

Rowing Handbook

2018-2019

Name _____

Welcome to Baradene College Rowing (BCR)

This handbook provides information about the upcoming season, trainings, costs/fees, gear, regattas and a lot of information that will help you and your daughter(s) not only survive but thrive during the season. Created by the hundreds of families before us, Baradene College Rowing has a great reputation of being a fun environment for you to grow and prosper. We hope your daughter enjoys the rowing experience and the many friendships (as well as fitness and skill) she gains along the way.

Baradene College Rowing and the Cor Unum Spirit.

All rowers are reminded to be thankful and show gratitude by being attentive to all with whom you share life daily. Accept with gratitude all those in your school community. Helped by adults and peers to be truthful and honest with yourself, you will grow in self-confidence by dealing realistically with your gifts and limitations. Recognising the distinction between what you do and why you do it is an essential element in your education. This way, you will grow in your appreciation of various modes of thought and ways of thinking. Your learning takes place not only in the classroom, but also in all your relationships and all your experiences.

Key points for all Baradene rowers:

- Listen when a coach, adult or team mate is talking to you.
- Ask questions when unsure of what you are being asked to do.
- Help as soon as you are asked to - or as soon as you see it is needed.

‘Be humble, be simple, and bring joy to others’ – St. Madeline Sophie Barat



Contact Details

The main point of contact is **Lauren Arndt / BCR Manager: larndt@baradene.school.nz**

The whole crew is contacted via **The TeamReach APP**

Any changes to trainings / Regatta info / changes to race schedules will be posted on there.

You will still receive an email confirming travel times and other relevant information at least one week prior to camps and Regattas.

Name	Role	Mobile	Email
Caspar Hammond	Head Coach	0204245245	casparhammond@cantab.net
Erica Van Der Zanden	Assistant Coach	0279573828	hi.ericah@hotmail.com
Amber Fordham	Assistant Coach	0212624871	amber.fordham@hotmail.co.nz
Zoe Stevenson	Assistant Coach	021802113	zoenstevenson@gmail.com
Steve Walsh	BCR Chairperson	021858855	Stephen.Walsh@marsh.com
Maria Simpson	BCR Treasurer		mariasimpson2000@gmail.com
Maree Wrigley	BCR Secretary		maree@bizadvisor.net.nz
Di Hart	BCR Head Camp parent	021499748	di.hart.nz@gmail.com
Hannah Page	BCR Head of Fundraising	0212802680	hannahpage@outlook.com
Gary Adcock	BCR H&S Officer		garynzmail@gmail.com
John McDermott	BCR Novice Parent		john.mcdermott@stellarconsulting.co.nz
Therese McCarthy	Novice Parent Liaison	021703145	mike@qbp.co.nz

- ONLY USE THESE NUMBERS DURING NORMAL BUSINESS HOURS PLEASE.
- REMEMBER TO **CHECK TEAMREACH APP** BEFORE CONTACTING ANYONE.
- If something is not urgent, email first. *Thanks.*
- **Novice Parent Liaison** is keen to help you. She can answer many questions to do with: boats, regattas, local campsites in Cambridge as well as good places for meals and coffees too. No question is too trivial. Therese looks forward to meeting you.

It is expected that every rower and coxswains make it to every training on her schedule. By joining BCR your daughter has committed to attending all morning sessions, all land trainings and Saturdays at Mercer.

If you know she is going to be absent for a session she has to let Caspar know a week in advance. If she is ill and unable to train, please Direct Message Caspar before 7.30pm the night prior. If she falls ill during the night: text Caspar.

Training plans are made in advance and so are crews. Crew lists are on the App the night before trainings. Water training sessions begin at 5.30am. On Saturdays the vans depart Baradene at 7.25am.

