



City of Sheffield Rowing Club
Handbook

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Welcome to City of Sheffield Rowing Club. This handbook is designed to provide useful information for club members and people new to the sport of rowing.

THE CLUB

History

City of Sheffield Rowing Club was founded in 1968

City of Sheffield Rowing Club is an open club for all ages and abilities.

We cater for recreational and competitive rowers; for beginners and experts.

We have active junior, senior and veteran squads, both male and female, who can always accommodate new members.

Location

CSRC rows at Damflask reservoir a few miles outside of the city centre in the Peak District National Park. This setting provides 1.85Km useable stretch of water when the dam is at its fullest, dropping down to 1Km in the late summer months.

Damflask Rowing Centre

Damflask Reservoir, Low Holdworth, Loxley, Sheffield S6 6SQ

Telephone @ boathouse: 0114 285 1919

Directions to Damflask Rowing Centre B6077 Loxley Rd

To get to Damflask from M1 Northbound

- Leave the M1 at J33 take Sheffield Parkway A57 to Sheffield Centre
 - At large roundabout before city centre go all the way round and take the final exit past Castle Market on the left.
 - This brings you on to Bridge St , go straight on at major lights, past the police HQ on the left at West Bar.
 - Take 2nd exit at the next roundabout and straight on at the next one to A61 Penistone Rd (to Barnsley)
 - Look out for Morrison's, McDonald's and B&Q on the left, then take the next left at the lights
 - Go over next roundabout to traffic lights at tram crossing.
 - Go straight over the lights and look out for Towsure on your left
 - At the end of this road follow the one way system to the right then turn immediately left onto B6077 Loxley Rd towards Low Bradfield.
 - After about 2 miles you will pass the Nags Head on the left and then start looking for the dam wall on your left hand side about 1/4 mile later.
 - Drive past the road to the left and look for the gate leading down to the water.
- There are usually lots of cars parked along the side of the road next to the wall.

Club Organisation

The management of CSRC acts as a Committee consisting of Chairman, Captain, Events' Secretary, Treasurer, Marketing & Publicity Officer, Social Secretary, Senior Coach, Junior Coach and Equipment Officer & Water Safety Adviser.

The Committee meet monthly and all club members are encouraged to put forward their views and suggestions.

Full details and contact numbers are available at the end of this Handbook or can be found on the monthly newsletter and web site www.sheffieldrowing.co.uk

Facilities

CSRC shares storage facilities with Sheffield Hallam and Sheffield Universities known collectively as **Damflask Rowing Centre**. The existing facilities were built in two stages - the original boathouse in 1970 and the newer boathouse in 1990 to include changing rooms, showers and a toilet.

The 2 boathouses hold the Club's fleet of racing boats, along with playboats for beginners. Racking is also available for private boats.

KEYS - which open both the new and old boathouses, are available from the Club Captain subject to a £10 deposit.

BOATHOUSE SECURITY - would all members please ensure that both boathouses are secured before leaving the dam. In addition, the gate key must always be returned immediately to the boathouse.

Membership

Membership is open to all. However, as part of the 'Water Safety Code', all members must be able to swim 100m in light clothing. Members should also be in good health. All categories of rowers are welcomed and CSRC will help and encourage newcomers.

Rowing & Training

The club rows at Damflask on weekend mornings all year, and most evenings during the summer.

Summer Training -

Winter Training - when the clocks change weekday sessions are replaced with planned **circuit training** which takes place at Sheffield Hallam University Gym (Collegiate Crescent) every Thursday evening 7.30 to 8.30 pm.

Boat Booking & Usage

BOAT BOOKINGS - with the majority of training sessions now transferring to weekends, members are asked to be considerate to other users when making bookings.

As a rule the booking board should be used to book boats (and blades) for 6pm weekdays and the two morning sessions (8am & 10 am) at weekends. Please specify times for any other bookings.

