



# West End Rowing Club 2023-2024 Handbook

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# Key People and Contacts

## Club Management

Club Captain	David Vallance	clubcaptain@werc.co.nz
Rowing Manager	Nick Dawe	rowingmanager@werc.co.nz
Secretary	Helena Ashcroft	secretary@werc.co.nz
Treasurer	Liz Forde	accounts@werc.co.nz
Executive Board	John Seton(Board Chair), Mike Hartley(Club President), Garth Bradford, Emma Rush	

## Coaching Team

Head Coach	Nick Dawe	rowingmanager@werc.co.nz
Coach	Hugo Verdonk	coachhugo@werc.co.nz
Coach	Thomas McCann	coachthomas@werc.co.nz

## Other Club Stakeholders

West End Rowing Club is also home to three school rowing programmes

**Baradene College**

**Mt Albert Grammar School (MAGS)**

**St Peters College**

## Coaches, Staff, Volunteers and Members

Make West End part of your family and a strong community of rowers.

The West End Coaches and Staff are here to help you. They will aim to show you respect as an athlete and the same is expected of you. When any help is outsourced, such as yoga or strength training from outside entities, the same applies to the staff of those entities.

All members are part of this club. The school rowers are the future and many of the older ones have done a lot for the sport and the club and may even be former Olympians! Respect what they have done for rowing and the club and if the opportunity arises chat with them about their old rowing stories... you may be surprised what you find out.

If in doubt just remember... Be friendly and be kind!

# Club Fees, Additional Costs and Payment Dates

## Club Squad Membership Fees – different squad fees

Membership fees are set at the AGM in May each year. This club membership fee covers all costs related to club plant and facilities, transport of boats to regattas and camps, regatta entry fees and other levies, fuel for coaching boats, membership to ARA and the like. This fee does NOT cover personal accommodation, transport and food for any regatta or training camp; or boat transport for regattas further away than Lake Karapiro.

Club fees this year are set at: \$1,850 for competitive rowers.

Rowers are encouraged to set up automatic payments to spread the cost of this fee over the winter period. We understand that rowing is an expensive sport and can create strain financially, so please get in touch with the club Treasurer if you would like to set up an alternative payment schedule for your fees.

The Club does also have a Scholarship Fund that can assist rowers with a contribution towards their club rowing subscriptions. The WERC Scholarship Fund Policy and Application Form can be found on the Club's website under the Member Resources tab.

## Payment Details

All payments should be made into the club bank account ANZ 06-0101-0092602-00 using your invoice number as a reference by the due date.

## Uniforms

To order please complete the online order form – <https://form.jotform.com/202586807600859>

### Sprint Rowing Suit

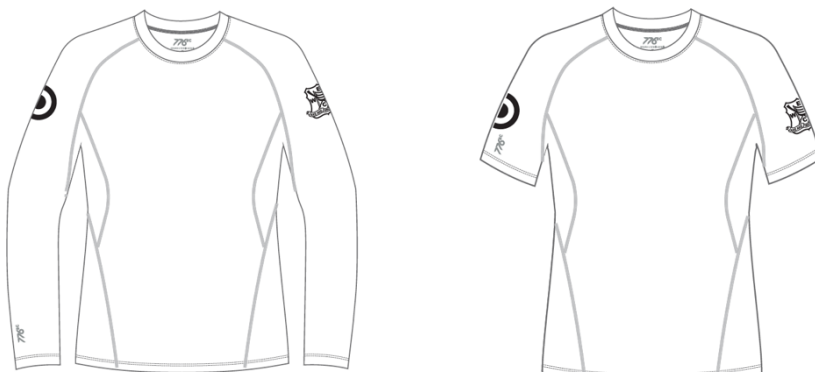
\$130



### Base Layers

LS - \$85

SS - \$75



## Zip Front Hoodie & Caps

Hoodie - \$65



Cap - \$32



## Shoes & Plates

BR2 \$350\*



BR3 \$270\*



\*Price includes BatLogic footplates

## Policies

West End Rowing Club has a number of policies to ensure the safety of all our staff, volunteers and members. All policies can be found on our website at [www.werc.co.nz/policies](http://www.werc.co.nz/policies). Please ensure you are familiar with all of these and adhere to them at all times.

### Alcohol & Recreational Drugs

The West End Rowing Club has an alcohol policy for away regattas. This will be shared with you before the first away regatta and can also be found on our website above.