Fees and Costs

Rowing costs falls into four main categories

1. Learn to Row \$350 – payable in August
2. Season and Competition costs \$3,400 per rower / \$2,850 per coxswain
 - a. Either payable in full at the start of the season OR by monthly instalment of \$570 From September to February.
 - b. A breakdown of season and competition costs are available by request.
 - c. BCR does not run accounts with any service providers. All costs are paid for in advance or as incurred so it is very important that all families keep current with the monthly payments.
3. Compulsory clothing & rowing shoes \$ 380 - \$700 – depending on items ordered.
 - a. More details on clothing requirements is on the order form (next page)
 - b. Payment for clothing is required prior to collection of items.
These payments are made via the parent portal.
4. Maadi Cup (NZSS). In 2019 it is at lake Karapiro. \$750 is the estimated cost. TBC
 - a. Payable prior to Maadi attendance.

Please note:

Failure to pay or falling behind may result in rower(s) being removed from the programme.

While every effort is made to bring the costs within budget, additional costs outside of the committees' control may require additional contributions.

If you have any queries – please do not hesitate to contact the Treasurer.

First instalment for fees this season is due on September 15th
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**EAT
SLEEP
ROW
REPEAT**

Baradene College Rowing Gear



There are many compulsory items that your daughters need to have. Pictured left : The Zoot Suit, racing Socks and hat.

Other items are: The school tracksuit, a couple of BCR tops and a pair of black BCR 'rugby' shorts. You will also need to purchase a 'day bag' that is take lake side to regattas and an overnight bag too. Both bags are named. The school hoodie is also allowed.

NO MUFTI is allowed to be worn lakeside.

Order Form at back of this handbook.



Prior to Christmas we row under West End Rowing Club.

We wear the singlet (pictured left) with plain black lycra/bike shorts. (eg. Nike pros but with no other colours).

We order the singlets all together. (Order form at back of this handbook)

How to know you are buying the right size?

- This year, a few senior rowers will let other rowers try on their gear for size.
- This will happen September 26/27th
- Some used gear will be on offer at the Parent Meeting on Sept 25th

Orders are due by: Oct 15th

Use the order form at the back of this manual when making your order.

Year Overview

Month	What's on...
AUG	<p>LTR Aug 26th Shoe fittings and LTR Parent Meeting @ WERC (2pm) Aug 19th Pre-season rowing training begins @ WERC Aug 30th BCR team 2018/2019 known</p>
SEPT	<p>Sept 1st Final LTR @ Mercer. Sept 3 FULL Team Rowing training at Baradene Sept 4th On water training begins at WERC Sept 25 Parent Info evening at Baradene at 7pm in the Atrium. Sept 26th TRY ON GEAR (meet in Erg room at lunchtime.) & 27th</p>
OCT	<p>Rowing team trainings at WERC/Baradene/Mercer School holidays Mini Camp.(Mornings only) Oct 6th NO MERCER TRAINING. Oct 15th ALL BCR GEAR ORDERS DUE.</p>
NOV	<p>Nov 3 Regatta at Lake Pupuke Nov 27th Parent & Rower Meeting at Baradene @ 6.30pm Rowing team trainings at WERC/Baradene/Mercer</p>
DEC	<p>Dec 8th Mercer Regatta Rowing team trainings @ WERC/Baradene/Mercer until Dec 16th Dec 14-16th Christmas Regatta KR1 Summer Personal training Programmes</p>
JAN	<p>Jan 6–13th CAMP Rowing team trainings at WERC/Baradene/Mercer Jan 25-27th Cambridge Town Cup KR2</p>
FEB	<p>Feb 5th Parent meeting 6.30pm Rowing team trainings at WERC/Baradene/Mercer Feb 17 AKSSChamps @ Lake Pupuke (date TBC) Feb 15th BCR Fundraising event Feb 23-24th Mercury Junior Regatta KR3</p>
MAR	<p>Rowing team trainings at WERC/Baradene/Mercer Mar 8-10th NISS Karapiro Mar 25-31st MAADI CUP (NZSS) At Lake Karapiro</p>

REGATTAS

Over the entire season we will compete in many Regattas. It is the chance to showcase all of our rowers, Baradene College and the Spirit of Cor Unum. This year's calendar has eight Regattas. The ultimate regatta being the NZ Secondary School Championships or MAADI Cup. In March 2019 this is to be held at Lake Karapiro (Maadi alternates yearly between Lake Karapiro and Twizel in the South Island).