Bookings not claimed within 15 minutes of the allotted time will be passed on to other users. No block booking of consecutive sessions without the Captain's approval.

A new **Boat Log Book** is also being introduced where all boats will have to be signed out and in.

The Club's fleet of boats and blades are suitable for beginners through to experienced competitive crews. Members should discuss the suitability of boats with the Captain prior to use.

Club Equipment Policy

Booking of Equipment

The whiteboard in between the changing rooms should be used to book out all equipment. Weekly cycles run so that crews can organise outings in advance to avoid two parties wanting the same equipment at the same time. Only CSRC members can use club equipment. If a member of another club wishes to use CSRC equipment then they should be directed to the Club Captain to make the decision.

Definition of Equipment

Top end racing shells

- 'Steel City' Fillipi 8
- 'Malcolm Davies' Janousek 4-
- 'Forge Ahead' Fillipi 2-/x
- 'Ali Sanders' Janousek 2-/x

To use 'racing shells' crews must present a structured training plan to the Club Captain with the aim of racing competitively at a specific event/s. Lesser experienced crews are expected to be supervised by a coach, however this will be waived for crews who the Captain feels have enough experience. Usage will be subject to the discretion of the Captain, for example organising multiple crews wanting to use the same equipment within the same period.

This structured approach will hopefully allow crews that are training regularly to use good quality racing boats, and in turn improve their chances of success. The club needs to try and preserve the integrity of its limited equipment, especially its newest racing fleet. This structured usage will hopefully allow members to aspire to use higher grades of equipment as their experience levels increase.

Rigging of all club boats

General members will not be allowed to adjust rigging of any boats at their discretion. If they feel adjustments are needed they can approach a designated 'Rigging Expert'. Within each section of the club there will be assigned rigging experts, who due to their knowledge can advise and co-ordinate rigging. (See list of 'Rigging Experts'

below) Each boat has an ideal size and weight of rower, but also an appropriate range of weights/sized user. To allow a starting point and facilitate the maximum number of users with the minimum amount of rigging changes, boats will be rigged within the average parameters.

Rigging Experts; John Alesbrook, Patrick Evans, Janet Vickers (others to be added)

Blades

- Set of 8 Concept 2 sweep oar blades. These will be allocated to the experienced men/veterans.

- Set of 8 Croker sweep oar blades. These will be allocated to the experienced women/veterans.

- Set of 8 Flex Seal blades. Allocated to the novices /veterans

Sculls numbered 7-10 set to quad

Care of Equipment

CSRC expects its members to treat Club equipment with care and respect.

To assist with the care of equipment the Club has a committee member (Equipment Officer & Water Safety Adviser) assigned to boat maintenance and safety.

Any problems with equipment should be reported to the Equipment Officer who will take the necessary action to solve the problem.

No alterations should be made to any equipment without first consulting the Boat Person.

SCULLING BLADES - please note that sculling blades (sets 7 - 10) are set up for use in a quad and sets 1 & 4 set up for use in a double.

CROKER BLADES - blades 1-4 have been set up for use by women, blades 5 - 8 for men. Please do not change without consulting the Club Captain.

BOAT IDENTIFICATION - in line with ARA rulings all boats (club and private), including launches, using the Tideway part of the river Thames, whether for racing, training or recreation, must now be identified with a 3 letter code (CSH) and 3 digit fleet number.

Private boat owners should contact the Equipment Officer for their allocation.

Racing

CSRC participates at many events across the country and beyond, ranging from local Yorkshire Heads and Regattas to the world renowned Henley Royal Regatta, FISA World Masters & National Championships.

Entries for Regattas, Head Races and all events should be handed to the Events' Secretary at least two weeks before the closing date.

Anyone wishing to race for CSRC must be both a member of the Club and of the ARA (see page 5).

CSRC has its own boat trailer to transport boats to regattas away from Damflask. When boats are transported, all boats and equipment must be removed from the trailer as soon as it arrives back at the Club.

