



## Final Instructions

This meeting is organised by West of Scotland Kart Club, governed by the General Regulations of Motorsport UK incorporating the provisions of the FIA International Sporting Code, additional Supplementary Regulations, and any written instructions that the organisers issue for the meeting.

These Final instructions must be read in conjunction with the Supplementary Regulations available on the British Kart Championship website.

### 1. Permit

Motorsport UK Permit Numbers: 136450 National & 136466 Interclub

Track Licence Number: K/2024\_136\_01

### 2. Officials

Motorsport UK Steward & Chairman of the panel

Event Stewards

Race Director

Clerk of the Course

Championship [CCTV]

Event Secretary

Secretarial Assistant

Technical Commissioner

Eligibility Scrutineer

Chief Scrutineer

Chief Medical Officer

Chief Marshall

Chief Timekeeper

Ken Potter

Rod Taylor &

Nigel Edwards

Jacob Page & Dan Ashton

Joel Taylor

Danielle Short

Claudia Short & Daniel Stirling

Paul Klaassen

Paul Klaassen

Garry Meachin

TBC

Chris Smith

Ian Rogers

A full list of Officials including Judge of Fact Officials will be posted on the Event online Notice Board.

### 3. Venue access & Parking Instructions

Access to the venue for competitors and teams will be as follows:

- For this Event, Access to the venue is available from the Thursday immediately prior to the meeting from 9am
- Any teams leaving equipment will be done so at their own risk. It is important that you park within your allocated area within the paddock. – any charges for electricity & paddock space will be deemed as a contract between the team/competitor and the venue.





- It is prohibited to drill or stake the tarmac or hardstanding surface unless agreed by the venue. Water Weights are acceptable.
- Cars are not permitted within the Paddock area.
- All cars and vehicles for overnight accommodation may be parked in a separate area. If you are staying at the venue overnight, you will need to advise the venue upon your arrival

#### 4. Team Managers & Engine Builders responsibilities

It is the responsibility of all registered Teams and Engine Builders to adhere to the following:

- Ensure that the area you are parked in during the Event is left tidy and free of any rubbish - when leaving the venue including but not limited to the following.
  - Used tyres
  - Fuel cans
  - Cable ties
- In order to achieve the above, all registered teams and Engine Builders competitors will be required to leave their Entrant Licences with a club official upon arrival to the venue and will be able to collect their licence at the end of the event once the organisers are satisfied the working area is clear of rubbish. This will be at the Club's discretion.
- Any Registered Teams or Engine Builders attending the event will be required to hold a Motorsport UK Entrant Licence & have Public Liability of no less than £5million in place. Proof of this may be requested by the event organisers.
- Any viewing Areas on team vehicles must have suitable handrails Any vehicle that doesn't have a fitted handrail must not be used for viewing. More information regarding working at height can be found here: <https://www.hse.gov.uk/work-at-height/the-law.htm> for the avoidance of doubt tail lifts must not be used for viewing at any time.

#### 5. Health & Safety

At all times whilst in the confines of the of the venue, competitors should comply with the circuit Health & Safety guidance notes available on the clubs notice board.

#### 6. Paddock Areas

- **Parents are responsible for the behaviour of their children.**
- Smoking & Vaping is prohibited within the Parc Ferme, Pre-Grid, Tyre Bay and Engine start areas and only permitted in the designated areas.
- Engines must not be started/run in the Paddock
- **Competitors and teams are responsible for removal of all waste from their paddock area, including but not limited to tyres & fuel cans. Domestic rubbish must be placed in the bins provided.**
- Competitors and teams must ensure all trailing cables are suitably covered with cable protection mats or other suitable means ensuring there is no tripping hazard
- The Maximum speed in the paddock is 5mph.
- Karts must not be driven in the paddock
- All lanes in the paddock must be ALWAYS kept clear in case of the need for emergency vehicle access.



