 

Risk Management Jersey

Rowing Club

The Old Lifeboat Station, boat park and St Aubin's Bay rowing area

# Key Principles of this Risk Assessment

This is an assessment of the risks/potential risks applicable to the rowing environment of the Club that has been undertaken across the following risk areas:

* Hazards associated with the water
* Hazards associated with the weather
* Hazards associated with other water users
* Hazards associated with the local environment
* Hazards associated with going afloat and landing
* Hazards in and around the boathouse and boat park
* Hazards associated with faulty, incorrectly set or poorly maintained equipment
* Hazards associated with pre-existing health conditions or low levels of fitness
* Other hazards

This risk assessment should be set in the context of the applicable crew capabilities and equipment characteristics, including:

* Rower
	+ Strength
	+ Age
	+ Maturity
	+ Motivation
	+ Experience
	+ Fitness and readiness
	+ Health status
	+ Boat Size (1x/2x/4x+) and
	+ Boat stability
* Coach
	+ General experience
	+ Knowledge of location
	+ Knowledge of the rower
	+ Confidence
	+ Coaching alone or as part of a team
	+ Coaching from the bank, from a launch or another rowing boat/kayak
	+ Type and number of boats

# Key Terms

* Hazard – something that can cause **harm** – being damage to people or equipment
* Barrier – practices, procedures and policies identified to **prevent** a Hazard becoming a Hazardous Event
* Hazardous Events – events which occur as a result of a Hazard **resulting in harm**
* Controls – practices, procedures and policies designed to **mitigate** the harm resulting from the occurrence of a Hazardous Event

# Continuous Assessment of Risk

The Jersey Rowing Club Committee continuously monitors and assesses Risk and through periodic review, seeks to reflect this on-going process in this document.

Your thoughts and experiences are an important element of this process and therefore if you have any suggestions or recommendations as to how the Committee can manage Risk please address your comments to the Jersey Rowing Club Committee at **jerseyrowingclub@outlook.com**

Hazards associated with the water

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | Hazardous Events | Controls |
| Rough sea conditions | * Use larger boats (4x+ and 2x)
* Restrict rowing area to harbour or small roads or if conditions too bad, cancel the session/swap to land session
* Coach good technique and seamanship
* Mix crews to include experienced rowers
* Coordinate outings to avoid solo rowing and where possible RIB to accompany crews in groups
* All crew/cox to discuss conditions prior to outing and agree safe/not-safe – do not rely on someone else having considered the risk
* Life jacket to be worn
 | * Capsize
* MOB
* Cold water shock
 | * Mandatory safety equipment carried by all crews for all outings
* Practice man-over-board drills during summer
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary radio for help and/or deploy flares
* Mandatory life jacket belt for single and double scullers in club boats when water temperature below 15 degrees and recommended for private boat owners unless guard boat present
 |
| * Restrict rowing area to harbour or small roads
* Use larger boats (4x+) or boats proven to be more resistant to swamping
* Avoid areas where tidal stream strongest (Noirmont)
* Ensure strength and experience of crew consistent with tidal conditions
* Coordinate outings to avoid solo rowing and where possible RIB to accompany crews in groups
* All crew/cox to discuss conditions prior to outing and agree safe/not-safe – do not rely on someone else having considered the risk
 | * Swamping
* Hit rocks
 | * Use self bailing/pump facilities in boat
* Rescue crew with launch and tow boat (if safe to do so)
* Use lifejacket and, if necessary, radio for help using VHF and/or deploy flares
* Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF and/or deploy flares
* Where alternative landing point is available (e.g. beach) train coxes and rowers to identify and land
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
 |
| Spring tides |
| * Avoid areas where tidal stream strongest (Noirmont)
 | * Can't return against the tidal flow
 | * Rescue crew using launch and tow boat to safety
* Train rowers to land at safest point (St Brelade's Bay or Portlet Bay) and advise Coast Guard via telephone or VHF
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | radio to await improved conditions* Ensure all crews have appropriate clothing to enable wait for rescue if required
 |
| Shallow water at, or around, low tide(see appendix 1) Floating hazards | * Provide information on danger areas at low tide
* Avoid areas that may be unsafe due to rocks or other underwater obstacles
* Use 4x+ where forward facing coxes can monitor water depth ahead rather than 1x or 2x
* Be aware of tide times and plan accordingly
 | * Grounding
 | * Train rowers to check the equipment and then move boat back into deeper water and row away
* If the equipment is damaged seek quickest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
 |
| * Provide information on danger areas at low tide
* Avoid areas that may be unsafe due to rocks or other underwater obstacles
* Use 4x+ where forward facing coxes can monitor water depth ahead rather than 1x or 2x
* Be aware of tide times and plan accordingly
* All crew/cox to discuss conditions prior to outing and agree safe/not-safe – do not rely on someone else having considered the risk
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Coach 1x, 2x and x4+ coxes to keep a good lookout
 | * Hit rocks
* Snag seaweed on skeg/rudder
* Hit floating object
 | * If the equipment is damaged seek quickest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Train rowers what to do if equipment damaged such that returning to landing point not possible - radio for help using VHF and/or deploy flares, utilise lifejackets
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
 |
| * Train rowers to stop boat and row backwards to dislodge seaweed
* Coxes practice rudder removal and replacement
 |
| * Train rowers to stop and check the equipment.
* If the equipment is damaged seek quickest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
 |