TRAILERING & TOWING - a minimum trailering fee of £6.50 will be charged for all races attended by the club trailer. Any surplus funds will be put towards trailer maintenance or club equipment.

Racing Kit

The official registered colours of CSRC are scarlet and silver.

All members are reminded that when competing at race events that crews wear match-kit, be it old or new design.

Orders for club kit are regularly made. Please look at the club website www.sheffield-rowing.co.uk and CSRC's Custom Kit Page on the Godfrey web site.

<http://www.godfrey.co.uk/clubproductbrowse.php?selcat=50>

Socials

CSRC hold a number of social events throughout the year including the Rowing Ball in May and Club Dinner at Christmas.

For further information contact the Social Secretary

THE SPORT OF ROWING

ARA

<http://www.ara-rowing.org/>

CSRC is affiliated to the Amateur Rowing Association (ARA), which is the governing body for rowing in Great Britain.

Anyone wanting to race in an event held under ARA rules must be a member of the ARA. ARA membership forms are available from the Captain and the ARA website.

All races are run with 'status categories' for each type of boat. A points system determines the racing status of a crew. The status categories are: NOVICE, SENIOR 4, SENIOR 3, SENIOR 2, SENIOR 1, ELITE.

The rower who has never raced before has no points and is classed as a NOVICE.

Once the rower or sculler wins his Novice race he moves up to the status of SENIOR 4 and is still classed as having no points. For each subsequent win the rower is awarded a point, up to a maximum of twelve points. The status of the crew is determined by adding together the crew members' points and translating the total into a status by reading from the ARA Status Chart.

Status Level	Eight	Four	Pair	Sculler
Elite	No Limit	No Limit	No Limit	No Limit
Senior 1	64	32	16	8
Senior 2	40	20	10	4
Senior 3	16	8	4	1
Senior 4	4	2	1	0
Novice	0	0	0	0

Technique

- Rowing is a leg-driven exercise to which arms and back merely add to the acceleration generated by the legs. Accelerate the handle evenly throughout the whole stroke, and keep an even pressure on your feet throughout the entire work phase.

1 The Finish, legs flat, hands drawn just below the chest, a strong upright posture leaning slightly backward with the shoulders just behind the pelvis

2 The Recovery phase 1, legs flat, arms begin to straighten , the body starts to rock over the pelvis

3 The Recovery phase 2, legs flat, the pelvis rocks over, the body weight shifts from the back of the seat to the front of the seat

4 The Recovery phase 3, the legs collapse and the body moves smoothly up the slide in the rocked over position. Pressure comes gradually onto the feet as the shins become vertical. A strong upright posture leaning slightly forward with the shoulders just in front of the pelvis

5 The Drive phase 1, squeeze back with your legs, keeping your back tilted slightly forward in a strong upright posture, arms straight and shoulder loose

6 The Drive phase 2, as the leg drive continues with constant speed, the body begins to rock back, the torso adding to the work of the legs

7 The Drive phase 3, maintaining constant speed, the body opens out and the arms begin to add to the effort of the legs and the torso

8 The Finish, fully straighten the legs, lean the body slightly backward with the shoulders just behind the pelvis, maintaining a strong upright posture and draw the arms to just below the chest as the stroke is completed.

- During the recovery, move your body by rocking your pelvis rather than by curling your spine. This keeps your lower back in a strong position and, if you do it correctly, you should feel your weight shift from the back to the front of your seat as you rock over. If you have difficulty doing this while your legs are flat it is important to work at your hamstring flexibility, as tight hamstrings pull your pelvis into a weak-back position.
- Stay relaxed in the upper body - particularly the shoulders. During the drive phase imagine that you are 'hanging' off the handle as you move back. This cuts out unnecessary tension and also ensures that you are not working your back against your legs at the catch.