- Pit bikes, push bikes, skates or skateboards, mopeds, hoverboards, space hoppers, ball games, Pogo Sticks & remote controlled cars/trucks are not permitted within the confines of the track and surrounding enclosures nor on the approach road to the circuit. **Anyone breaching the above may be reported to the Stewards of the meeting (with the exception of official vehicles) and may be fined a minimum of £100 for each offence.**
- Scooters are not permitted within the confines of the paddock unless prior permission has been granted from Motorsport UK with supported medical documentation.
- Vehicles may only be driven in the paddock by a person who holds an appropriate RTA licence.
- Any person found to be bringing the club into disrepute or damaging any area of the paddock or track will be subject to the disciplinary procedures of the organising club.
- All generators in the paddock must be turned off by 11pm each evening.
- **Competitors must have present A fire extinguisher complying with 2024 Karting Yearbook B.12 at all times whilst in the paddock. – Please see further details below.**
- Dogs & Cats are permitted into the venue but must be kept on a lead at all times.
- To protect the integrity & image of the sport, Please ensure all kart equipment remains inside the awning.

### Fire Extinguishers.

At all events all drivers, teams or commercial enterprises must have present a serviced fire extinguisher to BSEN3 or EN3 standard with a minimum 55B rating. **Environmental scrutineers will carry out spot checks in the paddock** (Note: Type B means for use with flammable liquids, and the 55 refers to the capacity. The actual extinguishant is not specified, but Halon is no longer legal in the UK). Fire extinguishers must be kept at the entrance to the competitors pit space or awning at all times. It is recommended that competitors with enclosed awnings have a minimum of a 2kg foam or powder extinguisher, and if more than one competitor is sharing the awning then a minimum of two 2kg extinguishers be available. Any commercial enterprises should be aware of Health and Safety at Work legislation and provide a minimum one or two suitably sized foam or powder extinguishers as per the enterprises risk assessment.

### Vaping

Vaping is not for children. Anyone found to be vaping that is under 18 or supplying vapes to anyone under 18 will be reported to the Police, the Stewards of the meeting and also Motorsport UK.

## 7. Timetable of events

Signing On, Scrutineering, Tyre Collection/Barcode Recording, Drivers Briefing and all other official duties to be carried out by the competitor are detailed in the Official Timetable emailed to competitors with their signing on link. Please ensure you regularly check the official notice board for any Event documentation <https://www.motorsport-timing.co.uk>

Signing On & Event Documentation – from Wednesday 15<sup>th</sup> May until 9am on Saturday 18<sup>th</sup> May. **You must be signed on before you go on track – you will not be permitted to take part in your practice session until you are signed on and have uploaded a photo of your competition licence (& PG Licence if applicable) on the signing on link.**

- Signing on Marshalls & Officials – Club officials please sign on with the club. Motorsport UK officials please sign on with the link you will receive via email.





- **Drivers Briefing - in the Race Centre Friday 17<sup>th</sup> May**
  - Senior Rotax 8.15am
  - Junior Rotax 8.35am
  - Mini Max 950 8.55am
  - Micro Max & Honda Cadet 9.15am
- **Entrant Briefing - in the Race Centre Friday 17<sup>th</sup> May**
  - All Team Managers/Entrants 9.35am

There will be an additional Drivers Briefing on Saturday 18<sup>th</sup> May at 8.30am in the Race Centre – **only for drivers not attending Friday Practice.**

