

Culford Summer Sprint Triathlon

Sunday 8th August 2021



Thank you for entering the 2021 Culford Summer Sprint Triathlon. We hope the following instructions will help to make your day go smoothly.

Covid-19 – Please read!

If you have had a positive test in the last 10 days, are currently exhibiting [Covid-19 symptoms](#), live with someone who has tested positive or has symptoms, have been asked to isolate by NHS Test and Trace or have been 'pinged' by the NHS app then please **DO NOT ATTEND** the event and let the Race Director know.

All competitors are being asked to complete a Covid-19 Health Questionnaire and bring it with them to registration. A small number of blank forms will be available at registration but please make every effort to bring a signed form with you. The questionnaire will be loaded on the [event page](#) a few days before the event.

Although restrictions were eased in England on 19th July, Covid-19 is still circulating in the community. The request from both Culford School and Triathlon England is that wherever possible, we run the event as though restrictions had not been lifted, ie face coverings to be worn inside the sports centre and social distancing to be observed during registration and in the swim queue.

Other considerations:

- 1) If you do not feel comfortable using the changing rooms then you may bring a poncho/gown with you and change by your car or in transition.
- 2) If you wish to wear a disposable mask right up to the point when you start your swim then a waste bin will be provided next to the race starter.
- 3) The Covid-19 officer will be located in the sports centre and will have a small supply of disposable masks available. Please bring a mask with you.
- 4) A drinks table will be available on the run but you may prefer to hydrate well on the bike and carry a small personal drink bottle with you on the run.
- 5) Hand sanitiser will be available in the sports centre and also after the finish.

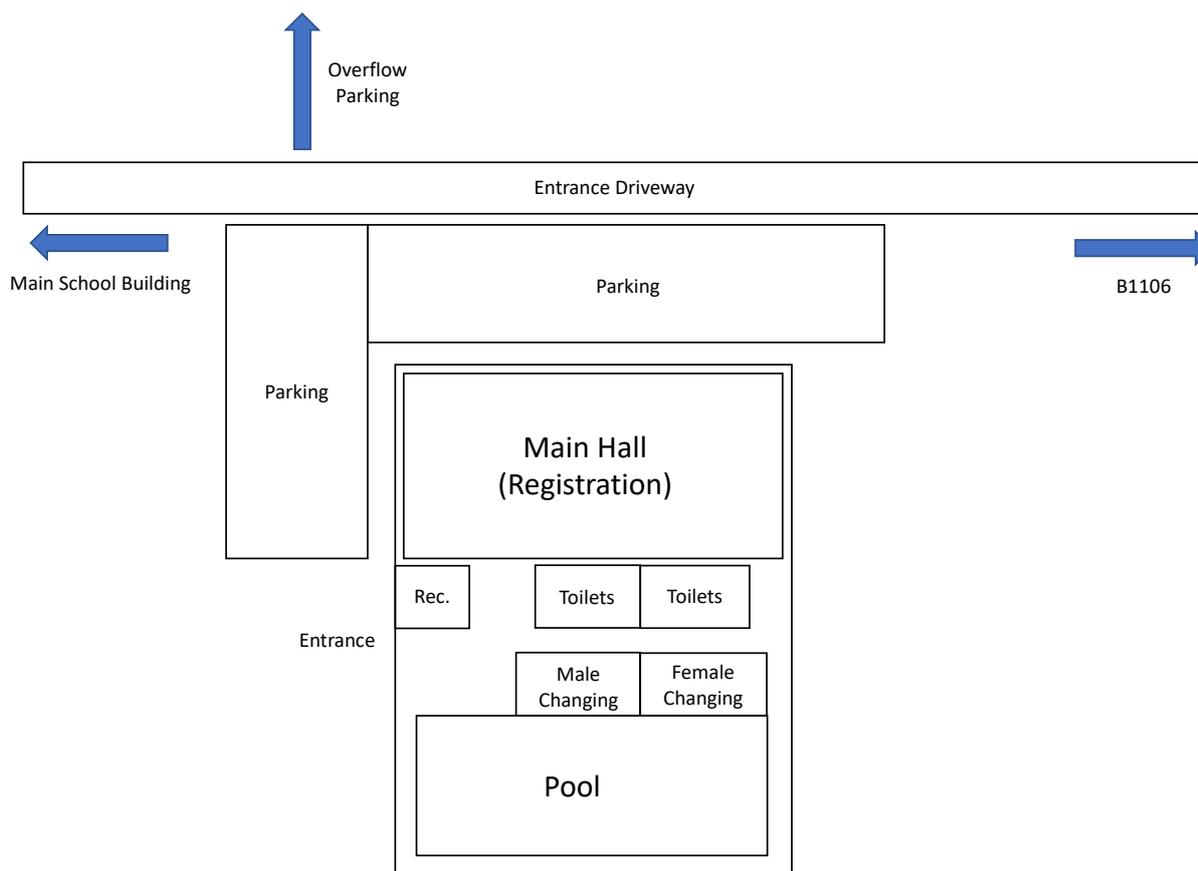
And now for the fun stuff ...