We will have done all the necessary physical training in the build-up to regattas.

BCR Manager – Lauren Arndt will email all parents at least a week prior to a regatta with all the travel, extra food requirements, and accommodation information. Rowers will need to be packed and prepared for the weekend away. At times it means leaving school on a Thursday afternoon, so the girls will need to plan well.

Travel to Regatta is by school mini-van. Camp parents will drive the vans (and trailers) to and from regattas. Van driving forms should be filled out prior to driving one.

Camp parents – there is one Lead parent who co-ordinates with Caspar, the committee, Mrs Arndt and the others camp helpers. They organise the meals as well as the supervision of the girls at the accommodation. A large part of this role is ensuring all our rowers get the necessary rest to be able to compete at their best. In saying that, the sleeping arrangements/rooms will be allocated by Mrs Arndt and *not* chosen by the girls.

Regatta Crew Selection

Crews are formed for trainings early and will work together for most of the season. However, crews will have changes made to them. The crews that race at the first regatta may look very different by the end of the season. All rowers develop at a different pace and this is reflected in the crew selection. Of-course injuries and illness happens so we have to adjust where and when its needed.

MAADI Selection

Rowers performance during the entire season is considered when selecting the Maadi Crews.

Every 2yrs it is in Twizel and is a significant cost as well as a whole week off school. In 2019 it is at Lake Karapiro and we hope to take the full team however, this will depend on the performance of crews throughout the season. After the Head coach has made his selections, the final sign-off comes from Sandy Pasley. More details of Maadi selection will be announced in due course.

Representative Crews

At Baradene Rowing we encourage our senior athletes and where appropriate, junior athletes to put their name forward for representative crews. Coaches will also indicate to the parents when they think a rower is ready for the next step.

For more information please refer to this website: www.rowingnz.kiwi

Regatta Packing List.

(Girls will also receive an overnight list prior to the first overnight regatta)

Day Bag

All girls wear their school tracksuits & black Dri-fit top, with running shoes to and from the lake.

Racing Uniform

Racing Socks

Baradene Cap (Black)

Named Spanner

Blister Kit

Slides or jandals

Hair ties

Towel

Black 'rugby' shorts

Dri-fit T

Change of underwear

2 pairs of black bike shorts

Baradene Hoodie

Raincoat

Thermal tops (Black)

Snacks

Water bottle(s)

Beanie

Sun-block

Insect repellent

Games / cards / book / magazines etc...

Any personal hygiene/sanitary products needed

Any medicines/asthma inhalers*

(*in a **NAMED PLASTIC BAG** and should be

handed to Head Camp/regatta parent for the day)

Blister Care

Top tip: Let your hands get blisters BEFORE you tape them otherwise your hands will never toughen up.

Blister Kit

Tape (K Tape is best)

Scissors

Needles

Alcohol wipes (or similar)

Gauze pads

Friars Balsam

Methylated spirits

Aquacare urea cream (Mahe Drysdale recommends it!)

If you have raw blisters put gauze pads underneath the tape before you row.

Always sterilise your needles before popping blisters.

Once you've popped a blister wipe friars balsam on them to toughen the skin up.

Over the summer (when your hands have healed) put meths on them to toughen them up.

If your blisters become infected you should see the nurse as soon as possible.

You may need antibiotics to clear this up before it gets too serious.

Nutritional tips and guidelines for BC rowers.

It is a good idea to keep in mind that Baradene rowers are 'non-elite athletes'.

If they eat a well-balanced diet all week and drink plenty of water *and* get plenty of sleep - they should be able to perform at their best at every training. It also means that when they are in camp or at regattas and are being given a well-balanced diet and plenty of water and opportunity to rest – they should also perform at their best in races.

Your daughter NEEDS a light breakfast before morning trainings.

No breakfast = no energy = NO GAINS. (A wasted training). Keep in mind they need to go to school after training too. No breakfast could mean an entire day is wasted.

