



**GUIDELINES FOR  
COMPETITION SKILLS  
DRIVER TRAINING EVENTS  
IN NSW**

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These guidelines have been drawn up by the NSW Supersprint Advisory Panel to assist Clubs in the planning and conduct of safe and effective Driver Training Events .

They are based on the combined experience of the Panel members and current Club activities. They are intended to ensure a uniformity in the running of these Events and to give a guide to those who have not run an Event before.

## **INTRODUCTION**

There are a number of reasons why a Club may consider conducting a Driver Training Event, including

- As an Introduction to Motorsport for Club members who may be interested in some form of competition
- As a membership/publicity event to attract new members to the Club
- As a way of upgrading the general driving skills of Club members
- As a way of assisting Club members in performing better in events such as Supersprints
- As a means of preparing entrants for a safe and informal entry to motorsport competition at Supersprint level

Driver Training Events as described below are a basic club activity that can be followed by the use of commercial courses available from a number of reputable organisations.

### **1. DESCRIPTION**

There are two distinct types of Driver Training that the Panel believe should be made available to students, to assist them in preparation for driving in club motorsport events or improving their driving skills on public roads.

Put simply, these two types are:

- (i) To improve road skills and awareness, or as an introduction to motorsport in general, instruct in basic track skills. This type of event will be entitled “Basic Skills”
- (ii) To provide competition skills and techniques, entitled “Competition Skills”

*Either type of Training Event is to be conducted under a CAMS permit*

**This set of Guidelines is to be used for a Competition Skills Event.**

The following age limits/licence requirements apply:

All events – 14 years and above.

CAMS Level 2S licence required and a paid up member of a car club

## **2. PRE-EVENT PLANNING, REQUIREMENTS AND ORGANISATION**

### **2.1 Prerequisites**

Circuit confirmation of Event date i.e. book circuit before publicising the event. Calculate the cost of the event and the entry fee to be charged - it is recommended that the fee not exceed the current going rate for a Supersprint

You will need to obtain a CAMS Permit (tel.:9635 1366) for a Competition Skills Driver Training Event. Send a Permit Application along with a set of supp regs, entry form and medical response plan to the State Office for approval. The permit fee is payable to the circuit owner, not CAMS, therefore it is best to check with the circuit owner as to their permit fee structure for Driver Training Events. The permit fee should not exceed the fee for an event such as a Supersprint. Note that Multiclub events may attract a higher fee, so the Club may choose to restrict entrants to Club members, families, other interested individuals who are members of an affiliated CAMS club. CAMS permit fees include Public Risk Insurance

The Club must have a CAMS accredited Clerk of Course, Event Secretary, Chief Steward and Scrutineer nominated on the Supplementary Regulations and they must be present on the day in order to obtain a permit to run the event.

### **2.2 Instructors**

These courses will only be successful if there is an adequate number of qualified instructors to match the track density shown later in these guidelines. If there are insufficient instructors, students will not get the maximum/optimal time with their instructor and the track will be under-utilised. A successful course will require the assistance of a large number of suitably-qualified instructors, prepared to give their time and skills to assist newcomers to the sport. Most of these will come from within the club running the event, however a well-known motorsport identity from outside the club will both attract entrants and provide some additional experience and ideas. The CAMS Supersprint Advisory Panel will be happy to assist clubs by providing some names and contact numbers. Please refer to the table in Section 5 following for Instructors qualifications required.

### **2.3 Officials**

The minimum requirements are as follows:

- 2.3.1 Clerk of the Course (minimum grade - Bronze)
- 2.3.2 Event Secretary (minimum grade – General Official)
- 2.3.3 Chief Steward (minimum Grade Bronze)
- 2.3.5 Chief Instructor (minimum license - L2S)
- 2.3.6 Marshal(s), for coordination and flag points (minimum licence – F 3) (if applicable)
- 2.3.7 Chief Scrutineer (minimum grade – Bronze)

## 2.4 Officials Responsibilities

### 2.4.1 Clerk of the Course

The Clerk of the Course is in control of all aspects of the Event, in accordance with the Supp.Regs and Permit, and in particular the following:

- That officials/instructors are aware of their duties.
- All officials/instructors, Drivers and Pit Crew sign the CAMS Officials Sign-on sheet
- Liaising with the Chief Instructor to ensure sufficient instructors are available and that the event format and content has been determined.
- All students to sign the sheet available at the start of the Drivers Briefing to validate that they have been present at the Briefing.
- All vehicles are “scrutineered” to ensure they are safe for the event.
- Drivers' Briefing is held and all relevant information is given to the students about the Event.
- Circuit entry is controlled during the day, meeting density guidelines (see Section 9 following).
- Students are aware of any limits, overtaking procedures etc.
- Students meet dress and equipment standards as specified in the Event Supplementary Regulations.
- The CAMS Event Reports are completed.

