



2025

Captain/Paddler Package



**Day-Use Area of the UTRCA Fanshawe
Conservation Area, Fanshawe Lake,
London, Ontario**



www.fanshawedragonboatfestival.com

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Welcome



The Dragons Return to London.....again!

Rowbust would like to welcome you to the 12th Annual Fanshawe Dragon Boat Festival. With the success of our past festivals we are excited to bring you an even better 2025 festival!

We are looking forward to meeting you all of you and sharing an exciting day of races with everyone on beautiful Fanshawe Lake in London, Ontario.

Please review the following information package and share with your team members prior to race day. If you require further information, please don't hesitate to contact fanshawedbf@gmail.com or rowbust.event@gmail.com. You can also visit the festival website at www.fanshawedragonboatfestival.com or our [Facebook page](#).



Captain/Manager Responsibilities

Until now you have been busy organizing your team. We hope that all the teams will have fun at our festival. The safety and well-being of your team are the responsibilities of the team members as well as the Team Captain and/or Manager.

Online registration, visit www.fanshawedragonboatfestival.com and follow the links.

Make sure that your team members make you aware of any medical condition(s).

Each Team Captain/Manager is responsible for

- team conduct
- communicating and distributing information to the team
- ensuring all required online forms are complete/submitted ahead of the team's practices and festival day
- being the liaison with Fanshawe Dragon Boat Festival Event Officials
- ensuring all team members are following public health guidelines (as applicable – see page 6)

Captains/Managers should complete a team roster (via Google Docs - emailed to captains) and have it completed prior to their first practice. Online individual waivers are available. The link will be shared with team captains to share with their paddlers. You need to ensure that all team members complete this prior to the first practice by asking them to forward their waiver confirmation email to you.

No one will be allowed onto the dock or into a boat without having signed an online waiver. No paper copies will be available this year.

On race day the Race Official will talk only to the Team Captain or designate over any race disputes; the involvement of any other representatives could constitute disqualification from the festival.

Be sure you understand where the practices and races are being held. These are two different locations! See map on last page.

Rain during practices and/or the festival does not necessarily constitute cancellation; thunder and lightning will keep us off the water.

NOTE: Practices take place rain or shine! If thunder/lightning keeps us off the water, a "dryland" practice will take place in the Fanshawe Yacht Club Clubhouse.

Safety for Practices and Race Day

The first priority of all competitors is the safety of their crew and all others. All participants must obey and adhere to the rules and regulations of The Fanshawe Dragon Boat Festival Committee, Great White North (our service provider for the race day) and Dragon Boat Canada (DBC).

Think Safety at All Times

Fanshawe Conservation Area is a public park and not licensed for alcohol consumption for safety reasons. **If it is determined that anyone has consumed alcohol she/he/they will not be allowed to race or practice.**

Each crew member should be able to swim 100 metres while wearing light clothing.

Personal Flotation Devices (PFDs) are mandatory for all practices and races. PFDs will be supplied if necessary.

Appropriate non-slip footwear should be worn.

IF YOUR BOAT SHOULD OVERTURN - PLEASE USE THE BUDDY SYSTEM TO LOCATE ALL OF YOUR TEAM MEMBERS. Each seat is responsible for locating their seatmate and drummer and stern responsible for locating each other. Let the rescue boats and personnel do their job, help with a successful rescue.

Public Health Guidelines

Fanshawe Dragon Boat Festival will follow all required Dragon Boat Canada (DBC), Provincial and Local Public Health and government guidelines at the time of the practice period and festival on June 7, 2025.

Self screening is required by all participants - if you have any respiratory symptoms, please stay home.

Emergency Procedures – Thunder & Lightning

In the event of thunder and/or lightning, the following procedure must be followed:

- 1 All boats will return to the docks immediately
- 2 All participants will be cleared from the water and surrounding area (boats, docks, and shoreline) immediately
- 3 Everyone should take cover until the storm passes. Participants should avoid congregating in the open or under high trees or other tall objects.

Practice Information

Your team registration includes **two** (2) practice sessions with a coach who will give specific instructions regarding safety, paddling technique, the race course and format, and steering, if required.

After your registration has been confirmed (registration form with payment in full), you will be sent a link by email (from Wufoo) to book your practices.

Practice times are scheduled for one hour and the boats must leave and return to the docks **ON TIME**.