Breakfast can be a banana squished between 2 bits of toast. Maybe washed down by a not too sugary Milo and some water too. Make porridge the night before. Make an omelette the night before? Fruit toast is great too. The girls will need to pack their bags for school and lunch the night before so why not sort breakfast then too. After training they may like some nuts or chocolate milk, a cereal bar is easy. We say stay away from Up and Go. Too much soy (& sugar) to have for growing girls.

When at regattas they will NOT be allowed any junk food. None.






Bad food or poor diet = bad/poor performance.

A Burst of high sugar is followed by bigger low or dip of energy. Not good for sport or school.

Deep fried / heavily processed food is hard for our body to deal with and also not good for sport.

Good for sport = whole foods. Vegetables, Vitamins C & B have to be a focus on these growing bodies. Get some protein in every day in any way you can. If your daughter is not a fan of meat- try nuts, eggs, cheese and yoghurts too. Smoothies for breakfasts or desserts is a clever trick. Protein powder can be hidden in those (read guidelines on the packaging for correct use please). Frozen berries are our friends. Mix protein powder in to porridge for sustained energy during training or school too.

Cheat days ARE OK.... These are teenagers we are talking about. Do have a take away night (or 2!) just NOT the night before morning trainings or when going to a regatta.

ROW FUELED – ROW FAST before your race				
3 hours	2 hours	1 hour	½ hour	Recovery
				
Good Proteins Good Carbs Nothing Fatty	High Carb Low Protein Low Fat	Quick Carb Low Protein Low Fat	Small & Light Quick Carb	Within 30 Min Quick Carbs A Little Protein

Health and Safety

Caspar Hammond (Head coach) with Gary Addock are the **Health & Safety officers for BCR**.

They will oversee that the correct procedures are followed and this is aligned with the colleges policies. We are also subject to the Health & Safety programme of WERC. A full copy of the BCR & WERC Health & Safety policies are available on the Baradene College Sports Website (Rowing section).

- All Team members will have to complete a clothed 50m swim test prior to the first regatta.
- Coxswains must always wear a lifejacket when on the water
- We will maintain a coach boat/rower ratio of 1 to 12 at all times but for novices where it is 1:8.
- Coach boats are equipped with sufficient lifejackets, anchor/warp, an oar, bailer & first-aid kit.
- At Mercer all coaches carry their phones.
- All rowers & cox's must follow coach's instructions at all times.
- All coach's must complete the Coastguard boat handling course.
- Seatbelts must be worn by all travelling in vans and private cars
- All accidents must be reported to Caspar Hammond (Head Coach) or to Gary Addock. They will let Lauren Arndt know and the associated coach or parent will fill out an incident report.
- Any event where a rower or cox is injured must be reported to Lauren Arndt as soon as possible.
- Any damage to any school property must also be reported as soon as possible.

Parents

Baradene Rowing relies on the support of parents. Whilst the BCR committee does most of the organisational heavy lifting, there are many ways rowing parents can help, e.g. driving vans on a Saturday morning, parent help at regattas and camp, boatman/woman duties. If you have any special skills (medical training, fundraising/sponsorship etc) that you think may be useful, please let a committee member know. You may not be in a position to free up a whole weekend to help at a regatta. Don't worry! There are many other ways you can help, e.g. baking for camp and regattas, clean up after regattas and FUNDRAISING. Parent help rosters are managed using Signup.com, links to rosters will be posted on the TeamReach APP.

All parents must complete the van driving form (at the back of this handbook) and return it to the BCR Manager. We will need a copy of your Driver's License.

- It is the driver's responsibility to ensure every passenger is wearing a seatbelt at all times.
- Headrests must be left in the seats and the van should be left tidy after every use.
- The vans take Diesel and should always be returned to school with AT LEAST a ¼ of a tank in it.
- Each van has a BP Fuel card with its PIN number inside the logbook folder.
- Any parent who drives a coach boat must complete a Coastguard boat handling course or have the equivalent qualification/experience.
- Any parent who volunteers to stay overnight with the team at regattas or camps must be police vetted. (Forms available at first Parent meeting at 7pm on Tuesday September 25th)

In an emergency

If there is ever an emergency the Head Coach/Assistant Coach/Manager or Parent in charge will get in contact with you immediately. If YOU need to urgently contact your daughter – these are the people you should contact too.