During the summer racing season, the coach's expectation for athletes includes absolutely no alcohol consumption within 24 hours of a 2k regatta starting and no alcohol consumed until the regatta is completed. Failure to comply may result in the individual's races being scratched and possibly their crewmates as well. It is disrespectful to your teammates and coaches

time and effort for you to harm your body leading into a competition. All athletes are expected to abide by all laws, rules, and regulations by government, local, and event authorities. Athlete's should also not be using recreational drugs.

The team and/or team captain & commodore are encouraged to create their own additional policies and expectations for the team.

## Social Events and Fundraising

We host several social and fundraising events throughout each year, details for these will be communicated via email and social media and can be found on our website. We encourage all members to attend club social events such as opening day, closing day, and prizegiving.

Club squad members are expected to participate in fundraising events when possible. Remember, many of the costs for rowing are offset greatly for the club squad and the club was built for YOU! That means giving back in some way when the opportunity arises.

## Training Details

### Training Times

Coaches will communicate with crews directly regarding any specific training time details. The training programme will evolve from winter training through to peak season with session frequency and types adjusting depending on the needs of the squad.

Prior to each season training allocations will be communicated to squads, any members wishing to use facilities during those times are to give priority to those with allocated times.

### Training Locations

West End Rowing Club is located at 26 Saunders Place, Avondale and most trainings will be held here. We also have another training base at Mercer which is used for bigger training weekends and camps. Use of Mercer training base requires permission from the Club Captain.

If you would like a key for the club get in touch with David Vallance clubcaptain@werc.co.nz, who can arrange this for you at a charge of \$46.

Maps of all our training locations are available on our website.

### Training Equipment

The club has a huge fleet of boats and plenty of oars and sculls that are available to the active rowers' group. These are allocated, and should be used, based on "grade" and weight-range (for boats) and gearing (for oars and sculls).

Boats have a two letter coding system:

- The "grade" can be A, B, C, ... where the A boats are the top plant, and the D boats are generally just used as winter training boats.
- The weight range is indicated by an L, M or H. L-weight boats are suitable for crew averages up to 75kg, M-weight 70-85kg and H-weight 85kg and above

Oars and sculls are set with different gearing indicated by the "Light, Medium & Heavy" labelling on the shaft:

- "Light" gearing is generally used by younger crews in smaller boats (Sweeps: 370/114, sculls: 286/88)
- "Medium" gearing is generally used by female club crews and school crews (Sweeps: 372/114, sculls: 288/88)
- "Heavy" gearing is generally used by club men and senior school crews (Sweeps: 374/114, sculls: 290/88)
- The newest oars should not be used until championship season where possible.

### Equipment Allocation

All equipment during team practices will be allocated by the coaches. Training plant is primarily used in the winter and early summer seasons.

Racing plant requires permission of the Club Captain (not the club squad captain). Ask the head coach if you have permission to use something. Typically racing plant is only used in January and February or for trialing. Some exceptions may be made at the Club Captain's discretion earlier to that.

The Avondale shed also has an erg room and weights room upstairs which are available to all members to use.

## Training Rules

Looking out for each other and keeping the club in good working order are very important parts of rowing at any club and West End is no exception. The full Health and Safety policy can be found on the club website.

There are a few way-of-working that should be well practiced by all rowers to ensure that everything runs smoothly at training for the active rowers' squad and other squads alike:

- All crews need to fill in the boat log prior to going on the water and log back in on return
- Crews should spend as little time as possible on dumps prior to getting on the water
- If training before sunrise or sunset a bow light must be fixed to the bow of the boat
- All crews need to stay on the correct side of the river (rowers' left when sitting in the boat, therefore coxswain's right) Only taking the inside of the turn when it's on the correct side.
- All crews must launch their boats towards the bridge and return to the pontoon with their bow ball pointing to the bridge (i.e., you should never have to cross to the wrong side of the river)
- Boats should be washed, dried and tennis balls placed over the gates before being returned to the rack
- All boats and oars/sculls should be returned to the correct rack so that the next user can always find them
- If you find a maintenance issue with any of the plant, please report it immediately. If it's a minor issue you can repair, please do so.
- Respect your coaches, fellow rowers and other club members
- Always assist your crew with all aspects of a training session, before, during and after, to maximise training time for everyone
- Commit to every training and give 100%, 100% of the time

## Commands and Processes In the boathouse and on the Pontoon

Rowing skiffs are expensive and need to be looked after carefully. The skin of a rowing skiff is only about 1-2mm thick and can be easily damaged by impact against objects.

## Rowing Equipment Costs

<b>Single</b>	<b>\$15,500</b>
<b>Double/Pair</b>	<b>\$19,500</b>
<b>Four/Quad</b>	<b>\$36,000</b>
<b>Eight</b>	<b>\$48,000</b>

<b>Scull</b>	<b>\$ 1,000 pair</b>
<b>Sweep Oar</b>	<b>\$ 850 each</b>

In the boathouse and on the pontoon it is important to remember that space is tight, and the equipment is easily damaged.

