

NJIRC 2024 – Team Manager Instructions

As Team Manager, please ensure you have the following:

1. Your Team Registration list – accessible online using the Time Team links below
2. All race cards
3. Race timings sheet
4. QR codes with links to safeguarding information, results, the main NJIRC website, FAQs/Rules and the NJIRC 2024 survey.

Race Cards

- This year we are again using race cards for all competitors.
- Each individual competitor and each relay team has their own race card (one race card per relay team), on which are all details of when they will race.
- Please ensure you know which race the competitors are in, the time, race floor and machine number.
- **Please plan on getting to Holding Pen approximately 30 minutes before your race – the time on your race card is the time your race will start.**
- If the competitor has no race card at the holding pen, they will be turned away

Preparation for Racing

- Please note the rules of NJIRC 2024 may differ to other competitions.
- To access the Race Floor, the competitors will need to enter via the Holding Pen.
- For SEND Races – please check at registration on arrival (different process) and make your way to the quiet room where we will gather students and help them prepare before making their way to the race floor.
- Only competitors will be allowed into the Holding Pen. There may be some waiting time between entering the Holding Pen and entering the Race Floor. Competitors should use the bathrooms before entering the Holding Pens.
- In the Holding Pen competitors will be placed in numerical order according to the machine allocated on their race card.
- When it is time to race, competitors will be led onto their race floor and guided to find the right rowing machine. All rowing machines will be numbered. There may then be a **brief** opportunity to warm up before racing begins.
- Students should listen to instructions from event staff at all times.

LYR reserve the right to cancel, change and or amend any races and categories on the day. Please ensure you listen for race timings, information and announcements throughout the day. Calls to come to Holding Pen will be made over the stadium PA and on the big screens / TV Screens at each end of the arena.

Bull Pen

- If a competitor misses their race for any reason, we have a 'Bull Pen' where they can complete their race separately
- These results will not affect the Overall results for each Category. Even if an individual is quicker than an 'Official' result – they will not be eligible for a medal
- Each individual's time will be listed with the results post event
- Please ask a member of staff for directions to Bull Pen

Medals and Results

If an individual finishes in the top three in their heat (please note – there will be multiple heats in any particular category), they will be held back by event staff and taken to the winner's holding area.

Once all races in the category are complete, we will determine the final top three places and award the medals accordingly. Medals will be awarded throughout the day – please listen to announcements for your Medal Ceremony.

Live results will be available throughout the day using the below links:

London: <https://regatta.time-team.nl/njirc-london/2024/>

Leeds: <https://regatta.time-team.nl/njirc-leeds/2024/>

Combined results for the Top 3 places nationally for each category will also be available on www.njirc.co.uk in the week after the London event (week commencing 4th March).

Please note, Lyr staff are working at full capacity. Where technical difficulties occur, or staff are required to support other activities, online uploads can be subject to delay. There will also be no paper copies of the results posted at the venue.

Queries about the results should be directed to njirc@londonyouthrowing.com **but will not be answered on the day.**

Water and refreshments

We will provide access to drinking water across certain points at the venue where competitors can fill up their water bottles throughout the day – please ask at Registration for more information. Please bring water bottles with you – we will not have bottled water on site.

There are food kiosks around the venue where you can buy a selection of food for lunch. You may bring packed lunches to both venues.

Filming and Photography

Anyone wishing to take photographs or video at the event, must fill in a Photographer/Videographer permission slip* at registration. Lyr will challenge anyone not associated with a team and not registered.

***There will be official Photographers and Videographers on site managed by Lyr.**

An individual wearing an **orange or red lanyard** has refused media consent. Please ensure any Photography taken for your School or Club does not include any individual wearing a lanyard.



VIPs and LYR Stand

Please note there will be VIPs on site visiting the event from 9am and guest athletes who may support medal presentations. LYR will also have an information desk where competitors and Team Managers can find out more about the charity and our work with young people.

Quiet Zone

This allocated area is for competitors who need a quiet environment either before or after their race. This is outside of the main arena, by the reception of the Copper Box Arena (through the barriers). The room is away from the noise of the Race Floor. The priority will be those with Special Educational Needs or requiring some recovery time. LYR will be marshalling this area, and will be booking people in and out of the zone.

Water will be available, but no food is allowed (except for the relief of a medical condition).

Race The Thames - Corporate Fundraising Event

Throughout the day, at the Copper Box, there will be corporate teams racing the length of the River Thames, (Teddington Lock to Tilbury) to raise money for NJIRC and LYR. The event will take place on the mezzanine level of the Copper Box. This is a huge undertaking so please ensure you and your competitors show your support.

Social Media

Any Schools or Clubs on social media are encouraged to support London Youth Rowing. Find us using the following handles:

Twitter - @LYRowing

Facebook – @LondonYouthRowing

Instagram – @londonyouthrowing

And tag us using the hashtag: #NJIRC24

Our Partners on Twitter: @Sport_England @HenleyRegatta @Concept2

The Venues on Twitter: @CopperBoxArena, @jccs_leeds