

Notes for Car Park marshals

Thank you for volunteering to help as a car park marshal at the Head Race. The role is important to ensure the smooth running of the event and that the site is kept safe.

Principle

The role is to control the access for trailers and cars to the rowing club and football club car parks. Only trailers, towing vehicles and cars carrying boats are allowed into the car parks. All other cars/coaches must be redirected to find alternate parking. Normally we aim to cone off the lower parking spaces on the road and reserve these for umpire cars or cars carrying boats.

Locations

It is helpful to position one person at the top of the road near the library. Cars can then be intercepted and asked to unload passengers and then sent away to park before they get down to the club. This prevents queues building up near the gates. Other marshals should stand by the gates to the clubs and direct traffic to park as planned. There should be a prearranged plan as to which club trailer goes into which car park.

Football Club

Particular importance should be given to ensuring that the area of the football club car park being left for them to park in is kept clear and access is maintained. Taping off areas with red and white tape and cones is recommended. It may be that the football club has some activities going on in the afternoon which means cars will be arriving. It is important to be polite but firm with drivers to ensure that they do not park if there is no room for them in the football club area. Hopefully a letter will have been obtained from the football club which can be handed to drivers explaining the situation.

Emergency access

We need to maintain access for emergency vehicles to both clubs.

Continued Presence

Although the majority of competitors and trailers will have arrived before division one there may be some arriving for other divisions so it is important to maintain a marshal presence throughout the day. This is also important to oversee cars entering the football club for matches in the afternoon.