Please keep your eyes and ears open so that you are aware of what is going on and can react to instructions.

Typically either a coach or coxswain will call out the instructions needed. In the case of a coxless boat it would be the Stroke that issues the instructions.

## Oars/Sculls are taken from their rack and down onto the pontoon

Always carry oars with the blade in front of you so that you don't chip the blade on anything. When you get onto the pontoon gently place the oars/sculls down onto the pontoon so they are parallel to the pontoon on the pylon side of the pontoon so they are out of the way of the skiffs being brought down onto the water.

### **Logbook is filled out.**

It is the responsibility of each crew's coxswain or stroke to fill out the details required in the Club's Logbook which is at the front of the boat house. All the names of those in the crew MUST be listed in the Logbook.

### **Getting skiffs off the boathouse racks.**

Rowing skiffs can be very heavy, especially if not everyone is lifting equally. In order for everyone to avoid injury, please make sure you lift your share!

All the crew stand alongside the skiff, approx. alongside the rigger for the seat number they have been allocated to sit in the skiff. Skiffs are stored in the boathouse on racks, these are either above chest height, below chest height or on the floor on trolleys.

Before lifting the skiff all rowers should be facing towards the stern of the boat as this is where the coxswain or stroke would be.

**Rack above chest height** - If the boat is above chest height all rowers reach under the skiff and place both hands on both sides of the gunwale and lift the skiff up off the rack and then out of the rack. Once the boat is out of the rack an instruction is then given for half of the crew to move under the boat to the opposite side. An instruction is then given to lower the skiff down so that the gunwale rests onto the rowers shoulder.

**Rack below chest height** - All the crew reach across the top of the skiff with a hand on each gunwale of the skiff, lift the skiff up off the rack and then walk out from the rack with the skiff. Once the skiff is in the middle of the boat bay an instruction is then given for half of the crew to duck down under the boat to the opposite side and hold the gunwale at that side. An instruction is then given to lift the skiff up so that the gunwale rests onto the rowers shoulder.

**Skiff is on rollers on the floor** – All the crew stand alongside the skiff and on the instruction use their hands on the skiff to roll it out from the rack. Once the skiff is in the middle of the boat bay an instruction is then given for half of the crew to move around the skiff to the opposite side. An instruction is then given to lift the skiff up so that the gunwale is at waist height and then up so that the skiff rests onto the rowers shoulder.

### **Taking the skiff out of the boathouse and onto the dumps outside the boat house.**

**Walk out** – The skiff is carried out of the shed ensuring the skiff is taken down the centre line of the boat bay to ensure the skiff's riggers don't touch the riggers of boats still on racks or the side of the roller door entrances.

Once the stern of the skiff has passed around a meter out from the shed and instruction of Easy is given for everyone to stop. The skiff must still be in the centreline of the boat bay and away from the dumps outside.

**'Above heads, Now'** – The skiff is lifted over the head in one motion.

**Rolling to waists** – The skiff is lowered down, rolling the boat so it is seats facing up to waist height.



Over to dumps – the skiff is then walked over to be placed down onto the dumps, making sure the hull doesn't impact the top of the dump.

The rowers then make sure their foot-stretchers are in the correct place for the leg length and if required their shoes are clipped into place, making sure the heel restraints are clipped onto the heel of the shoe.

## **Safety**

If the skiff is being taken out in the early morning when it is dark or in the evening where there is the possibility of it becoming dark before returning to the pontoon then a bow light must be attached to the lane number holder on the boat.

If the crew is not going to have a coach accompanying their training alongside in a coach boat then all the crew must have a suitable PFD placed in the boat with them while on the water.

## **Taking the skiff off the dumps and down onto the pontoon.**

All the crew then stand by their allocated seat rigger with everyone on the same side of the skiff with a hand on each gunwale. An instruction is then given 'Above heads' and the skiff is lifted directly overhead and rolled to be gunwales facing down. Then the instruction is given to 'Lower to shoulders' and the skiff is lowered with the rowers on alternating sides of the skiff from the bow person.

The skiff is then taken down to the pontoon with the bow of the skiff facing to the North (or right side of the pontoon) end of the pontoon. When the skiff is in a position to be clear to lower into the water an instruction is given 'Above heads, now' – The skiff is lifted over the head in one motion.

