



**Trent Valley Kart Club**  
**03-04 June 2023**

**FINAL INSTRUCTIONS:**

This Meeting is organized by the Trent Valley Kart Club Governed by the General Regulations of Motorsport UK incorporating the provisions of the FIA International Sporting Code, the Supplementary Regulations of the event and any written instructions that the organizer's issue for the meeting. These Final Instructions must be read in conjunction with the Supplementary Regulations of the event, the Published Championship Regulations and any event bulletins issued at or before the event.  
Event Permit Number 130521/131263  
Track License Number K/2023\_049\_01

**TIMETABLE**

Please refer to the official timetable emailed to you prior to the event.

**OFFICIALS OF THE MEETING**

|   |  |
|---|--|
| Motorsport UK Steward                     | Ian Moore                                      |
| Event Stewards                            | Joel Taylor & Adrian Bibby                     |
| Clerk of the Course                       | Nigel Edwards                                  |
| Deputy Clerk of the Course                | Lee Manchester [CCTV]                          |
| Deputy Clerk of the Course                | Dan Ashton                                     |
| Deputy Clerk of the Course                | David Manchester                               |
| Event Secretary                           | Danielle Short                                 |
| Race Control Assistant/Stewards Secretary | Clare Mills                                    |
| Race Control Assistant                    | Shelly Barrett                                 |
| Race Control Assistant                    | Louise Brown                                   |
| Race Control Assistant                    | Claudia Short                                  |
| Chief Scrutineer                          | Ernie Salmon                                   |
| Eligibility Scrutineer                    | Ben Moore                                      |
| Scrutineer                                | Peter Griffin                                  |
| Scrutineer                                | Gaynor Griffin                                 |
| Scrutineer                                | Gary Meachin                                   |
| Scrutineer                                | Callum Moore                                   |
| Scrutineer                                | Mick Streek                                    |
| Scrutineer                                | Sue Potter                                     |
| Environmental Scrutineer                  | Lee Manchester                                 |
| Chief Timekeeper & Judge of Fact          | Desmond Woodcock                               |
| Assistant Timekeeper                      | Yasmin Manchester                              |
| Starter                                   | Jacob Page                                     |
| Camera Technician                         | Kyle Manchester                                |
| Chief Marshal                             | Glyn Griffiths                                 |
| Grid Marshals                             | Tyler Sweetman, Clive Charlesworth & Ryan Dyer |
| Ambulance & Crew                          | Meditech Global                                |
| Chief Medical Officer (Paramedic)         | Tim Matthews                                   |

**Additional F100 Officials.**

|                                |                          |
|--------------------------------|--------------------------|
| Chief Timekeeper               | Lauryn Harrington-Carter |
| Chief Scrutineer               | Chris Derrick            |
| Championship/Event Coordinator | Jay Fairbrass            |

Any changes to the Officials will be communicated by bulletin.

### **DOCUMENTATION – Drivers, PG's & Teams**

Prior to the commencement of the meeting, drivers will be sent an email to electronically sign on for the event and view/accept the drivers briefing. Please ensure you do this in the allocated time notified in the Official timetable. Drivers under 18 will also need their PG to electronically sign on.

Team Mangers – you will receive an email to register all your team personnel, please ensure all your attendees are registered, as any unregistered person may be refused entry to the venue.

### **ONLINE SIGNING ON & DRIVERS BRIEFING**

The online signing on process will be available from the times specified in the Official timetable. Anyone unable to sign in within the allocated time must notify the Event Secretary as soon as possible.

Mechanics will need to collect their Mechanic's band from Race Control before 1<sup>st</sup> practice, the Mechanic wristband allows access to the Dummy Grid/Parc Ferme areas. Strictly one mechanic per driver will be allowed access to these areas. Anyone losing their wristband will be charged £10 for a replacement without exception.

Transponder collection from Race Control will be available from 7.30am on Saturday 3<sup>rd</sup> June. Transponders must be fitted for **ALL** practice sessions on Saturday.