Make sure your team members know where and when your practices are and ask them to **arrive 30 minutes early**; being late for your practice only cuts into your time, not the group following you. Their practice will start on time. **Please report to the registration table as soon as you arrive at the practice site!**

If you have chosen to use your own qualified team steersperson (indicated on the registration form), that steersperson MUST attend all practices in order to qualify to participate on Race Day. The Festival Committee reserves

the right to substitute a Festival Steersperson (\$75 fee) if deemed necessary for safety reasons.

Team Pledge Program

Fanshawe Dragon Boat Festival is once again partnering with London Health Sciences Foundation (LHSF) to raise funds to support cancer patients living in our region through our "Paddle for a Purpose" initiative.

These funds help patients struggling with the financial burden of cancer. This program makes a notable difference in the lives of cancer patients and their families; reducing stress and anxiety and allowing them to focus their energy on healing.

Teams have the option of participating in the Paddle for a Purpose Pledge Program. Donations can be made online or paper based. Prizes for top Individual and Team; see website main page for more information.

Practice Procedures

Practice Site: Fanshawe Yacht Club (FYC)

FYC is located inside Fanshawe Campground. Route will be clearly marked once into Fanshawe Conservation Area.

Please plan to arrive early to confirm that we have an accurate roster and all paddlers have signed an online waiver **or assign a designate**. Crew members **must arrive at least 30 minutes prior** to the scheduled practice times for instruction. Please provide your team name to the attendant at the gate.

Do not leave children or pets unattended. We are not responsible for children or pets.

Give yourself extra time as you may experience delays at the gate. **Please drive at the posted speed inside the conservation area/campground.**

Team check-in will be in/in front of the main clubhouse/chalet at the Fanshawe Yacht Club.

Reminder: If you're not well, please stay home.

Paddles and PFDs are provided for the practices and race day.

Preparation for Loading the Boats

Teams are to be **ready to load 15 minutes before scheduled practice time.**

Once all necessary documentation has been verified, a festival representative will assist you at the equipment area.

PFDs and paddles will be distributed to each team member. All PFDs must be fully zipped and buckled before going down to the dock area.

Only dragon boat participants will be allowed down to the dock area.

Festival representatives will assist team members onto the docks and to get loaded into boats.

Final Checks

At the completion of practice, all GWN paddles and PFDs **must be returned** to the equipment area.

Captains/Managers must check to ensure that all PFDs and paddles have been returned to the proper locations.

Any equipment that is damaged or not returned becomes the responsibility of that team and may result in replacement costs.

Festival Day

Race Site: Day-Use Area of the UTRCA Fanshawe Conservation Area

THINGS YOU SHOULD KNOW

Each team must have a **minimum of 16 paddlers**, 8 of whom must be female. This does not include the drummer or steersperson. An experienced drummer and qualified steersperson are required for all races. **Minimum age for paddlers is 11** (International Dragon Boat Federation Rules).

DOCKS & LINE-UP AREA & START LINE

No one other than race participants or officials is allowed in the dock area.

All competitors must have on (done up) and wear proper PFD as supplied by festival or deemed appropriate by the dock captain and the festival chair. If you are in the boat or on the dock with your PFD unbuckled, your team could be disqualified.

Race Day Procedures

Upon arrival, Captains/Managers should proceed to the Registration at the Lakeview Pavilion. Registration will open at 6:30 am*. **Races will start at 8:30 am.*** (*Times may change depending on number of teams registered. Captains will be notified by email re: final festival schedule.)

*****All Captains/Managers AND steerspersons must attend a brief mandatory meeting at 7:15 am*.*****

Make sure your team members know the race schedule and where and when to meet prior to each race. Your team must be on time for line-up, loading and be ready to race. Any team that is not on time will be disqualified from that race, and the Festival Chair, with members of the committee, will make the decision on future races that day.

Warm Up for ALL TEAMS

Be sure not to miss the BEST WARM UP for all team members, supporters, families by the Registration Desk put on by Rosa!!

Loading & Racing

Teams will be called to line up at dock area about 30 minutes before race starts.

Teams are to be loaded into boats 10-15 minutes before race starts.

Race start times are as posted for race on printed schedule and web site.

NB Any changes to the schedule the day of the festival, will be at the discretion of the Starter, Race Marshal or the Festival Chair.

Please enter the same boat number as stated on the race schedule.