'Toes to the edge' – Rowers place their foot past the edge of the pontoon so that their toes extend past the side of the dock. This prevents the shell from scrapping along the side of the dock, causing damage. If the pontoon is wet, be careful of slipping so keep your weight on the foot away from the pontoon.

'Lower to water' – The skiff is then rolled down so the gunwale is facing up and lowered gently onto the water away from the side of the pontoon making sure the fin does not hit the pontoon.

Photo

## **Getting oars/sculls into the gates.**

Have a crew member hold the skiff so that you can reach across and undo the gate. Place the blade through the gate and secure the gate latch is closed. Keep the oar handle still on the dock until you are ready to get into the shell.

Sometimes it is necessary to step into the shell to reach the oarlock; if so step onto the footplate. NEVER STEP IN THE BOTTOM OF A SHELL! Your foot will potentially go through the boat and cause a hole.

## **Getting into the skiff**

Before you get into the shell. Oars across – Grab the handle of the oar and push it all the way out so that the button is against the gate.

One foot in – Place foot onto footplate to step into the shell. (Push - At this point you could be asked to push off with your other foot) or

Down – place your other foot into the shoe and sit down. Number off when ready – The crew will count down starting with the bow person, when they have their shoes done up and are ready to row.

Walk it down – Rowers will lean away from the dock and hand walk the shell past the end of the dock. Or push away from the pontoon depending on the wind or current/tide conditions.

### **Back to the pontoon.**

After your fantastic row it is time to put everything away!

Once the boat is alongside the pontoon and the crew have stepped out of the skiff, the oars/sulls are taken out of the gates and taken up from the pontoon and placed onto the wash racks by the boathouse to be washed down.

### **Lifting the skiff out of the water**

Hands on – One hand on the inside grip, the other on the gunwale.

Ready lift – Everyone lifts the shell up and over their heads in one fluid motion. Lift with the legs NOT THE BACK! Keep your butt tucked.

Split opposite the bow – The bow person will move to one side of the shell, the person behind them will move to the opposite, until everyone is now beside the gunwales on either side of the shell.

Down to shoulders – Together the shell is lowered down onto the crew's shoulders and carried up to the dumps in front of the boat house. Once the skiff is in the correct position on the centreline between the dumps the skiff is lowered down to waists and the skiff is then placed on the dumps gunwales facing down.

### **Washing and drying the skiffs.**

The outside hull of the skiff is then cleaned by wiping down the entire hull with the cleaning sponges in the wash buckets filled with water and cleaning liquid to ensure all grime and saltwater has been removed.

Then the boathouse water hose is used to wash all the detergent/grime off the hull. Then while the skiff is still upside down the hose is used to clean out all the inside of the skiff to ensure all saltwater residue is washed out. Make sure plenty of water is used with special attention paid to all metal and moving parts. It helps to spray each individual wheel of the seat well and all metal bits with pressure on the hose using your thumb.

The outside of the hull is then dried using the club's chamois' to dry off the hull. The chamois must be regularly wrung to remove any water to ensure the hull is being dried.

The FULL crew must then lift the skiff above heads in one motion, while the skiff is above heads the crew then step the skiff away from the dumps so that on lowering and rolling the skiff to gunwale facing up, it is well away from the dumps.

Once down at waist height the skiff is then moved across and placed onto the dumps.

Then the inside of the boats must be dried using the chamois' to ensure all water is removed. Any clipped In shoes are then removed from the skiff.

Once dried fully, the crew then all stand on one side of the skiff and lift it above heads in one motion before the crew splitting equally each side and lowering the skiff to shoulder height and carried into the boathouse and returned to the same rack it was taken from.

## Training Camps

All members are entitled to go on training camps – equipment use for these must be approved. An allocation meeting amongst coaches will be held in January.

The main training camp for the season is held just after New Year's for approximately a week and is a key week of training for the competitive squad (social rowers are not expected to attend). The 2024 training camp will take place January 2<sup>nd</sup> – 7<sup>th</sup> and is considered mandatory for club and senior grades unless there are extenuating circumstances which should be brought up with the coaches well in advance. Location is in Cambridge, NZ at the following location:

<https://www.capernwray.org.nz/adventure-lodge/>

All rowers are required to load the trailer for training camp the day following the Christmas Regatta. Once this is completed athletes will be provided a reduced load training plan for the holiday period lasting until January 1<sup>st</sup>.

## Club Squad Information

Communicating with the coaches is the #1 rule on the squad. #2 rule - Be a good teammate, work hard, seek improvement, and have fun!