Drivers Briefing will be available to read via the link on the signing on email. All drivers, PG's and Team Managers are required to read and familiarize themselves with the content of the Briefing.

**As well as the electronic Drivers Briefing, there will be a face-to-face briefing at the TVKC Podium on Saturday 3<sup>rd</sup> June, please check the official timetable for your briefing time. (You should still read the written briefing notes)**

**The face-to-face briefings are mandatory - a random name check will be carried out so please ensure you are present. The Stewards can impose penalties for non-attendance.**

### **ELECTRONIC SCRUTINEERING CARDS & TYRE BARCODES**

The Electronic Scrutineering card will be available to complete from Wednesday 31<sup>st</sup> May up to 15.00hrs on Saturday 3<sup>rd</sup> June.

Anyone not completing the card in this time will be reported to the Stewards.

The Scrutineering card (when available between the times stated above) will be accessed on the same link as the signing on and drivers briefing link that will be emailed to competitors prior to the event. Once you have submitted your scrutineering card no changes can be made without approval from the chief scrutineer and the Stewards of the event.

**PLEASE NOTE TYRE BARCODES MUST BE SUBMITTED ON YOUR ELECTRONIC SCRUTINEERING CARD.**

**Safety Scrutineering and Chassis marking will take place for all drivers during your morning practice sessions as directed by the scrutineers.**

### **TVKC APP**

Please check with Danielle Short/Clare Mills regarding access to the TVKC 'app' – it will have access to live timing and various other bits of useful meeting information. PLEASE NOTE – **The APP will be the main source of communication for the duration of the event, and it is mandatory for all competitors who are entered at this meeting.**

### **MEETING STATUS**

There are 2 'meeting status boards' available for your convenience, they are located at Parc Ferme 'in gate' located on the adjacent lamp post & above 'grid gate' entry to the back of the grid. Please refer to these boards regularly throughout the event particularly in changeable conditions.

If the Meeting Status is 'DRY' only slick tyres can be used.

If the Meeting Status is 'WET' only wet tyres can be used

If the meeting Status is 'OPEN' slick or wet tyres can be used

### **PRACTICE**

Transponders must be fitted from practice session one and at all times throughout the event.

Your allocated Race numbers must be displayed on all 4 sides of the kart from session 1

## GRID ASSEMBLY

- For Timed Qualification each driver will be allocated a starting grid slot on the Dummy Grid. For round 1 this will be a random grid slot, from Round 2 onwards it will be in Championship points order with 1<sup>st</sup> place in the Championship Standings taking the Pole position, 2<sup>nd</sup> in the standings taking 2<sup>nd</sup> place grid slot and so on, any new driver to the event/championship will be placed at the back of the grid in random order for their first round and then Championship order for their next round.
- For Race the Grid Gate closes 2 minutes prior to the end of the previous track action. Not on the grid on time = no Race.

## DUMMY GRID

Please ensure you follow the instructions from the officials – also note:

If a driver is unable to start from the 'Dummy Grid' after the display of the green light/flag and he receives intervention from a mechanic, he will be authorized to leave the 'pre grid' only on the orders of the grid marshal or official and he/she must take the start from the back of the formation - irrespective of the number of rolling laps.

No working on the grid with tools (Tyre pressure checks only)

## ROLLING LAP

In order to regain one's position, it is forbidden to use any course other than the track used during the race.

In the case of rolling starts, a Driver who is delayed will have the possibility of regaining his grid position only if this maneuver does not impede other Drivers and in all cases before having reached the yellow flag(s)

There will be yellow flags & lights at posts 8 & 9; no overtaking is permitted after post 8. Please keep a slow, steady, and constant speed and keep within the tram lines as you approach the start. Wait for the lights to go out then race on.