SAFETY

Water Safety

All members of CSRC have a DUTY OF CARE to fellow members and the general public who may be affected by our activities. The ARA 'Water Safety Code' states that it shall be the responsibility of all active rowers and scullers to comply with the principle of good practice detailed in the Code.

Capsize Drill - in the event of a capsize the crew or sculler should hold on to the boat and make for the boathouse bank, using the boat as a buoyancy aid. Other crews on the water should assist by standing by, whilst others summon assistance from members of the Clubhouse.

Scullers are advised not to train alone on the water. In the event of an accident it would be extremely difficult to obtain assistance.

All coxwains must wear lifejackets both in training and at Regattas and Heads. It is also important to ensure that adequate clothing is worn in cold or wet conditions.

No Row Conditions

- white horses/white caps
- visibility is reduced to less than 500m
- electrical storms

Accidents

In order to assess the Club's safety system it is required that all incidents and accidents are reported in the **Incident Log Book** which is attached to the noticeboard opposite the changing rooms.

A list of emergency and useful telephone numbers are situated above the telephone in the kitchen area of the new boathouse. The telephone number of the boathouse is 0114 285 1919

Throwbags are located in the safety launches.

Coaches Responsibilities

Coaches take a responsibility for the safety of their crews or sculler and are also in a good position to alert other crews of dangerous situations. As part of their coaching, coaches should ensure that their charges are aware of safety procedures and the **ARA Water Safety Code** <http://users.ox.ac.uk/~quarrell/ARAwsc.html> a copy of which is attached to the noticeboard in the new boathouse.

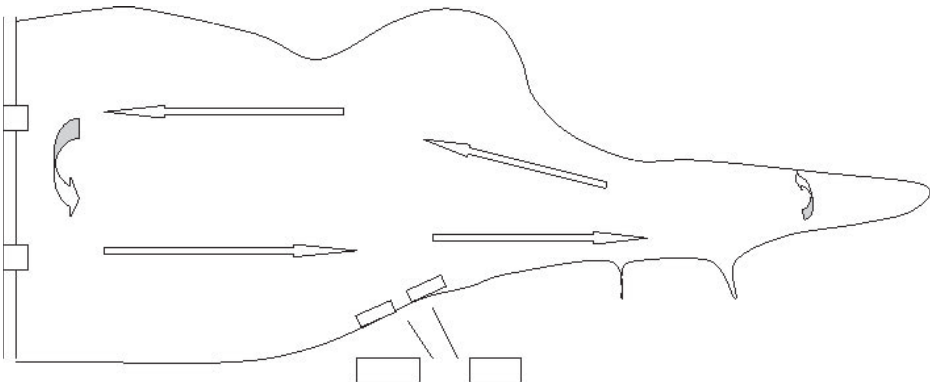
Rules of the Dam / Rotation System

Steering and Good Practice on Damflask Reservoir

Important Information for all Scullers, Crews and Coxswains

- Stick to the circulation pattern on Damflask

To the neck on boat house side. To the wall on the bay side



- If boating or disembarking requires you to cross the circulation pattern then it is vital that you look carefully whilst crossing to avoid obstructing oncoming crews

- Only in an emergency situation and then with extreme caution should boats take the quickest route back in to the stages
- Slower boats and complete novices should aim to stay nearer the banks
- Avoid leaving boats on the stages at busy times, do not block the exit and entry to the boat house or the water for other crews
- Do not cut corners, particularly by cutting towards the boat house when steering towards the Dam Wall. This is dangerous at busy times and sets a bad example for other crews
- If you do stray on to the wrong side it is the cox and crew responsibility to move back immediately, if necessary stop. Firm pressure or any other training cannot compromise the safety of other crews
- It is the club's responsibility to ensure that all water users are aware of the circulation rules and good practice. Please ensure that all coaches, rowers, coxes and visiting coaches rowers, coxes are fully aware.
- Try to turn boats in the direction of circulation
- Avoid stopping in the middle of the Dam away from the banks
- Before turning and stopping check that you are not going to obstruct another crew starting a piece behind you
- Coxes and scullers or crew members in self steered boats should be assessed for basic competency and be given close supervision by an accompanying coach before being allowed to engage in general rowing outings
- Stay 15m from fishing

USEFUL INFORMATION

ROWING TERMS

Blade: Technically, the wide, flat section of oar at the head of the shaft, but “blade” is often used to mean oar.

