



**Peninsula Coop Volunteer Crew
Training Package 2023**

Sunday, October 8, 2023



Thank you for volunteering!

FREQUENTLY ASKED QUESTIONS ON RACE DAY

START TIMES AND LOCATIONS

Sunday, October 8, 2023

- 7:15 a.m. – 8K – Starts on Belleville between Menzies and Oswego (in front of Days Inn)
- 8:00 a.m. – Half Marathon & Marathon – Starts on Menzies at Kingston

Note: If there are Visually Impaired and Wheelchair athletes competing, they will start 5 minutes before the main start of each race.

There is no Early Start for the Marathon this year!

BIB COLOURS

- 8K Road Race - Green
- Half Marathon - Red
- Marathon - Blue

FINISH LINE

Marathon, Half Marathon and 8K Road Race all finish on Belleville in front of the Hotel Grand Pacific, before Menzies.

GEAR CHECK

Tents are on the driveway in front of the BC Legislative Buildings You must have the tear-off tag from your race bib number stapled to the bag for identification. Staplers will be at Gear Check. Note: Bags are subject to search as random security checks will be done. The tent closes at 2:00 p.m. Participants are encouraged to collect their bags as soon as possible after they finish their race. After Gear Check closes, contact info@runvictoriamarathon.com for lost and found.

PACKAGE PICK UP – DAY OF RACE (Pre-registered Participants ONLY)

6:00 am – 7:30 am – Race Package Pick-up – At the Crystal Gardens Conference Centre – 2 blocks from the start line at Government / Douglas. Address: 713 Douglas Street

PORTABLE TOILETS

They are located on:

- Kingston, Quebec Streets and in Confederation Park beside the Hotel Grand Pacific
- At all 8 aid stations along the route.

PARKING

Metre parking is in effect on Sundays (there is a four-hour time limit). No parking on the race route or on streets with tow-away signs. Event Parking is available in designated spots in Q Lot which is at Superior and Menzies. You must have a parking pass on your dash if you are parking in Q Lot or you will be ticketed. There are a number of parkades in the area, including the Library parkade.

CHARITY CLOTHING BINS/DISCARDED CLOTHING

Charity Clothing Bins will be positioned in the start corrals. Clothing discarded by runners before the race and on the course will be donated to charity. Our recommendation is not to discard anything that you want back.

RECOVERY ZONE (POST RACE FOOD) – For Participants ONLY

On Belleville Street, in front of the Legislative Buildings between Government and Menzies. This area is for participants only and is sponsored by Saputo and Milk2Go. Level Ground Coffee will be onsite selling coffee for \$2 a cup to participants and spectators with proceeds going to Victoria Hospice.

MEDICAL for more detail, see in-depth medical information at the end of this document

Medical crews/teams will be on the course and in the finish line compound. Medical personnel (on bikes) and ambulances will be on the course during the event. Competitors unable to finish should walk to the next aid station and seek help.

PENINSULA CO-OP VOLUNTEER TENT

Positioned in the Recovery Zone on Belleville Street. There will be refreshments for all volunteers. Volunteers will be wearing their souvenir logo'd vests or volunteer shirts and accreditation to identify themselves as volunteers. Please be sure to wear your reflective vest and/or shirt as a volunteer to gain access to the Finish Line area and the Volunteer Tent.

SECURITY – FINISH LINE

No one will be allowed in the finish line unless they have accreditation, vest or shirts as a volunteer, sponsor or member of the organizing committee.

TIMING DEVICES

- The timing tag will be affixed to the back of the race number.
- Wear the number on the front and keep visible, do not crumple the number.
- Lose or Forget Your Race Number Before the Race - There will be a limited number of replacement numbers available at Package Pick Up on race morning at the Crystal Gardens Conference Centre at Douglas / Belleville.

DISTANCE MARKERS

8K & Half Marathon: Every kilometre, every 5 miles, Half Way, 1 Mile, 1 km To Go, 1 Mile To Go and 100 m countdown.