- **Scrutineering**
  - For all Classes Scrutineering is via the online link and must be **completed by 11.10am on Saturday 18<sup>th</sup> May**
- **Physical Scrutineering for the Junior Rotax & Micro Max classes will take place in the Scrutineering Bay on Friday 17<sup>th</sup> May from 4.30pm – 5.30pm with an additional hour on Saturday 8am – 9am only for drivers not attending Friday practice.**
- **Tyre collection & scanning**
  - Thursday 16<sup>th</sup> May 3pm – 5pm (Practice Slick & Wet Tyres Only)
  - Friday 17<sup>th</sup> May 8am – 10am (Practice Slick & Wet Tyres Only)
  - Friday 17<sup>th</sup> May (Race tyre fitment)
    - Senior Rotax 10.20am – 11.20am
    - Junior Rotax 12pm – 1pm
    - Micro Max 2.30pm – 3.20pm
    - Honda Cadet 3.45pm – 4.30pm
    - Mini Max 950 4.40pm – 5.30pm
  - Saturday 18<sup>th</sup> May 8am – 6pm Tyre Parc Ferme Open
  - Sunday 19<sup>th</sup> May 8am – 3pm Tyre Parc Ferme Open

#### Tyre Distribution Centre (Shop)

The Tyre Distribution Centre (Shop) will be open at the following times throughout the duration of the Event.

- Friday 19<sup>th</sup> April 10am – 1.50pm & 2.30pm – 5pm
- Saturday 20<sup>th</sup> April 8am – 1.05pm & 1.30pm – 5.35pm
- Sunday 21<sup>st</sup> April 8am – 12.55pm & 1pm – 3pm

Please remember to collect All tyres after you have finished racing.

**Honda Cadet Pooled Engine draw** The current top 3 Honda Cadet driver is the Championship Standings will use pooled engines. The engine draw will take place in the Race Centre on Friday 17<sup>th</sup> May at 11.15am.

#### **Micro Max & Mini Max 950**

Exhaust Wadding fitment & sealing and Exhaust Restrictor collection Saturday 18<sup>th</sup> May in the Scrutineering Bay. **Please ensure Exhausts are fully stripped and ready for inspection.**

- **Mini Max 950 7.45am – 8.30am**
- **Micro Max 8.30am – 9.15am**



**Please Note**

It is the responsibility of the competitor to ensure they always adhere to the timetable. Any changes to the timetable will be posted on the Digital Official Notice Board and announced over the tannoy or via text message directly to the Competitor. It is the Competitor's responsibility to ensure they are aware of any changes.

**8. Technical****FUEL**

Fuel for this event must be purchased through Vital Equipment

- Fuel Collection
  - Thursday 16<sup>th</sup> May 4pm – 6pm
  - Friday 17<sup>th</sup> May 8am – 12.30pm/1.30pm – 5pm
  - Saturday 18<sup>th</sup> May 8.30am–12.30pm/1.30pm - 3pm **This is the last chance to collect fuel for the event.**
- Petrol is to be used as fuel and not for any other purpose.
- Competitors remain responsible for the removal of their Fuel drums/cans at the end of the meeting.

PLEASE NOTE: If you have previously used fuel from another source and not suitably cleaned through the fuel system and/or container your fuel could be contaminated and therefore you may fail a fuel test. – Please be satisfied your fuel cannot be contaminated.

**CLASS TECHNICAL Advisor**

The following are nominated as the Class Technical Advisors

Rotax – J.A.G

Honda – Technical Commissioner

**PARC FERME**

Any drivers that are selected to go through the scales/weighbridge, must ensure they have permission to leave Parc Ferme by the Technical Commissioner or the Person(s) the Technical Commissioner designates.

**Tyres**

All Slick & Wet Race tyres will be held in the Parc Ferme for all classes for the Duration of the event.

Only NEW registered/scanned practice tyres are permitted for use from practice session number 3 up until Timed Qualifying with the exception of Honda Cadet.

## 9. Driving Standards/Utilisation of a Drive through Penalty (after the race)

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/under investigation notification and will not be subject to protest or appeal.

## 10. Start Line Infringements – In Race Penalties

**False/Jump Start, Standing Start.** A false start occurs when a Driver under Starter's orders gains an unfair advantage by either:

- (a) being in an incorrect position on the grid, or
- (b) moving forward from their prescribed position

Any movement prior to the red lights being extinguished will be judged as a false start and will be penalised with a minimum of 5 second penalty

**Breaking formation.** In the case of a rolling start a Driver under Starter's orders, who fails to maintain their corridor or accelerates early or unevenly will be penalised in accordance with Art 7.8.2.1.