Catch: The entrance of the oar blade into the water in the beginning of the stroke.

Coxswain: The coxswain accompanies many of the multiple-rower sweep boats. He/she is responsible for steering and for racing tactics, serving as a sort of “on the water” coach.

Crab: When the oar blade slices into the water at an angle and gets caught under the surface. A bad crab can catapult the rower right out of the boat.

Directions: The Bow is in front, or forward. The Stern is in the back, or astern. Port refers to the left side of the boat for a person facing forward (toward the bow), and Starboard is to the right of that same person. Note that this means that for a sweep rower, who is facing astern, “rowing port” means that their oar goes out to port, which is their right side. You may begin to see why crew attracts mostly smart people.

Feathering: Turning the oar blade horizontal during the recovery, in conjunction with the release.

Oarlock: A U-shaped swivel located at the end of the rigger, which holds the oar in place and rotates around a metal pin.

Recovery: The time between strokes while the oar blade is traveling through air.

Release: A sharp downward and away motion of the hands which brings the blade up out of the water and sets up the next rowing cycle.

Rigger: Either an outrigger (i.e., the device which allows the oarlock to be outside of the shell, permitting longer oars and better leverage), or a person who rigs boats (a “rowing” mechanic).

Rigging: The complex relationship between the oar, the rigger, and the position of the rower. Changing the rigging means changing the leverage, just as a bicycle rider changes gears. Most crews have an optimum number of strokes per minute (usually 32-36) depending on their size, strength, and experience. The rigging is adjusted to keep them rowing at that rating whether they have a headwind or tailwind.

Rudder: A steering device at the stern, controlled by the coxswain.

Set: Refers to the “balance” of the boat and is affected by factors such as rowers’ posture, hand levels, rigging, timing, and outside conditions such as wind or current.

Shell: A racing boat, whether a sweep or scull boat.

Squaring: During the recovery, a gradual rolling of the blade from a feathered position (horizontal above the water) to an almost perpendicular position, preparatory to the catch.

Stroke: Can mean either the rowing action (the type of stroke taken), or the rower who sets the pace for the rest of the crew. The stroke rower sits nearest the stern, where he or she can hear the coxswain and can be seen by the other rowers.

Stroke Rate: The number of strokes per minute.

CSRC Safety Rules

It is each member’s responsibility to ensure that the club boat they are taking out is fit for use - i.e. all buoyancy chambers are water tight, bow ball and heel restraints are in place. Any damage noted should be reported to the Captain ASAP and the boat should not be used. A note should be attached to the boat indicating that it is not to be taken out and a note written on the white board in the main clubhouse.

All members must ensure that they know what the circulation pattern is and that they adhere to it at all times. Copies of this are posted on the noticeboard at the boathouse and on the website.

All members should assess the water conditions before they proceed to boat and take into account the boat type and their ability in doing so. If in doubt do not go out. Don’t go out just because there are other people out - they may be more experienced than you or in a bigger boat class.

All members should ensure that they know the capsize drill (page 4) and have completed a swim test.

It is the member’s responsibility to ensure they are fit to take part in rowing and associated land training.

Unaccompanied single sculling is not permitted in club equipment. CSRC also recom-

mends that unaccompanied single sculling does not take place in private equipment for safety reasons.

Please remember that at times when the Viking Sailing Club are on the water that rowers must clear the dam by 12.00 mid day on Sunday's and that there is a 15 minute hand over period from 11.45 am where care must ne taken to avoid collision.