Marathon: Includes the above markers + 1 Mile, 5 Mile, 10 Mile, 15 Mile, 20 Mile, 25 Miles plus every 100m to go after the 1km to go marker (900m, 800m, 700m, 600m, 500m, 400m, 300m, 200m, 100m)

AID STATIONS

Water cups and Xact Electrolyte will be handed out by volunteers at the 8 aid stations along the route. Xact Fruit Nutrition Bars will be at Richardson / Armine Aid Station (Half / Full marathon) and at the turnaround for the marathon (Beach and San Carlos).

AID STATION LOCATIONS

1. May @ Cambridge

2. Dallas @ Memorial
3. Richardson @ Armine
4. Currie @ Windsor Park
5. Beach @ St Patrick
6. Beach @ San Carlos
7. Beach @ Humber
8. Dallas @ Oswego

DON'T KNOW THE ANSWER TO A QUESTION? ASK ME volunteers are available prior to the start of the races. They will be carrying red ASK ME signs.

FINISH CHUTE

On Belleville Street in front of the Hotel Grand Pacific.

Race	Start Time	Predicted Finisher Times				
		First	5%	50%	95%	Last
8K Road Race	7:15 a.m.	7:38 a.m.	7:50 a.m.	8:07 a.m.	8:43 a.m.	9:15 a.m.
Half Marathon	8:00 a.m.	9:06 a.m.	9:28 a.m.	10:02 p.m.	11:08 a.m.	12:30 p.m.
Marathon	8:00 a.m.	10:13 a.m.	11:04 a.m.	12:08 p.m.	1:20 p.m.	2:15 p.m.

RACE RESULTS / AWARDS

At Crystal Gardens Conference Centre - Douglas / Belleville

8K - 11 a.m.

Half Marathon - 12:00 p.m.

Marathon - 1:00 pm

Results will be available on our website, www.runvictoriamarathon.com, in the afternoon of the race.

Additionally, live results tracking will be provided by StartLine Timing. The link will be live on the RVM website.

RACE PHOTOGRAPHS

MarathonPhoto is the official participant photographer. Photography teams will be stationed along the course and at the finish line to capture your accomplishment. Post-race photo opportunity is available at the end of the Finish Chute. Be sure to wear your race number on the front where it is visible, which will allow MarathonPhoto to deliver your race pictures directly to you immediately after the event.

WHAT ABOUT BABY JOGGERS AND NORDIC POLES? CAN I BRING MY DOG? CAN I CYCLE ON THE ROUTE?

Our liability insurance does not cover baby joggers or Nordic poles. However, this year Nordic Poles will be permitted for use by 'mobility impaired' participants, who will wear a bib saying 'mobility impaired.' They will start at the back of the runners. Poles used for speed fitness and endurance are not permitted. Only runners, walkers and racing wheelchairs are permitted (and 'mobility impaired' Nordic walkers). Racing wheelchairs in the wheelchair starts only. Dogs, baby joggers, skateboards, wagons, in-line

skates, scooters, roller skis, bicycles, and vehicles are strictly prohibited. Official Bike Squads will be on the course to help ensure compliance with regulations.

ROUTE ENFORCEMENT

Each distance will have a cyclist that will accompany the lead male and lead female runner from start to finish. In addition to these four cyclists, four to six other Race Officials will patrol the course on bicycles to enforce the rules and assure that all safety aspects are adhered to in order for our liability insurance to provide coverage. Once their assignment is completed, the lead cyclists in the 8K Road Race will be redeployed to join as Race Officials and be on the alert for unauthorized bicycles on the race course. They will also observe that competitive runners do not receive aid or illegal pacing between the designated aid stations. The RVM team of Cyclist Race Officials will all have a distinctive uniform and will report any infractions to the Race Director, General Manager at the conclusion of each race. They are the “eyes” of our Race Committee on the course. They may also be video-taping portions of the race for future RVM promotion or to be used as evidence of rule violations. Their prime responsibility is to remove unauthorized cyclists by escorting them to a nearby street that is not part of the race course.