The boat number is the same as the race lane number in which you will be racing. Your boat **must stay in that race lane for the entire race** or you may be penalized.

Teams must be ready to start their race at the appropriate start time at the start line.

Late Arrivals at Start Line (on water)

The Starter may warn a crew arriving late in the start area and if such a warning is given it shall have the same effect as one given for a False Start, for that race. The Starter may choose to award a Time Penalty of up to five (5) seconds to any crew arriving late in the Start Area, or for failing to come up to the Start Line when called. The Starter may start a race without reference to absentees.

Races, Divisions, Awards

In the first round of racing, all teams will race for time. The fastest 8 teams advance to division A semi-finals; the next 8 to division B semi-finals etc. The number of divisions will be based on the total number of registered teams.

Each team will have three divisional races (time and weather dependant). Each division will have a Championship and Consolation final round (4 teams in each).

Some teams may choose to enter a (4th) specialty cup race *if offered*.

Gold, silver and bronze medals* awarded for championship final round teams; trophy for consolation final round 1st place winner.

Medals will be awarded after each Championship Final race. All paddlers need to go directly to the awards area at the Lakeview Pavilion for medal/trophy awards after your final race.

** Up to 25 medals per team*

Race Violations

Race lane violations during the races, will be added to the race division finals, after the time has been recorded.

Race lane violations - Penalty of up to 5 seconds per violation

- out of proper race lane
- failure to finish the race in your race lane
- causing another team delay or collision
- causing another team to cross lanes or to collide
- failure to stop boat and crew if crew is in any danger
- failure to avoid a collision
- wash riding or wake riding
- failure to comply with official's instructions on water
- late arrival at start or failing to move to start line as instructed

Race Official or Festival Chair may deem additional race violation penalties in exceptional circumstances.

Race Violation Protests

Team Captain or designate only may apply for a race violation protest.

Confrontation or discussions regarding the running of the team races by any member of any team other than the Team Captain of the race in violation, with the Festival Chair or any member of the festival committee will constitute disqualification of that team from the current festival competition.

Protests must be in writing, handed to the Race Official within twenty (20) minutes of that race start time.

No other protests will be accepted. A fifty-dollar (\$50) cash fee must accompany any and all protests (refunded if protest upheld). ***All decisions of the Race Official and/or Festival Chair are final.***

Restarts

At the discretion of Race Official and/or Festival Chair

Paddlers' Village

Each team will be allotted a 15' x 15' spot to set up a tent or shelter. Teams need to provide their own chairs, tents and shelters which must **NOT** exceed 10' x 10'. Tents may be set up on Friday, June 6th from 2:00-8:00 pm. Please do not leave any valuables unattended at your tent overnight or during your races.

Absolutely **NO ALCOHOL** or BBQs will be permitted in the Paddlers' Village.

Ensure your area in the Paddlers' Village is cleaned before leaving at the end of the Festival. A garbage bag and recycling bag will be provided when you check in at Team Registration on Race Day.

Vendors' Village

Please let your paddlers know that we will have a selection of food and merchandise vendors available for your team to visit throughout the day. No ATM is available at our race site and vendors may not have the ability to process debit/credit payments so **PLEASE BRING CASH!!**

Parking on Festival Day

**** Please arrive approximately 2 hours before your 1st scheduled race.**

Parking for all paddlers will be available onsite in the parking area located close to the race site (see attached map). **Area will be clearly marked with signage and volunteers will be available to direct you.**

There will be many volunteers happy to assist you when you enter the Fanshawe Conservation Area.

Race Day Morning: To avoid congestion at the main entrance of Fanshawe Conservation Area off of Clarke Road, the "old" back entrance of the park will be open to assist with the large volume of traffic. **You may enter at the very end of Fanshawe Park Road** (go as far East as you can go, entrance on your right). **This back gate will only be open from 6am to 10am on Saturday.** **If you enter through the main entrance (before or after 10am), you will need to pay \$16 (per vehicle).**

The parking area is located close to the Paddlers' Village.

***** Just an FYI.....**there will be many teams coming into the park at the same time. Please be patient with our volunteers and **arrive early to avoid being late for your race.** *******

Teams can have access to the festival site on Friday evening until 8:00 pm to set up their tents in the Paddlers' Village. Security will be on site the entire night. (See page 12.)

Fanshawe Dragon Boat Festival Practice & Race Locations