Please remember that at times of shared water use with the sailors they have right of way.

Please ensure that the fish spawning rules are complied with when in force as notified by notices at the boathouse from the fisheries bailiff.

And finally - CSRC remind all members that they take part in the sport of rowing at Damflask and the associated land training run by the club at their own risk.

Preparing For Your First Race

For the majority of new rowers the prospect of their first competitive race is often a daunting one - but,with a little forward planning, it can become a memorable event that facilitates the further enjoyment of the sport of rowing.

The following are some guidelines aimed at helping beginners.

Trailing

In most cases the club trailer will need to be loaded and ready the evening before a race. Crews should arrange to have their boats de-rigged and loaded by the designated time. Your coach or other club members can advise on safely loading and tying down of boats. Also remember to load oars and trestles. Seats should be removed and transported separately along with riggers.

For the most part, crews are expected to take their own riggers and seats to the event. Please note - riggers and seats are not to be put in the trailer as they will get damaged.

Additional items to remember are the CoxBox and lifejacket for your cox.

Trailing costs - please bring along money or a cheque book to pay for trailing costs and race entries.

Race Preparation / Race Day

Allow plenty of time to arrive at the race location in order to familiarise yourself with the facilities and boating area. You need to allow time to register at Race Control, collect your number and a copy of the race rules - then to unload, re-rig and check your boat. Oars should be taken to the boating area(s).

Racing

There are two main racing formats.

Head Races are time trials raced on rivers over a distance of between 2 km and 7.5 km. At the start of a head race boats are lined up in single file (usually on opposite banks of the river) and started 5 - 20 seconds apart. The marshalling instructions will vary depending on the number of crews and the size of the river. As each boat approaches the start line, they build up their speed and hit race pace as they cross the start line.

Once a boat has passed the start line the timing starts and the crew races as fast as it can down the course making best use of the stream and negotiating any bends or islands. There may also be slower crews to overtake and faster crews that must not be obstructed. The crew that records the fastest time in each class wins. If there is sufficient opposition the winning crew will be awarded a prize.

Regattas are where two or more crews race side by side over a distance of between 500 and 2000 metres.

The winner is the first crew to cross the finish line. Most regattas are held using two or three lanes using a knockout system in which losers are eliminated and winners progress to the next round until a crew wins the final.

Kit

Crews are required to wear matching kit when racing, preferably in club colours (scarlet & silver). CSRC has 2 official all-in-one designs - please note that crews should not race in mixed designs.

Remember to take suitable outer garments (leggings, splash jackets & hats) for rowing up to and waiting at the start - these can then be removed prior to the start. Also take spare kit, especially if you're racing in more than one division - you will inevitably get wet!

Equipment

To aid boat rigging it's always useful to take along your own set of spanners (10mm and 13mm) or a designated 'rigger jigger'.

Checklist:

- Boat loaded
- Oars, riggers, seats and trestles loaded
- Cox Box & Lifejacket
- ARA card
- Rigger Jigger or spanners
- Change of clothing

Constitution & Rules

Purpose

1. The Club shall be known as The City of Sheffield Rowing Club (hereinafter referred to as “the Club”) and shall be affiliated to the Amateur Rowing Association.
2. The objects of the Club shall be to provide facilities for rowing and sculling and for social inter course of members.
3. The Club colours shall be scarlet and silver.