ROAD CLOSURES

Special event no parking signs have been put up along the routes. Cars will be ticketed and towed from the course on Sunday morning. Equipment setup along the routes of cones, signs, aid stations, barricades, etc starts at 1 a.m. Courteous cautious access across the routes may be permitted until the full rolling road closures begin generally about 15 minutes before main start athletes are predicted to arrive. Be alert. Roads will re-open on a rolling basis after the last participant and the equipment vans pass. Vehicles will not be allowed on the course during the race but marshals and police may allow some traffic to cross the roads throughout the event when conditions safely permit.

MEDICAL PRESENTATION

You can watch our recorded medical presentation, Dr. Paddy McCluskey [HERE](#)

Medical Dispatch Centre	778-817-1006	Call if any kind of assistance is needed
Dr. Paddy McCluskey	250-588-6076	Call for medical advice or consultation
Dr. Vanessa Young	250-216-5470	Call for medical advice or consultation

In an emergency, stay with the patient and call 9-1-1. If able, another person should radio or call Medical Dispatch. Making both calls at the same time allows for the quickest possible response.

Always obtain the bib number of any runner in distress and provide it to 9-1-1 and Medical Dispatch.

Non-emergency medical advice is available any time during the race from either of the Race Medical Directors, Dr. Paddy McCluskey and Dr. Vanessa Young by phone at the numbers above.

If a non-emergency response is required to assess or transport a runner, call Medical Dispatch or notify the radio operator if one is nearby. The Medical Dispatch Centre operated by Westcoast Amateur Radio

Association coordinates responses between Royal Victoria Marathon’s Bike Doctors, St John’s Ambulance, BC Ambulance Service, and the tired runner pickup vans.

The medical team is organized into four parts:

1. Vehicles: provide aid to athletes, or transport them as required for more advanced care.
2. Cyclists: out on the course there will *be six to eight two-person teams with equipment* and radios to monitor runners looking distressed, provide first aid to runners, or arrange for their transfer to other places for advanced care. These people will be wearing bright red vests and will be easily recognizable on their bikes. There will be BC Ambulance Paramedics, St. John’s Ambulance first aid attendants, Doctors, Nurses and other health care professionals out on their bicycles, ready to help any runner needing assistance.
3. Medical Tent: at the finish line there will be a 10-12 bed medical tent set up to provide first aid to the weary and minor injured athletes and stabilization of more seriously ill runners before transfer to the Hospital.
4. Radio Operators: stationed at aid stations and various points along the course have a direct line of communication with the Medical Dispatch Centre and other services. When you get to your station, try to identify these radio operators as they will be able to quickly summon medical assistance both routine and emergency.

Water Station:

At the water station identify those who may be trained in first aid. *Also identify the radio operator assigned to your station.* Decide in advance who will assist any runner asking for help, until an official race medical volunteer arrives. The radio operator will be able to summon help very quickly but you may also call Medical Dispatch directly at 778-817-1006. Please obtain the bib number of any person in distress and provide it to 9-1-1 and/or Medical Dispatch as necessary.

In an emergency, stay with the patient and call 9-1-1. If able another person should call Medical Dispatch at 778-817-1006. Making both calls at the same time allows for the quickest response. Non-emergency medical advice is available any time during the race from either of the Race Medical Directors, Dr. Paddy McCluskey and Dr. Vanessa Young by phone at the numbers above.

To be careful, (even though we are, of course, dealing with healthy people), wearing gloves when rendering assistance is always recommended.

MEDICAL FAQ’s

Medical Dispatch Centre	778-817-1006	Call if any kind of assistance is needed
Dr. Paddy McCluskey	250-588-6076	Call for medical advice or consultation
Dr. Vanessa Young	250-216-5470	Call for medical advice or consultation

Important – Any time you request assistance for an athlete, make a note of their bib number. Especially in an emergency medical situation bib numbers help us ensure we’ve helped everyone in distress.