### 2.4.2 Event Secretary

- Is responsible for sending the permit application, and 2 sets of proposed Supp. Regs and Club Event Entry form to the CAMS State Office at least 8 weeks prior to the Event date.
- Sends out approved Supp Regs and Entry Forms to interested parties.
- Records Entry Forms received and may send out acknowledgments of receipt/acceptances.
- Gives out the Driver Evaluation forms to all participants at the end of the day

### 2.4.3 Marshals

- Under the direction of the Clerk of the Course, assist with circuit entry/exit, exercises, line-ups, manning of flag points and other duties as needed.

### 2.4.4 Chief Instructor

- Responsible for obtaining the correct number of instructors required for the day, and for the planning and execution of the course format in conjunction with the Clerk of the Course.
- On the day, supervise and monitor the instructors and students.

## **2.5 Circuit Equipment**

The following is recommended for all Driver Training Events, supplied either by the Circuit or the Club

### 2.5.1 Mandatory Equipment

- One 10kg fire extinguisher at circuit entry, one at circuit exit and one at each manned flag point (where used).
- Red and yellow flags at each flag point, one black and one Chequered flag at Start/Finish line.
- Witches hats

### 2.5.2 Communication Equipment

Two-way radios

### 2.5.3 Medical.

Medical facilities are to be as specified in the CAMS General Regulations for a Speed Event.( Paramedics or Greater).

### 2.5.4 Crash Rescue.

Suitable fire fighting/crash rescue recovery vehicle with trained crew is to be provided in the event of an accident.

## **2.6 Planning**

### 2.6.1 Current Year

Choose several dates for the next year and apply to the preferred Circuit (by early November at the latest).

### 2.6.2 3 Months Prior to Event

- Choose Event officials, bearing in mind the requirements for accredited officials.
- Contact the CAMS state office and ask for a permit application with a set of the pro-forma Supp Regs. Send the completed Permit application, 2 sets of proposed Supp Regs and Club Event Entry Form to CAMS for approval.
- Ensure fire extinguishers, flags, brooms etc. will be available from the Circuit for the Event, usually for a fee.
- Ensure that suitable communication equipment will be available, either hiring from the circuit or other supplier.

### 2.6.3 6-8 Weeks Prior to Event

- Send CAMS approved Supp Regs to any Invited Clubs and interested individuals
- Final check that the correct number of qualified instructors are available.

- The Event Secretary to process entry forms received and may send confirmation forms back to the entrant.
- Chief Instructor should have all required instructors identified and committed, and provide Clerk of the Course with draft event format.

#### 2.6.4 1-2 Weeks Prior to Event

- Final check on equipment and services
- Final check of instructors
- Event Secretary to have registrants' paperwork in order.
- Final check of event officials and marshals

### 3. **ON THE DAY**

#### 3.1 **Organising the Officials/Instructors**

- Ensure all instructors know the format of the event and their responsibilities.
- Allowances for 'breaks' if any during the Event, i.e. lunch, changing of officials.
- Have all officials (including Clerk of Course, and all other persons assisting the Club) sign the 'CAMS Officials Sign-on Sheet'. which can be obtained from the CAMS State Office.
- Ensure that officials/instructors, drivers and pit crew have signed the Official sign on sheet before any circuit work commences.

#### 3.2 **Scrutineering and Licence Validation**

As soon as possible after the Circuit entry gates open, cars and drivers' licences should be checked. Students clothing, which must be non-synthetic and "neck to wrists to ankles" should be checked. Any student with inadequate clothing or footwear must be required to remedy the problem before being allowed to participate.

A normal "Speed Event" scrutineering inspection should be made of the car and its equipment, and of the drivers' dress, fire-extinguisher and helmet. This will also assist the student when he/she enters a real event for the first time.

Use an Official scrutineering form and explain to new drivers the reason for scrutineering

#### 3.3 **Conduct the Event**

Run the event (briefing through to debriefing) as detailed in Sections 4 to 8 following.

#### 3.4 **Post-Event CAMS Reports**

CAMS Event Reports and Officials Sign-on sheets - to be completed by the Clerk of Course at the end of the Event, and returned to the CAMS office within 5 days of the Event.

#### 4. DRIVERS' BRIEFING

This activity is one of the most important of the Event, and it is imperative that all students attend. To ensure this, a Sign-on sheet must be available at the start of the Briefing and all students must sign, if they do not they could face exclusion from the event.

The briefing is to finish at least 15 minutes prior to the official start time, to allow students to return to their vehicles. The following points should be included in the briefing, given by the Clerk of the Course.

