

FALMOUTH DRAGON BOAT FESTIVAL 2024 TEAM MANUAL



Lets **talk** about !t



THE
**WORKING
-BOAT-**

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1. About the Falmouth Dragon Boat Festival

1.1 When is the festival

Saturday 27th July 2024

1.2 Background to the festival

Dragon Boat Events are once again partnering with The Working Boat Pub and Greenbank Hotel to bring Dragon Boat Racing back to Falmouth. Our aim, as always, is to create an event that enables charities and other good causes to raise funds whilst having fun at the same time. If you don't have a charity in mind we are excited to be partnering once more with Man Down who are an incredible charity supporting Men's Health in Cornwall.

1.3 Who are Man Down?

The Working Boat are proud to share that we will be partnering with Man Down for this exciting event and 10% of all proceeds generated from food and drink sales during the day will be donated to this amazing organisation.

Man Down is a Cornish based non-profit community-interest company who provide informal peer-support talking groups all over the county for men with mental health concerns.

1.4 How do I register and pay for my team?

To enter, simply complete the Team Entry Form found at the end of this document and return to enquiries@dragonboatevents.com. Please make the payment to Dragon Boat Events and use reference 'FALMOUTH' – followed by your team name.

1.4.1 Your email address is important.

We communicate with all teams via email. Therefore the email address that you give when registering your team online must be one that you use regularly. If you are a company, and the finance department completes the entry form, be sure that the email entered is the one for the person who is coordinating the team (who we tend to call the "Team Captain").

1.4.2 Do I need a team name and nominated charity when I register?

No, you can put "TBC" in the Team Name and Charity boxes of the registration form if you are undecided on these when you enter. You can add them later by emailing enquiries@dragonboatevents.com. However, we will need these completed by 12th July at the latest.

1.5 Contact details

Email: enquiries@dragonboatevents.com

Internet: www.dragonboatevents.com/contact

We endeavour to respond to all queries within two working days.

2. Entering A Team

2.1 Cost of entering the festival

The cost of entering is £23.50 per person based on a team of 17 paddlers – if you wish to purchase entry for a team it is £399 for as many paddlers as you like, but please note up to 17 people can paddle per race.

2.2 How many people are in a team?

A full Dragon Boat team consists of 16 paddlers and one drummer: so a total of 17 people. You must have a drummer, however you don't need to have 16 paddlers. A team with 12 paddlers can compete well, however it is best not to have any fewer than 12 paddlers in your team.

2.2.1 Can I have more than 17 people in a team?

Yes. You can have as many as you like, although remember that only 17 can be in the boat at any one time, so you will have to rotate them. This is your responsibility – there are no rules about who can paddle in each race – you can decide the team you put in for each race. If you have more than 25 people who are keen to take part, consider finding a few more and entering two teams.

2.3 Can I enter more than one team?

Yes, you can enter as many teams as you like! However, please note that if you are short of numbers in one team (whilst you are allowed to) you may not be able to “transfer” paddlers between teams for different races as your teams could be racing against each other or may be in consecutive races. So if you have more than one team, be sure each team has enough paddlers in it without having to share them.

2.4 Do I need any previous experience?

No. At least half of the teams competing will have never been in a dragon boat before. In each race you will have a highly experienced helm who will also give you hints, tips and instructions on how to win! So you will learn as you go along.

2.5 How old do the people in my team need to be?

Your team members will need to be at least 12 years old. Dragon Boat Events is regulated by the Adventure Activities Licensing Authority to allow minors to take part in the racing. There is no age limit!

2.6 Can disabled people take part?

Yes. If some of your team have disabilities this should not be a problem, all we require is for participants to be able to sit on a Dragon Boat bench unaided and hold a paddle. However, do let us know in advance so we can ensure any additional facilities are available.

2.7 Do I need to be able to swim?

No. Everyone wears a life jacket when they go out on the water, and safety is taken very seriously. It is very unusual for a boat to capsize and there is always a safety boat alongside.

2.8 Refunds

Unfortunately the entry fee is non-refundable unless the event is cancelled due to Covid restrictions. At this point teams will be offered to transfer their entry over to next year or to receive a refund.

3. The Racing

3.1 How does the racing work?

Teams will race against each other over a 200 metre course (which take between 60 and 90 seconds to complete). Each race you are in will be timed, and your best time over the three races will be the one that is used to determine whether you go into the final.

3.2 How many races will my team get?

We aim to give each team three races during the day, and then if you qualify for the final, you get one more race. There is a gap of about 1.5 hours between each of your races.