**Please note overtaking at any time on a rolling lap after Post 8 will result in a report being sent to the Stewards regarding 'overtaking under the yellow flag'**

## IN RACE PENALTIES

A 5 second penalty (drive through) may be imposed after the race subject to the following:

C.2.3.2.1. Where the Clerk of the Course has the ability to validate incidents during the race, via circuit cameras with a nominated Judge of Fact, an in race 5 second time penalty may be applied. This should usually follow the display of a warning flag and will not be subject to protest or appeal.

## JUDICIAL HEARINGS

Trent Valley Kart Club will be video & audio recording all Judicial Hearings with the Stewards of the meeting.

**In the case of a driver who is run by a Team the PG license must be assigned to the Team Principal. By registering for the Championship automatic parental/guardian consent is passed over to the Team Manager/Principal that the competitor is competing/entered under at that Event. The physical PG license must be in the possession of the nominated Team Principal at signing-on**

Teams must nominate one member of their Team as the Team Representative at each meeting including but not exclusively for the purpose of all judicial proceedings at Events and who shall be present at all judicial proceedings concerning drivers entered under that Team license in substitution for the driver Parent/Legal Guardian.

## PARC FERME

We remind all competitors that TVKC reserve the right to organize and administer a Parc Ferme for tyre's, engines, or other Kart components at any time during the event for individual drivers or by class.

All cadet tyres must be in the tyre bay by the last Saturday practice.

**Parc Ferme is not a PUBLIC AREA** - only correctly identified persons allowed in this area

## STARTING OF ENGINES

There is an area in the paddock specifically for the starting of engines. Pit Bays A11 & B11. This area will be monitored by an Official of the meeting. – Please obey the signs within the area.

### **CAMERAS & GO PROS**

Cameras & Go Pros are permitted for use during practice. From Timed Qualifying onwards no cameras on karts are permitted.

### **SOCIAL MEDIA, RACE with RESPECT & SAFEGUARDING**

Motorsport UK & Trent Valley Kart Club request that all participants including Officials, Teams & mechanics familiarize themselves with the Motorsport UK Race with Respect code and the Trent Valley Kart Club social media Policy.

TVKC will not tolerate any negative or detrimental posting on social media.

The Club safeguarding officer can be contacted by calling 07545131099 at this event or in Race Control.

The consumption of alcohol within Team awnings/pit bays for Teams/Drivers/Mechanics is prohibited during the track action timetable.

### **TEAM MANAGER RESPONSIBILITIES**

Team Managers are reminded that when you or your team attend Trent Valley Kart Club events, the behavior and conduct of all your team members, staff, volunteer's and all associates of your team are your responsibility.

### **REAR PADDOCK PARKING**

Please note that we have extended the working vehicle area in the rear paddock, ALL cars must be in the Main Car Park which is the hard-standing area at the far end of the rear paddock – see yellow arrow. (NO CARS in the tarmac area in the picture) – Thank You. New barriers and signs will make the areas easily identifiable so please ensure any cars are parked in the correct location otherwise they will be asked to move.

Please Note – Dogs are permitted within the venue but must be always kept on a lead.

Please see the photo below.



**THERE WILL BE NO ACCESS TO THE MAIN PADDOCK UNLESS YOUR VEHICLE PASS IS DISPLAYED WHEN ARRIVING TO THE VENUE.**

### **PADDOCK REGULATIONS**

**Bikes, scooters, ball games etc are banned from the paddock throughout the meeting.**

We hope we don't have to but any Bikes/Scooters/Balls being used will be taken away until the end of the meeting when a £100 release fee will be required.

The access roads must always remain clear.

Cables passing over road/walkways must be covered/protected. **Our paddock officer will be monitoring unsafe cabling - if not covered he will disconnect the electricity and you will not have access for the remainder of the event!**

There may be spot checks made on fire extinguishers within your awnings/pit bays.

No starting of engines is permitted in the paddock unless in the designated area of Bays A11 & B11.

