



Gisborne Rowing Club

Handbook

For members new to the Club





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A brief Tour

Committee

- President - Dianne Renolds
- Treasurer - Rhonda Jones
- Secretary - Serina Papworth
- Club Captain - Jeff Ruston
- Head Coach - Luke McKenzie
- Health & Safety - Vicki Briant
- Assets - Paul Brown

Coaching team

- Luke McKenzie
- Josh Kelly
- Katie Hunter

Membership

Annual Membership Subscription runs from **October 1 to September 30** the following year.
There are a number of Membership options.
Please refer to the GRC Website, under **Membership** for more detail.

Communication Platforms

1. **HEJA** - Team app that is used for all rowing-related communications between coaching team and rowers. Find the App in the Play Store and use this number **JK-882824** to join
2. **PRIVATE media** - Non formal, mostly for general notices, pics and all internal chat
 - a. Facebook search **gisborne rowing club** in groups
 - b. Instagram search **grc private 2023**
3. **PUBLIC media** - Formal, structured media
 - a. www.gisbornerowingclub.co.nz
 - b. Facebook search **gisborne rowing club**
 - c. Instagram search **gisborne_rowing**



The Expectation

Training & Regatta

- If you are intending to row competitively, you are expected to train to the schedule set out in Heja by your coach.

Our Coaches focus on developing self-belief in the rowers and fostering important life skills such as teamwork and responsibility. Rowing technique, fitness and nutrition are always hot topics. The coaching team is committed to providing the necessary support and guidance to help the rowers reach their full potential. **Refer to the Club Calendar for Regattas.**

Fees, Costs & Uniforms

GRC Membership Subscription - Annual

The Membership subscription covers the costs of running the Club such as insurance, fuel etc. Payment plans are a convenient way to manage this cost. Talk to the Treasurer to organise.

NOTE - Schools may charge an additional sports fee, talk to your School Sports Coordinator about this.

+ Regatta Fees - Per Regatta

Additional to the Membership fees are Regatta & Training Camp fees, these cover accommodation, travel and food.

+ Uniforms - There are Club & School uniforms

Club and School uniforms can purchased by the Rower, there are options to loan uniforms if desired

Club Regattas	School Regattas
Rowsuit - Purchase or loan	Rowsuit - provided by the schools, loan or purchase
Singlet (Novies) Purchase or loan	



Health & Safety



Hazards

- REGISTER - Hazards are noted on the wall in the shed
 - Review the HAZARDS before you row
- WATERWAY & TRAFFIC PLAN - Maps are by the ERGS
 - Review the WATERWAY before you row
- WEATHER CONDITIONS - Metservice or Niwa
 - Review the CONDITIONS before you row



Induction Checklists

Review the INDUCTION CHECKLISTS after they have been explained to you to ensure you are familiar with them. They are further on in this booklet.

If you have any questions, be sure to raise them with a Coach, Rower or Committee until you have satisfied your question.



Emergency Procedures

The EMERGENCY PROCEDURES are located in the TOP SHED ON the EMERGENCY BOARD



Induction Summary

Checklists

The checklists below are for you to work through with your coach, and you will also learn from your team as you train.



I have been shown and understand the Protocols below:	
1.0 Water Safety - I have been shown and understand the Water Safety Protocols	
2.0 Boat Safety - I have been shown and understand the Boat Safety Protocols	
3.0 Shed Safety - I have been shown and understand the Shed Safety Protocols	
I am aware of the Club Policies and Procedures on the GRC website and understand it is my responsibility to read and understand them.	
Rowing New Zealand Documents	
Water Safety Code	
NZRA Rules of Racing	
Gisborne Rowing Club Documents	
Constitution	
By Laws	
Code of Conduct	
Child Protection Policy	
Selection Policy	
Incident Report Form	



1.0 Water Safety

Water Safety checklist



I know to wear suitable clothing	
I can identify hazards on the river	
I know to check weather & water conditions before I row	
I can swim COMPETENTLY (50m in light clothing) - this has been sighted by a COACH	
I have been shown what to do if I CAPSIZE	
Stay AFLOAT and CALM	
Stay with the BOAT - do not swim to LAND without the boat	
I know the WATERWAY RULES	
Use caution under bridges (swimmers, jumpers)	
I know to STAY RIGHT and to be courteous to other river users	
TSUNAMI - I understand what to do in case of a Tsunami, on and off the water	
I know to report any incidents using the QR code or the book	

Going on water & return - process



Sign in (time) - use the book inside the top shed, or the QR Code	
Sign in other members who are rowing with you, be courteous	
Note the boat you are taking/allocated, write it in the book	
PFD must be used - if rowing DOUBLE or SINGLE	
Sign out (time) to be recorded in the book, or QR Code	
Note any damages in the book & contact Coach ASAP	

Signature of Inductee.....



2.0 Boat Safety

Boat Safety



I know to check the bow ball & any protruding screws	
I know to check for hatch cover bungs (they are IN)	
I know about single hand quick release on shoes, and I've checked they are working good	
I know to check gates, riggers, blades , and seats are SECURE and in good working condition	
I know to check the seats are rolling free	
I know to check the heel restraints are tied down individually	
I know to check that the gates are done up properly	
I know to check that the riggers and oars are checked and tight	
I have flotation devices present, when required (Single or Double)	
I understand any damage to boats/equipment must be reported to the Head Coach	

After a session



I know to always wash the boats and blades after a session	
I will ensure boats, riggers and blades are stored back safely	
I know to keep an eye on the boats if they are on dumps, especially in the wind	
I know to make sure the hose is turned off	
I know to report any incidents using the QR code or the book	



3.0 Shed Safety

Shed Safety






I know where and how to sign in and out when going to row	
I know where the emergency numbers are located	
I know where the lifejackets are stored	
I know to identify and log any hazards/maintenance sighted	
I know what to do if I see suspicious behaviour	
I know not to invite non members into the sheds	
I know to keep the shed clean and tidy , especially keep the floor clear of trip hazards	
I understand any damage to plant & equipment must be reported to the Head Coach	
I understand if I am the last person in any shed that I ensure the shed is shut, and locked	
I know not to leave one person waiting at the shed, always leave as a pair - be a mate	



Thank You

Contact Information :

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