Sometimes there are multiple calls within a few blocks of each other and it is difficult to know if there are multiple athletes needing help or all calls are about the same athlete.

"I'm feeling like I can't continue & want to stop running." – Have a radio operator request transportation to the Recovery Zone or call Medical Dispatch.

I have a chafing problem – Offer them some Vaseline, if you have some. You should!

Athlete collapses at your location. – Call 9-1-1. Place them on their side (the recovery position) , keep them warm and await arrival of help. Give fluids if thirsty. Have another person call Medical Dispatch.

Athlete collapsed elsewhere. – Report the situation to Medical Dispatch immediately. If Medical Dispatch puts you on hold without answering, hang up and call 9-1-1 instead.

Athlete has not collapsed, but needs some assistance. – Find a first aid person if one is nearby or radio or call Medical Dispatch. Make sure to provide the bib number and brief description of the problem. Stay with the patient until help arrives.

"Where can I get some Advil, Tylenol or other medicine?" – Keep going as best you can, medicine and first aid are available at the finish line. Talk to a first aid person when you see one. They are wearing red vests and be on a bicycle, with an ambulance.

"I have a sore knee, my heel hurts, and I have a blister on my big toe." – Keep going as best you can and speak to a first aid volunteer in a red vest.

"I feel dehydrated and want to quit." – Here, have some fluids, maybe rest here for a few minutes then try to continue walking for a while. Speak to a first aid person in the red vests when you see one. If prefer to stop now, call Medical Dispatch and ask for a tired runner pickup.

MEDICAL - ADVANCED INFO

Protocol for Runners Needing Assistance on the Course

Four Types of Runners Needing Assistance

1. Transient Assistance
 - Runner asks for help with blister, wardrobe malfunction, fluids
 - They will be coherent, standing (or running)
 - No obvious distress, other than the obvious (i.e., They are running the marathon.)
 - Usually able to continue

ACTION

- Direct them to nearest location of help
 - i. Water station, first aid care, finish line medical tent etc.
2. Non Urgent Assistance

- May not be able to continue, but should still be coherent, standing
- Bad blisters (new shoes?)
- Vomiting (but able to continue)
- Fatigue/unable to continue
 - i. Not properly prepared
 - ii. Poor hydration (early)

ACTION

- Call Medical Dispatch at 250-483-0300 if transportation or medical assessment needed
- Provide comfort care as needed; fluids/shelter/food

3. Urgent Assistance

- Runner in distress
 - i. Weaving, reporting dizziness
 - ii. Lies down voluntarily
 - iii. Vomiting (and unable to continue)
 - iv. Bleeding/deformed limb after a fall

ACTION

- Ask runner to stop, lie them on the ground
 - i. Avoid moving any limb suspected of fracture
- Ensure they are warm, offer fluids if they can swallow
- Ask the radio operator to summon assistance or call Medical Dispatch directly if no radio operator is nearby. Make sure to provide the runner's bib number.
- If the radio operator is unavailable or if Medical Dispatch does not immediately answer the phone, calling 9-1-1 is appropriate for anyone that LOOKS SICK *because they should go to the hospital*

4. Life threatening condition

- Runner who "faints" (collapses) while running
- Any runner who loses consciousness for any reason
- Any runner reporting chest pain or trouble breathing that does not get better after stopping running
- Any runner who looks sick and is not responding appropriately to your questions
 - i. Better safe than sorry

ACTION

- Call 9-1-1 right away
 - i. Have another person radio or call Medical Dispatch at 250-483-0300 if possible
 - ii. These runners need to go immediately to the hospital, nowhere else
- Do not move any runner who collapses and may have hit their head
 - i. May have unstable neck/C-spine fracture
- Protect from elements
- Prepare for Ambulance arrival
 - i. May need to divert runners, alter course (slightly)

Why Do Runners Collapse?