Students use of Mobile Phones

The same school rules of Baradene College apply to the use of phones.

- They are not to be seen at trainings or to be used outside of the team tent at regattas. Please help us by reminding your daughter of this prior to regattas and camps.
- They will be given times to use them when at the accommodation and inside the team tent at regattas too. Usually this is once they have completed racing for the day or is the hour prior to dinner and depending on team schedules - maybe afterwards.
- To ensure all rowers are getting enough rest, mobile phones are collected at 9pm at regattas and camp, please bear this in mind if you want to contact your daughter.
- The head parent will have the final say on this and this is fully supported by Mrs Arndt and the coaches.

It is a good idea that you discuss with daughter the school rules and policies around Social Media use. Any inappropriate use that causes harm to the wellbeing of any team member will not be tolerated. By signing the Code of conduct, your daughter agrees to this.

Rowing NZ

Your daughter(s) will be registered with Rowing NZ and accordingly we are bound by the rules, regulations and guidelines of RNZ.

For additional information please visit: www.rowingnz.kiwi

ROWIT

Once the season starts and regattas commence another very useful website is www.rowit.co.nz. This website has all the regatta information and results on it. You can search for your daughters' name, event or for our school name - for all info of when races will be. Get familiar with it ASAP and be sure to ask for help.

BCR Complaints process

FIRST The rower should talk to her coach, hopefully this will be the end of the matter.

NEXT The coach will give the rower some time to think about it and then a meeting time to discuss the issue some more. The will discuss it with the Head coach/other coaches and/or Mrs Arndt.

- The rower should wait to hear back from the coach or Mrs Arndt.
- If a rower feels she has not been clear about her complaint she can also email it.
- As much as possible we would like the complaints to come directly from the rowers.
- We understand that your daughter(s) may not wish to discuss all matters with their coach and in that instance, they can see Mrs Arndt in the Sports Department during any breaktime at school.

If a parent has a complaint about a coach or another adult please email larndt@baradene.school.nz who will work quickly to rectify any issue. Anything unresolved will also go to our Director of Sport.

Please, under NO CIRCUMSTANCES are parents to approach coaches, parent helpers or committee members with complaints while at regattas. The focus is on the rowing.


Our rowers and supporters and coaching team will all be made aware of the rules and guidelines while training and competing for Baradene Rowing. You will all agree to follow them.

If this is done, there should be no complaints at all. (see contracts attached)



2017-2018 Rowing Team

Order form for: _____ 2018

	Cost	Size / Qty	Totals
Row Suit	\$85		
Socks	\$20		
Baradene Hoodie	\$66		
Black Cap	\$20		
Shorts	\$45		
Westend Singlet	\$49		
Black Dri-fit T-Shirt (a good idea to get 2)	\$35		
School tracksuit	Order directly through the school uniform shop.		
Day Bag	\$45	Named x 1	
Overnight bag	\$46	Named x 1	
Rowing Shoes – used	\$130	:	
WERC Water bottle & spanner	Free	Both are supplied by WERC and are already named.	
All items above are compulsory and is worn at regattas. (NO MUFTI LAKESIDE)		TOTAL COST 	\$
Other items / Not compulsory - Raincoat - Beanie - Blanket - Water bottle Order directly through the school uniform shop.			

Payments are made on the Parent Portal.

Rowers will be notified when and where from the items are to be collected.

All items should be NAMED IMMEDIATELY.

No order will be accepted/processed without parent sign off.

Parent signature _____ Date _____

Permission / consent forms

Whilst our focus for the girls is fun, fitness and fairness, we also actively promote competition and a competitive environment for seat/crew selection and performances at regattas.

Whether at training or regattas, the entire group is representing Baradene College.

It is a requirement that the following 3 forms are completed for your daughter to row for the season.

Please complete all forms and hand them into the sports department by **Monday 17th September**.



BARADENE COLLEGE ROWING **PARENT CONSENT AND PERMISSION SLIP**

I give permission for my daughter _____ to attend all rowing regattas and camps between the 1st of October 2018 and the 1st April 2019, being the usual rowing season.