RACE HEADQUARTERS – Culford School, Culford, Bury St Edmunds, Suffolk, IP28 6TX.

HOW TO GET THERE – Culford Village is situated on the B1106, approximately 5 miles North of Bury St Edmunds towards Brandon. Follow signs from the A14 to Fornham, then to Culford. The school dominates the village. The main entrance is opposite the only red telephone box in the village. The sports centre building is on the left, approximately 200m up the main drive. Those who arrive early will be able to park in the sports centre car park. If that car park is full then marshals will direct you to the overflow parking area, this will either be in front of the main school building (about 200m from the sports centre) or on a field reserved for parking. **On no account park on the grassy areas adjacent to the school driveway – only the BT Race Referee, the Race Director and the chip timing supplier may park there.** We rely on the goodwill of the school and this is something that has upset them at previous events.

QUIET, PLEASE! – There are a number of residential buildings on the school site that have nothing to do with the triathlon and whose occupants don't like being woken up early on a Sunday morning. Please keep noise to a minimum when arriving, registering and setting up your equipment. The school has made a particular point of asking us to respect the residents. If it looks like a private house then it most likely is.

RULES – The event will be held under the rules laid down by British Triathlon. You are strongly advised to read and familiarise yourself with these [rules](#). It is your responsibility to ensure that you understand the rules of triathlon. There are no new rules in place for 2021 but if you have not competed for a number of years then you should be aware that recent rule changes include no bare chests on the bike and run sections (swimming costumes are allowed), ensuring front zipped tri suits are undone no lower than the breastbone, and in the last 200m they should be fully zipped up. **No communication or music devices are allowed to be used when racing.** This includes listening to music, making/receiving phone calls, sending texts or taking pictures/videos. If you are unsure of the rules please ask the Race Referee or Race Director before you start racing.



REGISTRATION – The registration desk is located at the sports centre, and will be open from 7.00am on race day. Please follow the registration signs. Registration will either take place in the upstairs viewing area, the main sports hall or outside the front of the building. Registration will close promptly at 8.15am. **Anyone who has not registered by this time will be assumed not to be competing.** Please do not arrive late or encourage spectators to arrive late, because the entrance to the school is used as the exit for the bike course and latecomers may put competitors at risk. Vehicles will not be allowed into the venue once the race is underway (ie after 8.45am). You will find a whiteboard at registration arranged in alphabetic order of surname and first name. You will need to find your race number and start time on this list, and then make your way to the corresponding registration desk. Collect your race pack and hand in your Covid-19 Health Questionnaire. If you are fortunate enough to be aged under 18 on the day of the event then you will also need to hand in a completed [BTF Parental Consent Form](#) If you are a British Triathlon member you must show your current membership card (including photo ID) at registration. If you are not a British Triathlon member you will have already paid an extra £5.00 for a day license; this will be sent to you prior to the race. Finally, move on to the body marking station before leaving registration.

Your start time will be shown on the registration list and also on your race pack. Slowest swimmers start first through to fastest. Competitors will start at 30 second intervals at the following **approximate** times:

08.45 – 09.20	8 mins+
09.20 – 09.50	7-8 mins
09.50 – 10:10	6-7 mins
10:10 – 10.25	5-6 mins
10.25 – 10.35	Under 5 mins

Note: the start sheet will not be finalised until two days before the event, and as a result your start time may not exactly match the indicative times above.