Hazards associated with the weather

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Darkness | * Do not row in dark unless have detailed understanding of fixed obstructions
* If in doubt do not exit harbour
* Launch in attendance
* Carry VHF, flares and lifejackets
* All crew/cox to discuss conditions prior to outing and agree safe/not-safe – do not rely on someone else having considered the risk
* Lights mounted on boat and stern/bow rowers
* Carry navigation lights and ensure operating properly
* Launch in attendance
* Follow harbour/maritime laws/rules
* Always cross at right angles across the shipping lanes
* Limit rowing to harbour area
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Local knowledge of training area
* All boats to carry a compass for all outings and coxes, 1x and 2x rowers to familiarise themselves with compass use and bearings for return to safe exit point
* If visibility too limited postpone outing
* Limit rowing to harbour area
 | * Collision with fixed object such as marker buoy or harbour infrastructure

(refer appendix i)* Collision with another boat (refer to appendix i)
* Collision with fixed object such as marker buoy or harbour infrastructure
* Collision with another boat
 | * Train rowers to check equipment and if OK to continue outing
* Train rowers what to do if equipment damaged such that returning to landing point not possible - radio for help using VHF and/or deploy flares
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
* Always cross at right angles across the shipping lanes
 |
| * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF and/or deploy flares
* Quarantine damaged equipment
* Repair equipment
 |
| Fog/poor visibility | * Train rowers to check equipment and if OK to continue outing
* Train rowers what to do if equipment damaged such that returning to landing point not possible - radio for help using VHF and/or deploy flares
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
 |
| * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Coach 1x, 2x and x4+ coxes to keep a good lookout
* Follow harbour/maritime laws/rules
* Use larger boats (4x+)
* Restrict rowing area to harbour or small roads
* Coach good technique and seamanship
* Mix crews with experienced rowers
* Ensure crew kit appropriate to prevent wind chill
 | * Capsize
* MOB
* Cold water shock
 | to do so)* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF and/or deploy flares
* Assess damage to both boats and report – quarantine as required until repaired
* Mandatory safety equipment
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary VHF radio for help and/or deploy flares
 |
| Strong winds |
| * Restrict rowing area to harbour or small roads
* Use larger boats less susceptible to swamping (4x+)
* All crew/cox to discuss conditions prior to outing and agree safe/not-safe – do not rely on someone else having considered the risk
 | * Swamping
* Collision
 | * Use self bailing/pump facilities in boat
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Use lifejacket and, if necessary, radio for help using VHF and/or deploy flares
* Asses drift and use a transit
 |
|  | * Remain in St Aubin’s Bay
* Plan outing to go out against the wind when fresh and return with the wind
* Avoid outings in middle of day
* Adjust activity to suit conditions
* Wear appropriate clothing (hat, covered arms etc)
* Use water for cooling
 | * Can't return against wind
* Hyperthermia
* Sun burn
 | * Rescue crew using launch and tow boat to safety
* Train rowers to land at safest point (beach if in St Aubin’s Bay - St Brelade's Bay or Portlet Bay) and advise Coast Guard via telephone or VHF radio to await improved conditions if necessary
* Ensure all crews have appropriate clothing to enable wait for rescue if required
* Move into cooler area, remove outer clothing
* Use shower (St Helier Yacht Club or La Collette Marina nearest facilities) with cool, not cold, water
* Cool in sea if summer and sea temperature 18c or above
* Seek medical treatment if severe
 |
| Hot/sunny weather |
| * Use sun cream
* Avoid outings in middle of day
* Wear appropriate clothing (hat, covered arms)
 | * Use after sun cream
* Seek medical treatment if severe
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Carry fluids and consume regularly
* Wear appropriate clothing (hats, base layers, rowing tops, gloves)
* Structure activity levels to keep warm
* Monitor crew comfort, particularly coxes
* Shorten outing if necessary
* Review First aid training for Hypothermia at start of winter including signs of onset
 | * Dehydration
* Hypothermia
 | * Continue to drink fluids carried
* Seek medical treatment if severe
 |
| Coldweather | * Move into warmer area and warm gradually (use thermal blankets)
* Provide warm drink (not hot) from St Helier Yacht Club or Cafe next to Fresh Fish Shop
* Seek medical treatment if severe or in doubt
 |
| * Good explanations of cold shock and its short term effects
* Mandatory life jackets for coxes and on board for rowers
* Avoid rowing when lightning is present or forecast
* Get off water as soon as possible, if need be to nearest beach or landing point if danger imminent
 | * Cold shock
* Struck by lightning causing burns or electrocution
 | * Training in capsize/man overboard recovery
* Seek medical assistance if severe
* Follow emergency procedures
* Administer appropriate CPR
* Call for medical assistance – 112 / 999
 |
| Lightning |