I further give my daughter permission to take part in all activities that are part of the training programme.

I also agree to the following:

- My daughter will not transport girls or be transported by other rowers to and from any rowing activities.
- In the event of sickness or injury, I authorise Baradene College Rowing to obtain medical assistance if required and I agree to reimburse any costs involved should this occur.
- I give permission for my daughter's Health and Medical details and emergency contacts to be released to the Head Coach and Head Camp Parent(s) for Rowing and all other coaches.
- I acknowledge that my daughter is confident in water and able to swim at least 50 metres
- That the Baradene College Rowing Code of Conduct will always apply, and any breach of this code will be reported to the Head Coach and BCR Manager.
- Baradene College Rowing has my permission to return my daughter home if required by next available transport. I acknowledge I will be liable for all expenses. In this case NO REFUND of any fees will be made

Parent/s Name: _____

Signature: _____

Date: _____



BARADENE COLLEGE ROWING STUDENT'S **CODE OF CONDUCT**

Our Code of Conduct is based on the following:

1. Commit to training and compete for the entire race. Never Give Up!
2. Concentrate on being the best you can be. Best Performance, anywhere, anytime.
3. Be proud of the squad and be the best team player you can be.
4. Be confident in yourself, crew and team. Inspire your team with your competitive spirit and positive attitude.
5. Adhering to the COR UNUM spirit always.

The following are based on the rules of Baradene College and are always to be followed . You are required to:

- Obey all instructions given by coaches and parents in charge.
- Inform coaches of any health / injury or attendance problems.
- Respect and care for all rowing equipment.
- Respect others and their property —verbal, physical abuse or stealing will not be tolerated and may lead to dismissal from the squad.
- Keep your environment (room, lounge, tent sites, etc) clean and tidy.
- Be properly equipped always (suitable warm clothing, personal medication) .
- Wear the Baradene College Rowing uniform correctly and with pride.
- Ensure you are in the right place at the right time. This means you must attend no less than 90% of all activities to maintain your membership of the squad.
- Mobile phones will not be at the dinner table and will be turned off and handed in at the time given.
- Respect yourself and your training programme. Drugs/alcohol & cigarettes are NOT PERMITTED.

Any serious breach of this Code of Conduct could result in you being sent home at your own expense.

I, _____ have read and will abide by the above Code of Conduct.

Rower's Signature: _____

Date: _____



PARENT'S DECLARATION

I, as parent/caregiver, have discussed the Baradene College Rowing Code of Conduct and the conditions contained within, with my daughter.

If there are any changes in circumstances, I will inform the Baradene Rowing Committee immediately.

I acknowledge the requirement to contribute financially to the Baradene College Rowing Club and I understand the need to make payments to the Club to cover expenses incurred as my daughter participates in the sport of rowing in the 2018/2019 season. I accept the cost for one girl to participate as a member of the Baradene College Rowing Club will be \$3400 for rowers or \$2,850 for Coxswains (excluding Maadi) for 2018/2019. This payment is to be made in full at the start of the season or in regular instalments as agreed. I further understand that if my daughter is selected to participate at the Maadi Championships, that this will incur additional costs.

I understand that failure to make these payments will result in my daughter not being able to participate in a regatta or continuing with the rowing season.

- When on duty, I understand I will be dealing with young adults and will under no circumstance be impaired by alcohol when working with them.
- I will keep my language, tone and topics in line with the Special Character of the College.
- As a supporter, and whilst in Baradene clothing I will adhere to the Special Character of the College.
- At regattas, parents are not permitted in the boat park or into the rowers' tent. After your daughter(s) have raced, there is plenty of opportunity for them to come and visit the tented parent/supporter area.

Baradene supporters are always the most loyal and we really appreciate this support.

Parent's Names: _____

Signatures: _____

Date: _____

BCR Checklist	<input checked="" type="checkbox"/>
Permission and Consent forms - signed	
Rowers Code of Conduct - signed	
Parent/s Declaration - signed	
Van driving form filled out and DL copied	
Police Vetting form completed	