Your race pack will contain your race numbers (x2) and bike & helmet stickers (x2). Safety pins will be available if required. Your right arm and left leg will be marked with your number to aid identification during the race. You will not be able to setup your equipment in transition until the stickers have been attached to your bike and helmet, and the emergency contact details have been completed on the rear of your race number(s). The timing chips will be distributed when you join the start queue.

BRIEFING – If you have not been able to attend the online race briefing, there will be an in-person briefing at approx. 8.20am, just outside the sports centre. If the weather is unfavourable then the briefing will take place inside the building. Note this briefing will only take place if you have requested to attend an in-person briefing, either by notifying the Race Director prior to the event or by making it known at registration.

CHANGING – There are changing rooms and showers inside the Sports Centre. If you feel uncomfortable using these facilities then you may either arrive changed, or use a changing poncho by your car or in the transition area.

RACE NUMBERS – Two large race numbers and two small ‘low tack’ stickers will be provided. Fix one large number securely to the back of your cycle top and the other to the front of your running top. Number belts are permitted providing your number remains visible at all times, and is worn on the back during the cycle and on the front during the run. On the reverse of your number please fill in the relevant contact numbers and medical details in case of emergency.

Ensure your numbers are fixed firmly with one pin in each corner and not folded. Your numbers must be visible; if the marshals who are recording numbers can't see them we may think you have not completed the course.

Attach one numbered sticker to your bike, and one to your helmet. This will identify the bike as belonging to you when you collect your equipment at the end of the race. The bike and helmet stickers are ‘easy peel’ but should be removed as soon as possible once you leave the event.

SWIM SECTION (300 metres) – British Triathlon rules now stipulate that **swim hats must be worn in the pool**. Please provide your own swim hat. The swim will be held in a heated, 6-lane, 25-metre, indoor pool, with deck level access. Please report to poolside 10-15 minutes before your swim start time. If you arrive late, and miss your start time then you will not be able to start until a gap appears – this might not be until the end of race start. Swimmers will be set off individually at 30 second intervals in the lane nearest the changing rooms. You will start in the water – diving is not permitted. You may enter the water as soon as the previous swimmer has set off.

You will collect your timing chip at poolside. **Please ensure your chip number matches your race number. It is your responsibility to ensure that the chip remains firmly attached to your leg for the entire duration of the race. No chip, no time!**

Swim two lengths in the first lane, up and down, keeping to the right at all times (i.e. swim anti-clockwise). Duck under the lane rope and swim two lengths in the next lane. Repeat

until you reach the final lane, by which time you will have completed 12 lengths. For safety reasons you may not swim butterfly or backstroke. If you intend to exit the pool using the ladder you must first **touch the end of the pool** before making your way to the ladder.

Leave the pool by the door to the outside. Take care on the steps outside, which may be slippery, especially if you are a faster swimmer (higher start number). Your timing chip will record your swim time.

The pool's climate control system doesn't like the outside door being left open. There will be a marshal who will open the door for you and close it behind you. For this reason, spectators will not be allowed to use this door. They should enter the spectators' area from inside the sports centre. Please advise your guests and supporters that the viewing area is quite small and ventilation is not particularly good.

Overtaking: The swim is seeded, with the slower swimmers starting first, so there should be minimal overtaking. If you need to overtake someone, tap his or her feet and wait until the end of that length to overtake. If your feet are tapped, stop at the end of the length and allow the person behind to overtake. If the lane is clear, then you may overtake in the middle of a length but only if it safe to do so.

TRANSITION – Transition closes promptly at **8.45am**, as the first competitor starts. The route from the pool to the transition area is a run/jog of just over one hundred metres. It's a mixture of grass and smooth paving slabs, and is fine to run on in bare feet. Be careful of a small step down on this run and also any wet paving slabs.

Do not leave race equipment (shoes, helmets, etc.) outside the pool. You must keep all race equipment in the transition area. Equipment left outside the pool will be removed by officials. No boxes or bags are allowed by the racking in transition but may be left neatly by the hedge inside the transition area.