7.8.2.1. The penalty added to the time taken by the Competitor to complete the course for the driver concerned shall be the addition of 3 seconds for partly crossing the lanes and of 5 seconds for completely getting out of the corridor to the time taken by them to complete the course. This will not incur penalty points. The penalty for accelerating early or unevenly will be 5 seconds.

## 11. Unfair Practice - Gaining an Unfair Advantage/Driving Standards

Competitors are reminded of GR U.12.5.8 – GR Q.12.21 applies to driving standards. Therefore, any driver considered to be baulking or blocking another driver may be penalised including by the display of the black flag. A driver who consistently places their kart on a line that is not that recognised as the racing line in an effort to prevent being overtaken may be given a penalty or subject to black flag. Only ONE defensive move is permitted before any corner and having made that move the driver is then committed to that line on the track (Q.12.21.1). Lap times/data may be taken into consideration as well as any moving images and or reports.

## 12. Starting of Engines

If permitted by the Chief Scrutineer to start an engine in the designated area which is the Service park Area, Please note that this is restricted to **5 seconds maximum**, and this will be monitored. – Engines are not permitted to be started anywhere else in the paddock. Penalties may be applied if this is not adhered to.

### 13. Race Procedures

Front fairings must be detached on the entry to Parc Ferme/Pre-Grid Grid/Holding Areas from Timed Qualifying onwards.

#### Count Down to access the Pre-Grid

- 5 minutes prior to session start;
- 3 minutes prior to session start; and
- 2 minutes prior to session access to the pre grid area will be prohibited.

Any Competitor remaining in the service park once the pre grid access has been closed will not be permitted to participate in the session and will be asked to leave the grid and will be reported to the Race Director and the Stewards.

- Countdown to race start Mechanics must clear the Pre-Grid 1 min before the start of the Race ("1 minute" board).
- 30-seconds after the "30 seconds" board is displayed the green light will be shown at the front of the grid to indicate that the karts must proceed onto the circuit to either commence Practice/Qualifying or to begin a Formation Lap.
- Should a driver require assistance after the green light is shown one mechanic may only work on the kart once the other karts have left the Pre-Grid.
- If a driver is unable to start from the Pre-Grid at the time of the green light, he/she will only be authorized to join the circuit on the orders of the Clerk of the Course.

If a Driver starts from the "Pre Grid" after the intervention of a Mechanic, and If the Race Director believes no sufficient time to join the formation is available prior to the start being given, he/she will be authorised to do so only on the orders of the Race Director or Marshal, and he/she will take the start from the back of the formation, following the start being given, irrespective of the number of Formation Laps. Any driver starting from the "Pre Grid" will be considered to be on the lead lap, assuming he/she is able to leave the "Pre Grid" before the leader crosses the Start/Finish line for the completion of the first racing lap. Should the driver fail to leave the "Pre Grid" to join the track within this time frame, he/she will only be allowed to attempt a restart within the completion of the second racing lap by the last – positioned Driver, after which no restart attempt will be allowed. Should the driver be able to join the track, he/she will be scored as being a lap down on the leader.

#### Timed Qualifying

For Timed Qualifying, each driver will be allocated a starting grid on the Pre-Grid, this will be determined by a random draw by computer ballot for Event 1, then Championship Order.

### 14. Transponder Fitting

All transponders must be correctly fitted in accordance with Section F of the Motorsport UK Karting Yearbook 2024 (gold book) Transponder brackets must be used to hold the transponder and transponders must not be cable tied to the seat. The Type of Transponder for this event is the TAG (blue) Transponder.