Club Committee and Management

4. The Officers of the Club consist of a President, Chairman, Honorary Secretary, Honorary Treasurer, Captain and Vice Captain.
5. The management of the Club shall be vested in a Committee which shall consist of the Chairman, Captain, Vice Captain, Honorary Secretary, Honorary Treasurer and four ordinary members and in addition the immediate past captain shall ex-officio be a member of the Committee.
6. The Officers and Committee shall be elected for the ensuing year at the Annual General Meeting.
 - a. A Vice Captain shall be nominated by each nominee for the post of Captain for election at the Annual General Meeting. A second Vice Captain may at the discretion of the Captain be appointed on the Committee from amongst the four ordinary committee members
7. The management of the Club shall be entirely controlled by the Committee who shall have power to make any arrangements or regulations or bye-laws and take any action they may deem fit subject to these Rules and to any Resolution passed at a General Meeting.
8. The Committee shall hold a meeting as often as shall be thought desirable by the Captain or Secretary or by any other member of the Committee but not less than once a month. Five shall form a quorum.
9. The Committee shall have power to fill casual vacancies and elect sub-committees as it deems necessary.
10. All members of the Committee shall have equal voting power and the Chairman of the Meeting shall have a casting vote in addition if necessary.
11. An Honorary Auditor shall be elected at the Annual General Meeting to audit the Accounts for the current year.
12. The Annual General Meeting shall be held between the 1st September and the 30th September in each year to transact the following business:-
 - a. To receive the annual report of the Captain.
 - b. To receive and if approved to adopt the statement of the Club’s Accounts to the 31st July of the current year.
 - c. To elect Officers and ordinary members of the committee.

- d. To appoint an Honorary Auditor.
- e. To deal with any special matters which the committee desires to bring before the members and to receive suggestions from the members for consideration by the committee.
Notice convening the Annual General Meeting shall be sent to all members not less than ten days before the Meeting and shall specify the matters being dealt with.
- 13. Nominations for the Officers and Committee of the Club duly proposed and seconded shall be forwarded in writing to reach the Honorary Secretary three days before the Annual General Meeting. Voting shall be by ballot. In the event of there being insufficient nominations for the Committee retiring members otherwise ineligible may be elected.
- 14. An Extraordinary General Meeting may be convened by the Committee at any time upon ten days notice and shall be convened within twenty one days from receipt of a requisition in writing signed by not less than ten per cent of the members specifying the object of the Meeting for any of the following purposes:-
 - a. To consider and if approved sanction any alteration of the Rules.
 - b. To deal with any special matter which the Committee may desire to place before the members.
 - c. To receive the resignation of the Officers or Committee members or any of them or to remove any Officer or Officers or member of the Committee from office and to fill any vacancies.
 - d. To deal with any special matter which the members requiring the meeting to be convened may desire to place before the club. Notice convening an Extraordinary General Meeting shall be sent to all members not less than ten days before the meeting and shall specify the matters to be dealt with.
 - e. Accidental Omission to give notice of a meeting to, or the non-receipt of notice of, a meeting by any member shall not invalidate the proceedings of a meeting provided that notice has been displayed at the Club premises and on the Club website.

Membership

- 15. Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis.
- 16. The Club may have different classes of membership and subscription on a non discriminatory and fair basis.

Membership of the Club shall comprise the following categories:-

- a. Full rowing members-those who have reached the age of 18 on 1st April of the current year.

- b. Associate members (non-rowing)
- c. Honorary life members
- d. Student members -can provide documentary evidence of being in full-time education.
- e. Junior members-who are under the age of 18 on the 1st April of the current year.
- f. Away members-members whose permanent address is greater than 50miles from the club.
- g. Induction members-for new or prospective members, for a period of 6 weeks only.

Applicants for membership and members renewing their memberships will be asked to sign a form agreeing to abide by the rules and regulations of the club and the sport of rowing.

If it is considered by the Committee that the granting or renewal of membership would be detrimental to the aims and objectives of the club, the committee are entitled to refuse membership and would provide full reasons for doing so.