Hazards associated with other water users

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Wash from motor boats / commercial trafficFisherman at harbour mouth/end of Elizabeth Castle Pier | * Avoid main shipping channels where possible
* Coach coxes and crews in how to handle wash
	+ point bow into wash
* Coxes to warn crew of oncoming wash
* Avoid main shipping channels where possible
* Coach coxes and crews in how to handle wash
	+ point bow into wash
 | * Capsize
* Swamping
 | * Mandatory safety equipment
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary radio for help and/or deploy flares
 |
| * Use self bailing/pump facilities in boat
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Use lifejacket and, if necessary, radio for help using VHF and/or deploy flares
 |
| * Coach crews to be aware of fishing lines when passing danger point
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Coach 1x, 2x and x4+ coxes to understand maritime passing laws, alter course to starboard (right) to pass other craft port to port (left).
 | * Entanglement with fishing lines and possibly contact with hook(s)
* Collision
 | * Release tangled lines if safe to do so
* Cut line
* Rescue with launch
* First aid treatment if contact with hook(s) for any crew member, including seeking medical advice if necessary
* First aid kits available in Clubhouse and on Club launches
 |
| Yachts/craft with limited manoeuvra bility or visibility | * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF and/or deploy flares
 |

Hazards associated with the local environment

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Exiting harbour by La Collette Marina entrance/ Ferry berthing arm | * Ensure VHF tuned to shipping channel prior to departure
* Coach 1x, 2x and 4x+ coxes to keep a good lookout
* Coach 1x, 2x and 4x+ coxes to understand maritime passing laws, alter course to starboard (right) to pass other craft port to port (left)
* Coxes and crews learn circulation patterns in harbour
* Observation of harbour entrance light rules:
	+ Red – stop
	+ Green – go
	+ White caution
* Coach all crews not to cut corners and study appendix I such that visibility and manoeuvrability space becomes restricted and thus unsafe
 | * Collision with harbour infrastructure
 | * Train rowers to check equipment and if OK to continue outing
* Train rowers what to do if equipment damaged such that returning to landing point not possible - radio for help using VHF on channel 16/82 and/or deploy flares
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
 |
|  | * Coach 1x, 2x and x4+ coxes to keep a good lookout
* Coxes and crews learn circulation patterns in harbour
* Coach 1x, 2x and x4+ coxes to understand maritime passing laws, alter course to starboard (right) to pass other craft port to port (left).
* Coach all crews not to cut corners such that visibility and manoeuvrability space becomes restricted and thus unsafe
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Local knowledge
* Follow standard flow patterns/routes (refer appendix I)
 | * Collision with another vessel on the water
* Collision with navigation

