EQUIPMENT

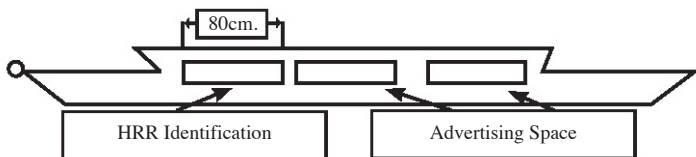
(a) Racing Boats

The first 80 cm. on each side of the shell in the section of the boat occupied by the rower(s) is reserved for Henley Royal Regatta Identification purposes, which may appear once on each side of the boat and be no more than 800 sq. cm. in size. Sponsor Identifications may only appear within an Advertising Space. Each Advertising Space on a boat may be no more than 800 sq. cm. in size.

Advertising Spaces allowed are limited by boat type as follows:-

1x, 2x, 2-	once each side
4x, 4-, 4+	maximum twice each side
8+	maximum 4 times each side

The example below shows the Identifications permitted on a 4x, 4-, 4+:-



In addition all boat types are permitted one Advertising Space on each of the bow and stern canvases.

The Identification of the Boat Manufacturer may be displayed once on each side of the boat with a maximum area of 100 sq. cm.

(b) Racing Sculls and Oars

No Identifications are allowed on the outboard section of the loom or shaft (that is, outboard from the collar).

On the inboard section of the loom or shaft (when measured from the attachment of the handle with the shaft to the collar) the following Identifications are permitted.

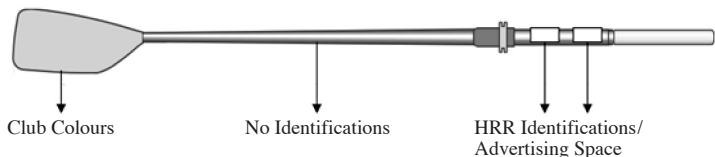
On a scull, a space of no more than 72 sq. cm. is reserved for Henley Royal Regatta Identification purposes.

In the same area on the loom one Advertising Space of no more than 72 sq. cm. is allowed.

In addition the Identification of the Oar Manufacturer may appear once and may be no more than 60 sq. cm. in area. On an oar, a space of no more than 100 sq. cm. is reserved for Henley Royal Regatta Identification purposes.

In the same area on the loom one Advertising Space of no more than 100 sq. cm. is allowed.

In addition, the Identification of the Oar Manufacturer may appear once and may be no more than 60 sq. cm. in area. The example below shows the Identifications permitted on an oar:



No commercial advertising will be allowed on any part of the racing equipment other than as has been indicated above.

28. **DRESS**
Rule 26 states that every competitor must wear a vest and shorts (or equivalent) as a minimum.
Competitors are also asked to observe this Rule in training.
29. **CATERING FACILITIES**
Take-away catering facilities will be provided but there will be no tables at these facilities. If purchasing refreshments from these facilities, crews are requested to take these back to trailers or cars / minibuses for consumption.
30. **LAUNCH TICKETS**
With the Boating Area located at Fawley Meadows, the logistics of providing access to launch tickets for coaches are difficult. Please check with Crew Enquiries on the day for the latest information.
31. **ARRANGEMENTS FOR CREWS BOATING AND RETURNING TO THE FAWLEY MEADOWS BOATING AREA**
Details on how crews should boat for training, racing and returning to the Fawley Meadows Boating Area will be issued in a separate instruction note.
In order to assist the Regatta it is essential that crews and coaches read and follow these instructions.
32. **DAMAGE ON THE WAY TO THE START**
A tool box containing basic tools and a selection of spare parts is kept in the Start Judges' Tent on the Start Line throughout the Regatta.
Tools that are borrowed must be returned to the Start Judges before the crew which has used them begins its race.
A pontoon will be moored to the towpath bank below the Start to give access to any boat which may need emergency repairs or adjustments.
33. **AT THE START – RULE 41(a)**
The attention of competitors is particularly drawn to Rule 41(a). There is no Crew Marshal at the Start, nor any call-up system for crews to come on to the Start.
Crews must be attached to the stakeboats at the correct time (2 minutes before the advertised time of the race) in accordance with Rule 41(a), or risk disqualification or being awarded a False Start.

34. **STARTING PROCEDURE – RULE 41(b)**
When an Umpire is starting a race but a crew is not ready, the coxswain or the steersman should raise a hand to indicate this. Where coxed boats have the coxswain in the bows, the hand is not visible to the Umpire; in such cases the bowman should raise a hand.
35. **CONDUCT OF RACES**
Competitors are notified that Rule 41 which governs the conduct of racing at Henley differs both from the British Rowing Rules of Racing and the FISA Rules of Racing. In particular:-
(a) Interference is not defined, but is left to the Umpire’s decision.
(b) There is no obligation upon the Umpire to warn a crew that it is out of its proper course before disqualifying it for interference.
(c) All coaches, competitors and clubs are reminded of the possible sanctions imposed by the Qualification and General Rules in respect of unsporting conduct.
36. **CHURCH SERVICE**
Sadly, we have decided that the Regatta Church Service should not take place this year due to the ongoing COVID-19 situation.
37. **PRIZEGIVING**
Arrangements for the Prizegiving Ceremony will be confirmed nearer the time. Please check with Crew Enquiries for the latest update.
38. **MEDICAL AND FIRST-AID SERVICES**
For a genuine medical emergency ring “999” or “112” for an ambulance.

For the treatment of minor injuries please visit Townlands Memorial Hospital, York Road, Henley-on-Thames or call (01865) 903755 for advice.

Non-urgent appointments with a doctor can be arranged by telephoning:
The Bell Surgery, York Road, Henley-on-Thames,
Henley (01491) 843250 (Monday-Friday 08:00 to 18:30)

Dental treatment appointments can be arranged by telephoning:
Blandy House, 29 Hart Street, Henley-on-Thames
Henley (01491) 573112

The Boat Tent Official has a telephone.

For Monday 9 and Tuesday 10 August

First Aid facilities will be provided next to the Crew Enquiries Office.

From Wednesday 11 August to Sunday 15 August

In addition to the above services, Doctors and Paramedics will be on duty during the days of the Regatta.

The Medical Tent will be open from 30 minutes before the first race until 30 minutes after the finish of the last race each day.

39. SAFEGUARDING AND WELFARE

The Committee is dedicated to the safeguarding and welfare of children and adults at risk, ensuring that the Regatta's procedures reflect statutory responsibilities and established best practice.

Any concerns regarding safeguarding and welfare should be communicated to the Welfare Team on 07806 767435 during the hours stated on the Safeguarding & Welfare notice posted on the crew notice board. Outside of these times, in the case of an emergency dial "999" or "112".

40. HEALTH INSURANCE

Overseas Competitors are advised to ensure they have adequate Health Insurance to cover the provision of medical care in the United Kingdom.

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THE COURSE 2021