- 17. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
 - a. There shall be no entrance fee to the Club.
 - b. The annual subscription shall be decided by the Committee and may be altered from year to year if necessary. Subscriptions shall be payable in full on the 1st April of each year or by a monthly subscription by standing order. In the case of new members, subscription is due immediately upon receipt of notice granting membership. Should the subscription, or any part thereof, of any member be unpaid for three months from the date due, or in the case of new members fourteen days from the receipt of their notices, such members may be deemed to have resigned.
 - c. The Secretary or Treasurer shall notify all members when their annual subscription is due.
- 18. Any member desiring to resign shall notify the Secretary in writing giving one month's clear notice, failing which their subscription is due up to the end of the current year.
- 19. No member may enter or contend for any open event or public prize under the name or in the colours of the Club without the sanction of the Committee.
- 20. The Committee shall have power to expel or suspend and the Captain to suspend any member who shall offend against the Rules or bye-laws of the Club or whose conduct shall in the opinion of the Committee render him unfit for membership of the Club. Before any such member is expelled the Secretary shall give him seven days written notice to attend a meeting of the Committee and shall inform him of the complaint made against him. No member shall be expelled without first having an opportunity of appearing

before the Committee and answering the complaint made against him.

Property and Funds

21. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the club.
22. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
23. The Club may also in connection with the sports purposes of the Club:
 - a. sell and supply food, drink and related sports clothing and equipment;
 - b. employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - c. indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
24. The Committee will have due regard to the law on disability discrimination and child protection.
25. Child Protection Procedures
 - a. The club accepts the policy and procedures related to Child Protection, as set out by the ARA, and require all members to accept these procedures as a condition of membership.
 - b. The committee shall appoint a member to act as Welfare Officer whenever the Club has junior members. The Welfare Officer's duty will be to understand the requirements of the ARA Participant Welfare, Good Practice and Child Protection Policy and Procedures and advise on compliance with these guidelines and act as a focal point for any concerns.
26. Safety
 - a. The committee shall appoint a member to act as Safety Advisor whose duty it will be to understand the requirements of the ARA Code of Practice for Water Safety and advise on their prominent display, their observation and their implementation at all times.

Winding Up

27. The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
28. The Committee will then be responsible for the orderly winding up of the Club's affairs.
29. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - a. to another Club with similar sports purposes which is a registered charity and/or

- b. to another Club with similar sports purposes which is a registered CASC and/or
 - c. to the Club's governing body for use by them for related community sports.
- Priority
- 30. Where there is any conflict between any of the above Rules ("key Rules") and any other rule or rules the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002.)
 - 31. Any bye-laws made by the Committee under the power given in these Rules shall not conflict with these Rules and shall be posted on the Club premises and shall be binding on all members.

CONTACTS

CSRC Committee contact details

Chairman - **Donal McDougall** - donald.mcdougall@carillionwsp.com

Captain - **Jonathan Spencer** - jonathan9spencer@aol.com

Senior Coaching - **Chris Woods** - chris_woods@btinternet.com

Club Secretary - **Alice Needham** - sheffieldcityrowing@yahoo.co.uk

Water Safety Adviser - **Doug Jackson** - doug.jackson@hillfoot.com

LINKS

Rowing Calendar

http://ourworld.compuserve.com/homepages/david_biddulph/2005cal.htm

ORGANISATIONS

Amateur Rowing Association (ARA)

<http://www.ara-rowing.org/>

FISA

<http://www.worldrowing.com/home/default.sps>

Yorkshire Rowing Council

<http://www.yorkshirerowing.co.uk/>

BOATS

Janousek

<http://www.janousek.co.uk/>

Eton Racing Boats

<http://www.etonracingboats.co.uk/>

Sims

<http://www.rowing.co.uk/>

Virus

<http://www.virusuk.demon.co.uk/>

EQUIPMENT

Nielsen Kellerman

<http://www.nkelectronics.com/>

Oarsports

<http://www.oarsports.co.uk/>

RowData

<http://www.rowdata.co.uk/>

CLOTHING

Powerhouse

<http://www.powerhouseclothing.co.uk/>

Godfrey

<http://www.godfrey.co.uk/>

JL

<http://www.jlrcing.com/>

Rock the Boat

<http://www.rock-the-boat.co.uk/system/index.html>