**Access to the Paddock will be available from 7am – 9pm on Friday, Saturday & Sunday.**

**Event Information/Official Notice Board**

All Event Bulletins and competitor information will be published on the Trent Valley Kart Club website on the Official Notice Board. <https://tvkc.co.uk/>

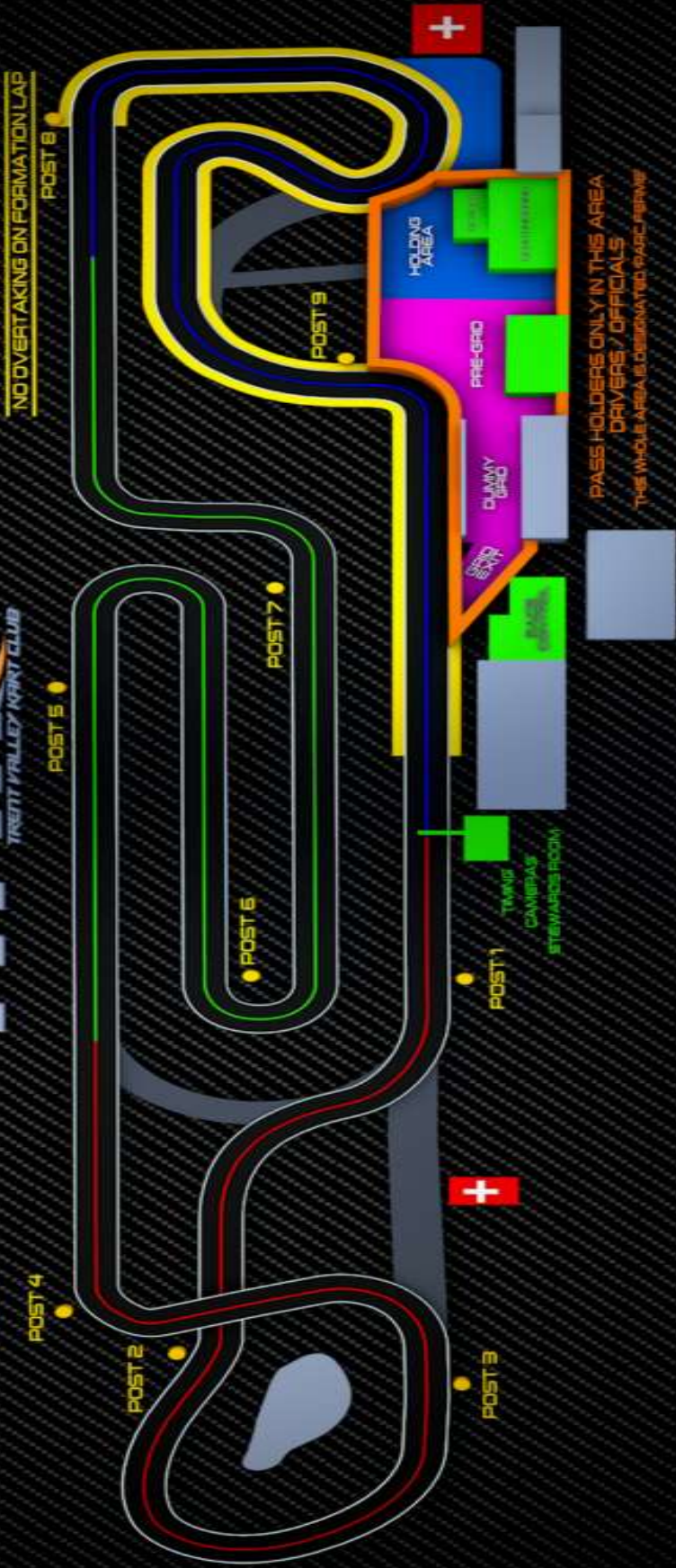
**VENUE MAP**

Appended to the end of these Final Instructions



# PFI TMC

TRENT VALLEY KART CLUB



Posting Time : **04:23**