1. Different reasons at different places in the race
2. At the finish line
 - a. Most common is Exercise induced collapse
 - i. Cessation of muscle “pump” of venous blood returning to heart, so transient loss of output to brain (first stop after the heart) and so runner collapses
 - b. Runner’s Swoon
 - i. They ran so hard that only collapse will recognize that effort or must be the only reason they did not achieve their goal
 - c. Dehydration
 - d. Hyponatremia—low blood sodium from too much water
 - e. Cardiac arrhythmia/arrest
 - f. Seizure
 - g. Hypoglycemia—low blood sugar
 - h. Respiratory compromise
3. Out on the course, the a. and b. are *not common*
4. *Out on the course, any collapse is more likely to be c - h*
 - a. These runners need medical attention regardless of what they tell you
 - b. The only question is whether it is truly collapse
 - i. One moment they were running, the next they were on the ground
 - ii. Fatigued runners may trip or decide to stop and lay down and that can be tougher to assess initially

Communicating Any Medical “Event” to the Media

1. Should only done by the Race Medical Directors
 - a. Paddy or Vanessa
2. Patient confidentiality needs to be respected
3. All the details may not be evident right away and an inaccurate portrayal by the press can have a long lasting impact on the event.

PARTICIPANT TIMETABLE

Approximate times of the first, median and last runners at various intersections. Marshals/volunteers out on the course are not permitted to leave until the sweep notifies them that the last runner has passed. **A world class athlete has just signed up for the half marathon so the estimated finish time for Cam Levins is just over 1 hour which will affect the First Runner estimated arrival. The times below are based on 2022 participant flow.**

8K Road Race	Bound	km	First runner	50%	Last runner
Belleville near Day's Inn	Start	0.00	7:15	7:16	7:19
Eire onto Dallas	Out	1.0	7:17	7:22	7:33
Dallas @ Oswego	Out	2.0	7:20	7:28	7:48
Dallas @ Douglas	Out	3.1	7:24	7:36	8:05
Dallas before Cook	Turn	3.95	7:26	7:26	8:18
Dallas @ Douglas	In	4.8	7:28	7:46	8:28
Dallas @ Oswego	In	5.9	7:32	7:54	8:47
Dallas onto Erie	In	6.9	7:35	8:00	9:02
Belleville near Menzies	Finish	8.00	7:38	8:07	9:19
Half Marathon	Bound	km	First runner	50%	Last runner
Menzies @ Kingston	Start	0.00	8:00	8:02	8:09
Wharf onto Yates	Out	1.7	8:05	8:12	8:31
Richardson onto Moss	Out	4.0	8:12	8:23	9:01
Southgate onto Arbutus	Out	6.3	8:19	8:39	9:31
Dallas @ Cook	Out	8.3	8:26	8:50	9:57
Dallas @ St. Charles	Out	10.1	8:31	9:01	10:20
Richardson onto Maddison	Out	11.9	8:37	9:12	10:44
Richardson @ Maddison	In	13.4	8:42	9:21	11:03
Dallas @ St. Charles	In	15.2	8:48	9:32	11:27
Dallas @ Cook	In	17.0	8:53	9:43	11:51
Dallas @ Oswego	In	19.2	9:00	9:55	12:19
Belleville near Menzies	Finish	21.0975	9:18	10:07	12:30
Marathon	Bound	km	First runner	50%	Last runner
Menzies @ Kingston	Start	0.00	8:00	8:01	8:05
Yates onto Cook	Out	2.9	8:09	8:17	8:34
Southgate onto Arbutus	Out	6.3	8:19	8:36	9:31
Dallas @ Memorial	Out	9.4	8:29	8:54	9:39
Richardson onto Maddison	Out	11.9	8:37	9:08	10:04
Windsor onto Newport	Out	14.7	8:46	9:23	10:32
Victoria onto Lafayette	Out	17.0	8:53	9:36	10:53
Beach @ Transit	Out	18.9	8:59	9:47	11:13
Beach @ Windsor	Out	21.4	9:07	10:01	11:38
Beach before Exeter	Turn	24.97	9:18	10:21	12:14