The run from the pool to transition will be marked by yellow flags, which should be kept to your right-hand side.

For security, only competitors and officials will be allowed in the transition area. You will not be allowed to remove your bike from transition without showing security your race number. As a general rule, transition will not be open for bike/equipment removal until the last competitor has finished their run.

You are not allowed to wear headphones or earphones at any time during a triathlon, including while setting up your transition area.

BIKE SECTION (21 km) – When you first enter the transition area (T1) you must ensure that your cycle helmet is on your head and fastened **before** you remove your bike from the racking. Your helmet must remain on and fastened until **after** you have returned to transition (T2) and replaced your bike in the racking. If you do not follow these rules then you will be penalised. When you leave transition, you must not start riding your bike until **after** your rear wheel has passed the **'Mount / Dismount'** line.

There is a left turn out of the main school entrance. This turn will be marshalled but you must take care and stop if necessary. **The marshals are not empowered to stop or divert traffic.**

The bike section consists of **three laps** of a 7km circuit. The anti-clockwise course (all left-hand turns) is on fairly good surface single carriageway, flat, rural roads. There will be large yellow directional signs and marshals at key points. As with all country roads, there may be parked vehicles, potholes, horses, walkers and agricultural machinery – please be observant.

Whilst on the bike section the normal rules of the road must be observed at all times i.e. you must ride towards the left of the road and you must stop if necessary at junctions. Please respect other road users.

For safety reasons there is a **mandatory** foot down stop on each lap at the junction with the main road through Culford Village (see map). **You must stop and place at least one foot on the ground** at this junction. Two marshals will be present. One will ensure you stop, the other will give you the all-clear to proceed. If you fail to stop you will incur a time penalty. If you are

judged to have ridden dangerously you are likely to be disqualified. If you fail to stop on more than one lap you will be disqualified.

If you have forgotten how many laps you have completed then check your bike computer. If you are approaching the school entrance and have only ridden 14km (8.8 miles) then you need to complete another lap.

Your bike must be safe and roadworthy. It is your responsibility to check this.

When you have completed the bike course you must dismount *before* your front wheel reaches the '**Mount / Dismount**' line. No cycling is permitted after the Mount/Dismount line or in the transition area. Bikes must be racked *neatly* in their original position, otherwise you will be sent back to rack it properly or receive a time penalty.

DRAFTING – On the bike section there must be a minimum of approx. 8.5m (3-4 bike lengths) between competitors unless overtaking. Riding side by side for any distance is also against the rules. You have 20 seconds to overtake a competitor in front. There will be marshals observing this and offenders risk time penalties. If you are overtaken then *you* must drop back to an 8.5m distance.

TRANSITION – It is your responsibility to *count your own laps on the bike course*. At the end of the third lap turn left into the school grounds. Marshals will be checking that you complete 3 laps but it's up to you to turn off at the correct time. In the transition area, rack your bike at your place neatly. If you don't you will be sent back to do it properly or incur a time penalty. Water will be available near the start of the run and on each lap. You must ensure that your race number is visible on your front before you leave transition and start your run.

RUN SECTION (approx. 4km) – The run is entirely within the school grounds. The route consists of **two laps** on a flat course that comprises a mixture of grass, compacted soil and tarmac road. The course will be marked with small **orange** flags, which should be kept to your **right** at all times. There is a short section on a narrow soil path with two-way running traffic. You should keep to the left on this path. The private road section is not flagged; you should stay on the tarmac. There is a turn round point (cone) at the end of the road.

FINISH – At the end of your second lap turn off to the finish. Again, marshals will check that you have completed 2 laps but it's up to you to head for the finish after your second lap.

REFRESHMENTS – Drinks and snacks will be provided by Friends of Culford Church at a cost of £1 per drink or snack. Please bring the correct change with you if possible. The refreshment stall is run by volunteers and cash is the only form of payment accepted.

TIMINGS – Your split times will be recorded at the exit from the pool after the swim, at the entrance and exit from the transition area and at the finish. To assist the officials please make sure that your race numbers are clearly visible, well pinned on and not folded.