For further information on the correct fitment of the transponder, please refer to the following link:

<https://www.motorsport-timing.co.uk/pdf/transponders.pdf>



## 15. Sponsor logo's/Stickers

Competitors are reminded that the Event Partner stickers are to be displayed as per the document here [https://www.britishkartchampionships.org/content/uploads/2024/03/British-Kart-Championship-Logos\\_Final.pdf](https://www.britishkartchampionships.org/content/uploads/2024/03/British-Kart-Championship-Logos_Final.pdf)

This is a mandatory requirement **FROM 1<sup>ST</sup> PRACTICE ON FRIDAY**. Stickers will be available in the Race Centre during the Event.

## 16. Social Media & Race with Respect

Motorsport UK request that all Participants, Competitors, Teams, Officials & Marshalls familiarise themselves with the Motorsport UK Social Media Policy & Race with Respect code along with any Social Media guidance the organising club issue.

Any negative or detrimental posting on social media will be reviewed by Motorsport UK who will operate a zero tolerance towards any participants responsible for any postings or behaviour which may be deemed extremely detrimental for the sport. For safeguarding matters please contact Danielle Short available in the Race Centre who will contact the Event Safeguarding Officer

## 17. Cameras & Go Pros

Cameras and Go Pros are permitted during all practice sessions for personal use only. From Timed Qualifying onwards no on kart cameras are permitted unless requested by the organisers for media purposes. Cameras attached to helmets are prohibited at all times.

## 18. Safeguarding

The club safeguarding officer will be on duty throughout the weekend and is the person who you should contact during this weekend's meeting if you have any concerns. The Event Safeguarding officer is Michelle Doran T: +44 (0) 7951785211

## 19. Alcohol & Drugs Testing

Alcohol & Drug testing may be taking place at the Event. If you are selected, you will be notified after one of your sessions. Evading or refusing to sign the notification will be taken as refusal to comply.

The consumption of Alcohol within the paddock areas is prohibited while the track is 'live'.







## 20. Filming

The designated production company (Alpha live) will be filming during the weekend, including filming clips for social media. Your co-operation will be greatly appreciated for any interviews & photos during the weekend which will be representing Motorsport UK Karting.

Accredited Media Personnel will be wearing Pink Bibs, Please report anyone taking photos to the Race Centre if they are not wearing a recognised Bib.

Motorsport UK May make the images public.

The capture and use in any way of any other images of minors at the Events and Competition at the Events whether still or moving is restricted in accordance with the terms of the Motorsport UK images of minors capture and use policy as published from time to time.

## 21. Stewards Summons

At the Event the 'Stewards Summons System' May be utilised. If you are required to attend the Stewards office for a Judicial hearing, you may receive an SMS text message, this will also be sent to your Entrant.

Should you receive an SMS text message, please report to the Race Centre immediately with your Entrant. Failure to attend may result in the matter being dealt with in your absence.

## 22. British Kart Championship Disciplinary Policy

This Policy is an independent British Kart Championship (the 'Championship') policy to protect the Championship and its participants from instances of poor behaviour (non-driving offences). All participants in the Championship are bound by this policy and, if found to be displaying poor conduct, may be subject to Championship disciplinary proceedings against them.

The Championship has full discretion to investigate incidents of poor behaviour following a conviction of NCR C.1.1.8 or C.1.1.9. The Championship's ability to investigate incidents of poor behaviour and control the conduct within the Championship is in accordance with NCR W.1.1.4.3 and is independent from at-Event Decisions of Officials and/or Decisions of the Motorsport UK National Court.

Following a breach of NCR C.1.1.8 or C.1.1.9 the Organiser may restrict or terminate the rights of a Licence holder and/or any person howsoever connected to that Licence Holder in respect of Championship entry and/or Venue attendance. This permitted authority flows from a conviction of a relevant Licence Holder or Championship participant.

Any form of abusive or aggressive conduct toward the Championship Organisers or Officials may result in removal from the Championship.

Decisions made in accordance with this Policy are not subject to Appeal pursuant to, to the extent necessary, NCR A.2.4.