/mooring buoys resulting in equipment damage | * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF channel 14/16//82 and/or deploy flares
* Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF channel
 |
| Navigation and mooring buoys |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Coach 1x, 2x and x4+ coxes to keep a good lookout
* Local knowledge
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Always use a clockwise circulation in the inner harbour (refer appendix I) and outside of harbour follow standard navigation procedure (otherwise known as port to port0
* Coxes particularly aware of coxless boats – make presence known before collision
* Call channel 14 to check for movements
* Coach 1x, 2x and x4+ coxes to keep a good lookout
* Coach 1x, 2x and x4+ coxes that all rowing boats must hold station in a safe place to allow commercial traffic to manoeuvre/berth/exit
* Always clockwise circulation in the harbour
* Set VHF to Channel 14 – commercial shipping
 | * Collision with navigation

/mooring buoys resulting in capsize* Collision with other rowing boat
* Collision with commercial shipping
* Hit rocks
 | 14/16/82 and/or deploy flares* Quarantine damaged equipment
* Repair equipment
 |
| * Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary VHF radio for help and/or deploy flares
* Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Training in capsize recovery/man overboard recovery
* Radio for help using VHF
 |
| Other rowing boats |
| Commercial shipping movements in harbour | * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Training in capsize recovery/man overboard recovery
* Radio for help using VHF
* If equipment damaged seek safe landing point (may be beach not harbour) and notify Coast Guard via telephone or VHF radio
* Train rowers what to do if equipment damaged and safe return to landing point not possible - radio for help using VHF channel 14//16/82 and/or deploy flares, utilise lifejackets
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment
* Repair equipment
 |
| Rocks | * Coach 1x, 2x and x4+ coxes to keep a good lookout
* Local knowledge
 |

Hazards associated with going afloat and landing

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Steep slip to launch and recover boats | * Careful coaching
* Check slip ahead of launch for weed or obstructions
* Good control by coach and crew
* Correct footwear
* Extra helpers
 | * Losing control of boat on trolley wheels resulting in injury and/or equipment damage
* Slipping/falling over when moving boat on trolley wheels
* Injuries and/or equipment damage due to inability to control boat in the launch and landing area
* Equipment damage due to inability to control boat in the launch and landing area resulting in collision with harbour
 | * First aid treatment and, if necessary, seek medical attention
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment until it is repaired
* Repair equipment
* Call Department of Infrastructure to notify if slip requires clearing
* First aid treatment
* First aid kits available in Clubhouse and on Club launches
* Call Ports of Jersey to clean slip
* Preferably row at half tide or higher as algae only impacts lower half of slip
* First aid treatment and, if required, seek medical attention
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment until it is repaired
* Repair equipment
* Seek alternative landing site (slip by South Pier Marine or Fisherman’s ramp at La Collette)
* Quarantine damaged equipment until it is repaired
* Repair equipment
 |
| Slip becomes slippery underfoot or mud at low tide | * Caused by algae build up
* Careful coaching
* Inspect slip before launch
* Good control by coach and crew
* Correct footwear
* Extra helpers
* Regular cleaning of slip by Ports of Jersey
* Launching and landing difficult or dangerous
* Make use of securing rope to hold boat

 * Inspect swells before launch
* Use alternative launch and landing site (slip by South Pier marine) if tide allows
* Postpone outing
* Use larger boats (4x+) with experienced coxes
* Additional people to assist launch and land
* Mix crews with experienced rowers
* Limit outings to experienced crews only
 |
| Large Swells – launching and landing |
| Large swells – unsafe navigation away from slip | * Use alternative launch and landing site (slip by South Pier marine or fish quay slip) if tide allows
* Postpone outing
* Use larger boats (4x+) with experienced coxes
* Mix crews with experienced rowers
* Limit outings to experienced crews only
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Inspect water levels - Low water - below 2 metres, mud visible or just below the water surface in harbour below end of slip
* Plan outing to not launch or land at low water if below 2 metre mark – coach to check tide levels before outing using Jersey Met website
* Re-schedule or postpone outing
 | infrastructure* Injury to crew when trying to land or launch boat
* Damage to equipment
* Unsafe to land boat due to mud in harbour
 | * First aid treatment and, if required, seek medical attention
* First aid kits available in Clubhouse and on Club launches
* Quarantine damaged equipment and repair
* Stay in harbour and await tide to rise to safe depth
* Land using alternative option (fisherman’s ramp at La Collette)
 |
| Low water |
| * Plan outing to not launch or land at low water if below 2 metre mark
* Re-schedule or postpone outing
 |