PRIZE PRESENTATION – Prizes will be awarded to the first three men, first three women, and first man and woman in each England Triathlon age group. Prizes will consist of engraved medals. These will be presented as soon as possible after the last competitor has finished. We are usually ready to do the presentation 20-30 minutes after the last person finishes but occasionally there is the odd technical hitch that delays the prizегiving. If you are unable to collect your prize in person on the day (or have someone collect it for you), it will be sent out in the post.

RESULTS – Results will be available as soon as possible after the event on the Chiptiming website www.chiptiminguk.co.uk/2021-results There will also be a link on the Ipswich Triathlon Club web site www.ipswich-tri.org/Culford

SPECTATORS – Spectators are very welcome and encouraged. There are a few things to be aware of if you are not competing. Please take care not to impede any athletes who are racing. You may only enter the pool area by accessing the viewing gallery – this is a small room so please do not arrive too early. You will not be allowed to assist athletes. You will not be allowed into the transition area, even to collect bikes at the end of the race. You are not allowed to take photographs in the pool or anywhere inside the Sports Centre. Well behaved dogs are permitted in the grounds but must be kept on a lead at all times. Please keep an eye on any young children. The club's **Safeguarding Policy** can be found [here](#) and will also be on display in the registration area. If you have any safeguarding concerns, or need to report a missing child/person then please contact the event Safeguarding Officer, Simon Palmer on 07979 156617

MARSHALS – All the marshals are volunteers who have given up their time to enable the race to go ahead. Please thank them and be polite. Any adverse comments or complaints should be directed to the Race Director or the BT Race Referee.

PHOTOGRAPHY POLICY – Photographs must not be taken in the changing rooms, in the pool or from the pool viewing area. Once competitors have exited the pool then photographs may be taken around the course. Please refrain from taking photographs of competitors who are struggling in any way, are suffering emotionally or have been involved in any form of accident.

CODE OF CONDUCT – The Culford event is popular with everyone from complete novices to seasoned triathletes. The club seeks to encourage and support all competitors in the sport of triathlon, regardless of their age, physical and mental ability, gender or ethnicity. Please acquaint yourself with the club's [Code of Conduct](#) and also the [Triathlon England Code of Ethics](#). Any abusive language directed towards race officials and volunteers will result in a disqualification under Triathlon England rules

IPSWICH TRIATHLON CLUB – Members of Ipswich Triathlon Club will be marshalling and will be pleased to offer advice to newcomers.

IF YOU CAN'T COMPETE – If for any reason you are unable to take part in the event then please let the Race Director know as soon as possible, contact details for whom can be found at the bottom of these instructions.

There will be no entries on the day and substitutions are not permitted.

THANKS – We would like to thank the following, without whom this event would not be possible:

Culford School - Event venue
Culford Church - Refreshments

St John Ambulance - First aid cover
Triathlon England East - Race official
Chiptiming.co.uk – Race timing and results