Beach @ Windsor	In	28.5	9:30	10:41	12:50
Beach @ Transit	In	31.0	9:38	10:56	13:15
Lafayette onto Victoria	In	33.0	9:44	11:09	13:34
Richardson @ Maddison	In	34.5	9:48	11:19	13:49
Dallas @ St. Charles	In	36.3	9:54	11:32	14:08
Dallas @ Cook	In	38.2	10:00	11:44	14:26
Dallas @ Oswego	In	40.1	10:06	11:56	14:46
Belleville near Menzies	Finish	42.195	10:13	12:10	15:06



Half Marathon Course Map

October 8, 2023

Main Start: 8:00am

- Washrooms
- Water & Electrolyte Station
- First Aid
- Recovery Zone
- Xact Nutrition Bars



Marathon Course Map

October 8, 2023

Main Start: 8:00am



ROYAL VICTORIA MARATHON LOST CHILD / LOST PERSON POLICY AND PROCEDURES

SCOPE OF DOCUMENT

To provide race volunteers and officials with procedures to ensure the effective and consistent handling of lost children and missing person incidents. The top priority is consideration for the safety of children and reuniting children and family.

ALL MISSING OR FOUND CHILDREN must be reported to the Police by:

1. Direct contact with nearest Police Officer if available
2. Victoria Police (250) 995-7654 or Emergency 9-1-1

Other missing person incidents should be reported to the Information Tent or to the Police if urgent, such as:

1. Individuals (either participants or spectators) where there may be some concern for their health or condition
2. Overdue runners or family members separated in the crowd

PROCEDURES FOR REPORTING AN INCIDENT:

- On the Race Route, make the call yourself, OR if you are near a radio operator or first aid post, have them assist you
- In the Finish Zone, advise the nearest Police Officer, or Race Official
- Provide the following information:
 1. Name of lost or found person, gender, age, description including clothing, height, weight, health issues, location last seen or where found (precise as possible)
 2. Name of the parent or guardian
 3. Call back number if one is available
 4. Runner bib number if available
- STAY WHERE YOU ARE once you have made a report, so we can find you. A missing child will likely be found in the vicinity where the report was made. Keep the reporting person or found person with you. Don't lose them too.
- Do NOT send the found person, especially children, anywhere alone.
- If the individual is distraught or upset, try to calm them and reassure them.
- You may be asked to escort the person to another location such as one of the Meeting Places. Keep your phone (or radio) on so you can be contacted.
- IMPORTANT: To ensure the safety of the children, it is essential the lost children officials are convinced that the right adult is matched with the right child.

THE MEETING PLACE FOR THE MARATHON/HALF MARATHON/8K is the Volunteer Tent beside the Gear Check Tents on the driveway by the stairs in front of the Legislature.

- If you are requested, have a volunteer take the lost/found person to the Belleville Street Race finish zone. You will be taken to the volunteer tent by one of the security volunteers where you or a designated volunteer will wait with the individual.

- If you cannot leave your area or spare a suitable volunteer escort, indicate this to the Communications Command Dispatch when you call in and they will send a helper.

INSTRUCTIONS FOR PARTICIPANTS

- If you or your child get separated or have any difficulties during the run, PLEASE STAY ON THE RACE ROUTE. Most often, the separated person is nearby. Also, if there is a follow-up by Police or Race Officials, they need to be able to find you.
- Volunteers and Police will be on the route, at the finish line and on the grounds of the Legislative Buildings. They can help you get the assistance you need.
- The finish area can be very congested - if you become separated from your parent, guardian, family or child, you can make a report to any Race Official, the Communications Dispatch, or nearby Police Officers.