

Friends of Allonby Canoe Club Liverpool

To: Teams and spectators attending the Canoe Polo Club Championships.

Friends of Allonby Canoe Club Liverpool (FOA) Have the pleasure of hosting the 2024 Canoe Polo Club Championships on behalf of the Canoe Polo Committee.

Please see the Club event guidance for teams and spectators attending the weekend.

- Safety
 - The event will run within the guideline and advice within our lease arrangements and the given club's Risk Assessment (RAs Available on our website).
 - Activities will be confined to using the Collingwood Dock venue and its waters.
 - Teams and clubs will be required to supply and cover where necessary sufficient on water rescue arrangements in the event of capsize and or difficulty.
 - The use of cookers, burners, gas cylinders etc is **strictly forbidden** on site Canoe Polo facility and it's surrounds.
 - First aid kits & Onsite defibrillator are available within the Club house viewing area.
 - Club Marshals and members will be on call for reference if required.
- Pitch & Changing Room Access
 - Barriers and fencing are in place for good reason. The use of the top access wall, step downs, pontoons other than the need by Club Officials, Game Officials and Team Coach's (2) to access the facility is strictly forbidden.
 - We will ask that **teams enter the water from the drop-down ramp within the club compound only.**
 - Anybody using the changing rooms will be asked to store their kit in their cars once changed to prevent congestion in the changing rooms.
 - If teams require to store boats onsite overnight (At their own risk) They should contact a club representative on the Saturday for an allocated space.
- Parking: Space is at a premium so a **maximum of two vehicles per team** will be allocated by one of the club marshals presents. Please follow the directions given. There is additional parking available in the side streets facing the venue if required.
- Captains Meeting & Scrutineering
 - A captain meeting will be held early on the Saturday morning in the FOA Club house viewing area (Side of Pitch 1).
 - The CPC will be **scrutinising equipment** prior to the first games on the Saturday morning.
 - A scrutineering area will be set up in a Gazebo outside the old dock house next to the club access gate.
 - No team will be permitted to compete without a scrutineering check.
Bumpers and boat colour will be an area of focus following last years competition, please prepare appropriately and turn up early.

- Accommodation
 - We have been unable to secure our normal campsite on the school playing field.
 - It is expected that teams will arrange their own accommodation.
 - We can supply details of local accommodation scout huts etc if requested.

- Ad-hoc
 - Refreshments, drinks, savouries, toasties etc will be provided for a small fee at the BBQ and Kitchen facility on site.
 - Toilets are provided on site.
 - Event control will be located within the Blue Office hut and will be identified during captains meeting.
 - Game results will be displayed within FOA club house.
 - We shall provide limited seated and covered spectator viewing areas on each pitch.
 - A playlist will be issued by the CPC in due course. Please ensure to turn up to games and table/refeing slots ahead of time to prevent receiving penalties.

We want everybody to have a good time and enjoy the weekend, please be respectful to officials, referees and other competitors.

Yours,

Keith Meadows
Friends of Allonby canoe Club Liverpool