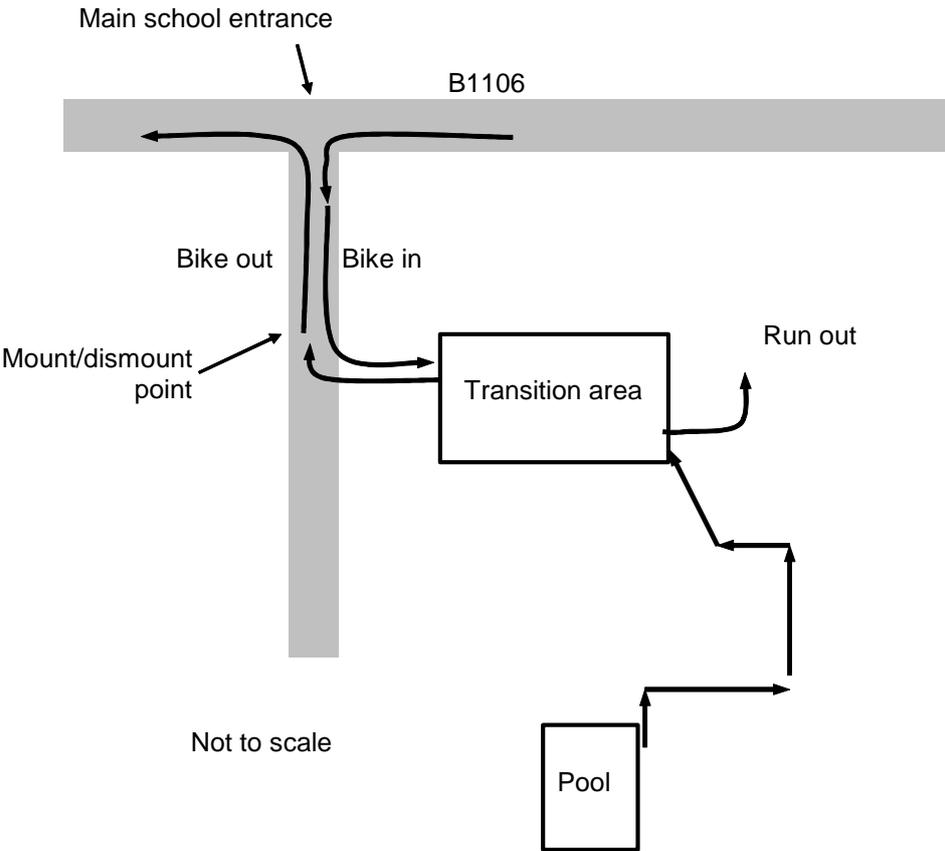
Plus, all the competitors, marshals and volunteers

FINALLY – Enjoy the race! ☺

Dave Lumby – Race Director
Tel: 07918 031588
E-mail: culford-summer@ipswich-tri.org

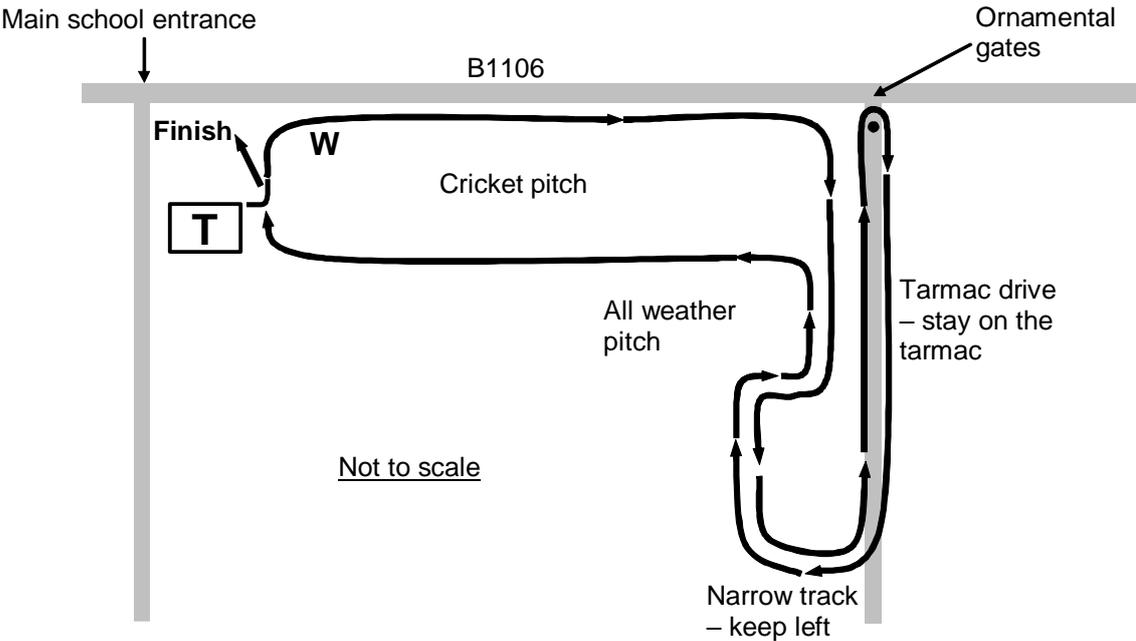
Entry details and further information can be found at www.ipswich-tri.org/Culford