3.3 Do I need to bring my own boat or equipment?

No! We supply the boats and everything else you need: paddles, drum, and life jackets. You just need to get a team together.

3.4 Registration and race times

You must register with us as soon as all your paddlers have arrived at the site. The Registration tent is located on the quay side, outside of The Working Boat bar. Only the Team Captain needs to come and register. Registration opens at 9am and it will be a first registered – first on the water system. So if you want to be in the first race at 10am, make sure you are registered at 9am! We need all teams to be registered by 9.30am please.

3.5 The safety briefing

Before your first race, you will receive a safety briefing from your helm. Once the safety briefing has finished you will be asked to sign a waiver form and all persons who attend this briefing will be tagged with a wristband. Anyone who will be paddling in any race during the day will need to participate in this safety briefing, even if they are not in their team's first race. Only those people with a wristband will be allowed onto a Dragon Boat.

3.6 The heats and the final

You will participate in three heats during the day, with your fastest time being the one that will be used to determine whether you compete in the final. The fastest teams will go through to the final.

3.7 What happens if I have team members who arrive late?

It is not always possible for everyone to be on site for the safety briefing. If you have team members arriving later in the day who want to race, please ask them to report to

the DBE Control Tent when they arrive. We will then ensure that they receive a safety briefing and are tagged. However, please note that this is not always easy to fit in, and whilst it can be done, we don't encourage it. So please encourage all your team members to be on site and ready for the first race and the group safety briefing in good time.

3.8 Will I get wet?

Yes! You are extremely likely to get wet from the other paddlers in your boat splashing you, so please bring a change of clothes!

4. About the venue

4.1 The Working Boat and Greenbank location

The Working Boat and Greenbank Hotel can be found at Harbourside, Falmouth, TR11 2SR

By road - As you enter Falmouth on the A39, at the roundabout immediately before McDonalds, take the 1st exit left along North Parade – look out for the brown sign for Greenbank Hotel. The hotel is approximately half a mile on the left hand side.

By rail - The nearest train station is Falmouth Town, a short taxi ride to the hotel or approximately 20-30 minutes by foot.

By bus – The closest bus station is on The Moor, approximately 10 minutes away from the hotel on foot.

4.2 Where can we set up our base?

Teams can pitch up on the grass areas outside the Working Boat pub. Food and drink will be available to purchase from the pub throughout the day. You are free to consume your own food and drink on the grass areas but please do not bring your own food and drink onto the quay.

4.3 What can I do with our team base?

Most teams erect a marquee or large tent, so they have shelter from sunshine or rain. There is plenty of food and drink available to purchase during the day from the Working Boat pub. Please tidy up and bring empty glasses and containers back to the pub once finished. Alcohol is permitted to be consumed on site and can be purchased from the Working Boat pub. Please do not bring your own alcohol onto the Quay.

4.4 Setting up a stall

Teams may boost their sponsorship by setting up a stall but please let us know in advance if you plan to do this. You are not allowed to sell food and drink. Please note that if you are running a stall, you must bring everything you need, including tables, chairs and any shelter you require.

4.5 Hiring a gazebo

Dragon Boat Events are able to offer Gazebo hire for your plot to take the stress out of the set up for you. We offer 3x3m gazebos at £120 or 6x3m gazebos for £170 for the day and they are set up and taken down for you. Please let us know by 12th July if you require a gazebo by emailing enquiries@dragonboatevents.com

4.6 Will there be somewhere to put all our belongings?

It is up to you to either bring a gazebo, tent or marquee to make a base for your team and we encourage teams to leave belongings with a responsible person on land. There are no locker provisions on site.

4.7 At the end of the day

At the end of the day, all we ask is that you leave your plot clean and tidy, with all rubbish in the bin bags that we provide. Please put the bin bags in or next to one of the bins on site to be collected at the end of the day.

FALMOUTH DRAGON BOAT FESTIVAL 2024

ENTRY FORM

Entry for the festival is £399 per team. Payment for entry can be made via BACS using the below details or if you require an invoice please request one when you return this completed form. Please quote 'FALMOUTH' followed by your Team / Company name as a payment reference.

Please complete the below form and return to
enquiries@dragonboatevents.com

Team Name.....

Charity / Company Name.....

Team Captain Name.....

Email Address.....

Contact Number.....

Contact Address.....

Team Captain Signature.....

Payment

For BACS payments please use the following account details;

Bank: NatWest

Account Name: Dragon Boat Events Ltd

Sort Code: 55-81-26

Account Number 88110192