### Club Squad Training Schedule\*

#### Monday:

AM: Lifting On Your Own or with our S&C program (Potentially a team lift option)

6-8 PM: On-water team session

#### Tuesday

AM: OYO Erg, Row, X-train

6-8 PM: Women's Team Erg & Men's Team on-water session

#### Wednesday

AM: Off

6-8 PM: Men's team erg & Women's team on-water sessions

#### Thursday

AM: OYO Erg, Row, X-train

PM: Lifting On Your Own or with our S&C program (Potentially a team lift option)

#### Friday

5:15-7:30 AM: On-water Team Session

PM: Cross-Training OYO

#### Saturday

8-10:30 AM: Team Session

From December and In Championship season expect double practices from 7 – Noon

### Communication App - Heja

All comms will take place through the app: Heja. This is your one stop shop to find out all details surrounding all scheduling and any other important information for the club squad. All club squad athletes are required to RSVP for all practices at the start of the week so coaches can plan accordingly. Athletes must communicate directly with the coaches if there are any changes to their RSVP and update Heja accordingly.

### Practice Session Commitments

During the summer racing season the expectation is that you attend every team session. However, for those that have full-time work or in school there is flexibility built in for you during October & November. If you cannot attend a session please be sure to communicate why to the coaches and do your best to make up the training on your own.

From the January Training Camp through Nationals it is expected however that you will aim to arrange rowing as a top commitment. If you feel this is not possible then discuss with a coach and something may be worked out for you on a case-by-case basis if it is communicated well in advance.

## **Team Leadership**

This year a leadership team is being formed of 4-5 athletes across all grades and genders. This group will be in charge of team motivation, fundraising, social events, being role models, and driving team culture. This group will also represent the athlete's interests to the coaches, staff, and organization when required.

## **Training On Your Own**

If you pay a deposit for an electronic key then you will have unlimited access to the clubhouse. Keep in mind the reserve gate closes at 9 PM by the local council so don't get your car stuck in the parking lot!

During masters and school allocated training times those entities have priority for equipment usage. Once they've begun their practices you can use leftover equipment, but make sure you are out of their way and should generally ask the coach or leaders permission. If you are training before a school or the masters are scheduled to start you must make sure equipment is available for them at the start of the practice or have asked permission in advance to use during it.

When there are no scheduled team trainings you may use any training plant or indoor equipment as long as you abide by all of the club's health and safety protocols. On water requires signing in and out of the logbook, cleaning of equipment, and bringing a PFD with you on the water. Failure to comply may restrict your use of equipment to team training time only.

## **Regattas**

All club squad rowers are expected to show good sportsmanship on the water. This includes being polite to officials even if they seem wrong or disrespectful and thanking your competitors for a good race regardless of the result. This also includes supporting all West End Athletes (schools and masters included when at the same regatta). Cheer for them when racing, congratulate their successes and support them after a tough race.

Be self-sufficient in the sense that it is your responsibility to make sure you are properly hydrated, have access to proper nutrition before, during, and after races; and manage your recovery properly. Make sure you are at regattas on time and conserving energy wherever possible. Avoid sunbathing and other performance detracting activities!

## **Regatta Crew Selection and Entries**

All selection decisions will be completed by the coaching staff and at their discretion. Criteria for selection (in no particular order) that is evaluated by the coaches:

- Team commitment
- Positive Attitude
- Erg Assessment Scores
- On-water assessment results
- Attendance
- Coachability
- Early Season Racing Results
- Improvement throughout the season
- Technical Skill
- On-Water Seat Trials
- Good Character/Teammate
- Timeliness at sessions
- Power to weight ratio

One way to think of selection is that if you are the top person in all categories then you have not left any reason for a coach not to select you.

## Current Season Schedule

Date	Day	Event	Location	Time
Nov. 4th	Saturday	Bennett Shield Regatta	Lake Pupuke	All Day
Nov. 5th	Sunday	Eric Verdonk Regatta	Lake Pupuke	All Day
Nov 18-19th	Fri-Sunday	KRI Memorial Regatta	Lake Karapiro	All Weekend
Dec 15-18th	Fri-Sunday	Christmas Regatta	Lake Karapiro	All Weekend
TBA	TBA	X-mas Regatta Trailer Unloading/Training Camp Trailer Loading	WERC	Evening
Dec 22nd-Jan 1		Team Holiday - make arrangements to keep up with your training!		
Jan 2	Monday	Meet at the club in the early AM to load final equipment and then depart for training camp.	WERC	Early AM
Jan 2nd - 7th	Monday - Saturday	January Training Camp (Selection for North Island Champs)	Karapiro	All Week
Jan 27 - 29th	Friday-Monday	North Island Champs	Lake Karapiro	Friday-Monday
Feb 13-17th	Full Week	NZ Nationals	Twizel	All Week