Transition layout



Run route

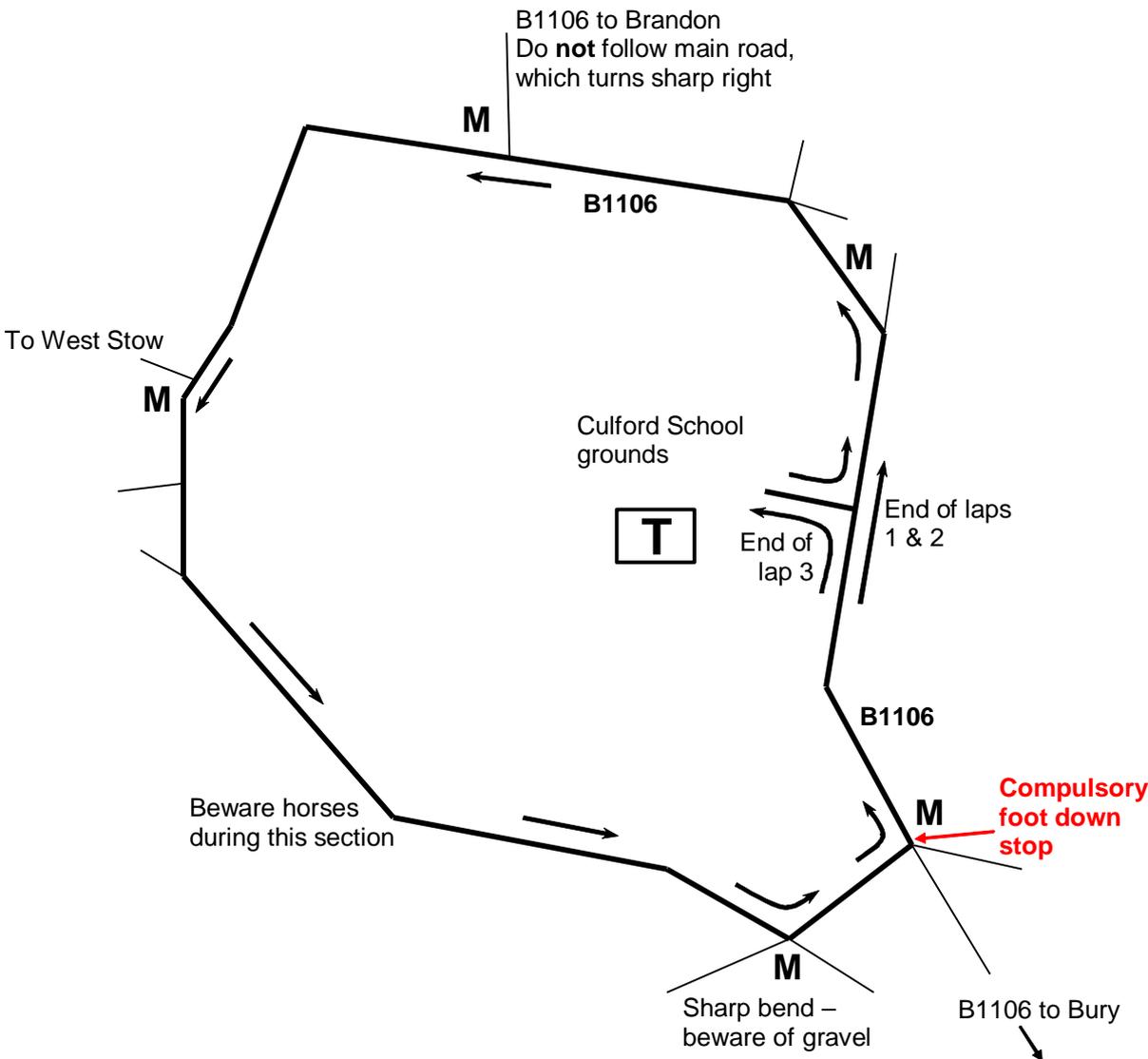
2 laps of approx 2km



T – transition area
 W – Water station

Cycle route

3 laps of approx 7km



T - transition area
M - marshal point