- Introductions - Clerk of Course, Chief Instructor, Instructors and other officials.
- Welcome students to the Event
- Confirmation of Clothing and helmet requirements
- Details of lectures, training exercises and timings
- Format, including the Event start/finish times, any scheduled breaks, allocation of students to colour groups/instructors.
- The only permitted passengers are instructors.
- Explanation of flag signals to be used (see Section 5 following). The Black flag is to be used to signal a noisy vehicle, or a vehicle ignoring any rules of the day eg no passing except on the straight. Other flags are to be used as defined in the CAMS manual.
- Overtaking procedures for the event.
- Procedures for recovery of immobilised vehicles.
- Advice to take care, particularly students new to a racing circuit.
- Any student's questions.

#### 5. INFORMATION SUMMARY.

- **CAMS PERMIT** – To be marked “Competition Skills”.
- **SAFETY REQUIREMENTS** – Helmets Compulsory. Clothing and all other equipment as per CAMS requirements for speed events.
- **SPEED LIMITS** – No Limits.
- **MINIMUM LICENCE** – CAMS L2S.
- **PASSENGERS** – Not permitted, except for an instructor who must wear a lap/sash seat belt or full harness and helmet.
- **NATURE OF INSTRUCTION** – Lines and speeds through particular corners; emergency (including spinning) exercises; preparation of student’s car and documentation for racing; psychology of competition on and off the track.
- **MINIMUM INSTRUCTORS QUALIFICATIONS** – L2S holders (current) or names of experienced speed event club members to be approved by the organising Club Committee and nominated on the Permit Application.

- **TRACK DENSITY** – Refer to Track Density Table in Section 8.
- **SUGGESTED INSTRUCTOR TO STUDEND RATIO** – 1 instructor to 5 students.
- **OVERTAKING** – No restrictions.
- **FLAGS USED** – Yellow, Black, Red and Yellow.
- **MAXIMUM NUMBER OF STUDENTS** – Refer to Section 8 – track dependent.

## 6. **FORMAT OF COMPETITION SKILLS EVENT - SUGGESTED**

- Registration/Scrutineering (mandatory)
- Drivers briefing (mandatory)
- Walk around circuit with advice from instructors as to turn-in, braking points, apex positions etc. (mandatory)
- Clothing check before entry onto the circuit
- Exercises undertaken concurrently at different corners - braking, emergency spinning etc.
- Groups of students (to track density) have 15 minute track sessions with instructor as passenger. First group is followed by group 2, then group 3 etc. then back to first group if time permits.
- Lunch
- Feedback, discussion on car preparation, driver attitude, flags, introduction to supersprints.
- Group track session continue as before lunch, except instructors may be either in car or observing at strategic positions (flag points). Instructors make notes for evaluation forms.
- Debriefing (mandatory), and handing out Driver Evaluation Forms to all students.

## 7. **POST EVENT**

### 7.1 **CAMS Event Reports**

Event Reports and Officials Sign-on sheets to be completed and submitted to CAMS within 5 days of the Event. Accident and Injury report to be submitted if applicable.

### 7.2 **Evaluation Forms**

A Driver Evaluation form should be sent to the students within 5 days, if not handed out on the day.

**8. TRACK DENSITY TABLE**

Note that the densities shown below are subject to one instructor per car for specific sessions.

<b>Circuit</b>	<b>Maximum No of Students.</b>	<b>Track Density.</b>
Oran Park Grand Prix	60	15
Oran Park South	45	12
Oran Park North	30	8
Eastern Creek	65	16
Wakefield Park	50	12

## DEFINITIONS

<i>circuit</i>	the race track/surface itself
<i>Circuit</i>	The Event venue
<i>Clerk of the Course</i>	The Director of the Event
<i>Club</i>	The organising Club(s) of the Event
<i>Student</i>	Trainee Driver, but not necessarily the Entrant
<i>Entrant</i>	Owner of the vehicle, but not necessarily the Student
<i>Invited Clubs</i>	Those clubs who accepted the Club's invitation to attend the event
<i>PA</i>	Public Address system
<i>registrant</i>	Those who have applied to enter the Event
<i>Rules</i>	National Competition Rules (NCRs), as per the CAMS manual
<i>Supp Regs</i>	Driver Training Event Supplementary Regulations, under which the Event will be run.
<i>Sign on</i>	For insurance purposes.

**Evaluation Form**

**Driver Training**

Name : \_\_\_\_\_

License No : \_\_\_\_\_

	Instructors Comments		
	Good	Fair	Fail
Scrutineering			
Clothing			
Vehicle presentation			
Understanding NCRs			
Following instructions			
Driving position, mirrors, hands			
Using and understanding safety equipment			
<b>CIRCUIT Exercise</b>			
Braking hard while still controlling the vehicle			
Cornering using the whole of the circuit			
Controlling the vehicle while sliding			
Using the vehicle's potential in a controlled manner			

**If failed in a section give reasons and how to improve that skill :**

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Instructors Name: \_\_\_\_\_ Date \_\_\_\_\_