Hazards in and around the boathouse (including handling boats on land)

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Solid fixed objects such as racking and boat riggers | * Designated walkways through boat park and boat house to be kept clear
* Clear indication of what should go where
* Coaching people to take care in the boat park
* Good control and instruction
* Keep walkways between racks clear of obstructions such as other boats, trailers etc
 | * Collision of person with fixed object
 | * First aid kit available in Clubhouse
* Have trained first aiders available and post list of qualified persons on notice board
* Record via accident log on website
 |
|  | * Designated walkways through boat park and boat house to be kept clear
* Keeping floor area clear of obstructions
 | * Tripping over hazard
* Person struck by boat falling from rack
* Boat dropped
 | * First aid kit available in Clubhouse
* Have trained first aiders available
* Record via accident log on website
 |
| Boats not correctly secured on rack | * Good control and instruction on racking boats
* Use of suitable ropes (x2) to secure boat in place on rack so they cannot move and fall
* Training of all rowing members on how to tie securing ropes
* Get extra helpers to rack boat ensuring correct placement
 | * First aid kit available in Clubhouse
* Have trained first aiders available
* Seek medical advice if necessary
* Record via accident log on website
* Quarantine damaged equipment until repaired
* Repair equipment
 |
|  | * Boat park checks by Club members particularly

before and after heavy wind |  |
| Turning of boat before/after movement to/from rack | * Good control and instruction on racking boats
* Use trestles (x2) where necessary
* Get extra helpers
* Split crew/helpers evenly at each end of boat
* Ensure all water emptied from boat before lifting
 | * Quarantine damaged equipment until repaired
* Repair equipment
 |
|  | * Good control and instruction on racking boats
 | * Persons suffers
 | * First aid
 |
| * Use trestles (x2)
* Get extra helpers
 | injury due to weight of boat | * First aid kit available in Clubhouse
* Have trained first aiders available
 |
| * Split crew/helpers evenly at each end of boat
 |  | * Seek medical attention if necessary
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Ensure all water emptied from boat before lifting
* Good control and instruction on boat movement on trolley wheels
* Be vigilant for pedestrian/cycle traffic
* Get extra helpers
* Person leading (front) of the boat to wear Hi-Viz tabard/vest
* Position rower on bow and stern to watch for pedestrians, cycles and vehicles and steer boat
* Split crew/helpers evenly at each end of boat
* Transit boat park through entrance adjacent to Club house avoiding pavement/road
 | * Collision with pedestrian or cyclist
 | * Rest
* Recovery as per medical direction
 |
| Movement of boat onto pavement (also a cycle path) to exit parts of boat park | * First aid kit available in Clubhouse
* Have trained first aiders available
* Seek medical advice if necessary
* Call emergency services (112 or 999) if necessary
* Record via accident log on website
* Quarantine damaged equipment until repaired
* Repair equipment
 |
|  | * Good control of boat movement on trolley wheels
* Be vigilant for motor vehicles/road users
* Get extra helpers
* Split crew/helpers evenly at each end of boat
* Avoid road when transit boat park
* Good control and instruction on correct oar storage
* Designated space for all oars and oars be tied on racks to prevent accidental drop
* Be vigilant for incorrectly racked oars
* Non slip floor covering
* Removable carpet covering to catch water
* Correct footwear to be worn around boat park and in Clubhouse
 | * Collision with motor vehicle/road user
* Person struck by falling oar
* Person slips on floor
 | * First aid kit available in Clubhouse
* Have trained first aiders available
* Seek medical advice if necessary
* Call emergency services (112 or 999) if necessary
* Record via accident log on website
* Quarantine damaged equipment and repair
 |
| Oars notcorrectly stored on racking | * First aid kit available in Clubhouse
* Have trained first aiders available
* Seek medical advice if necessary
* Call emergency services (112 or 999) if necessary
* Record via accident log on website
* Quarantine damaged equipment and repair
 |
| Watercarried into Clubhouse from wet rowing kit | * As above
 |
| Traininggear, weights/ergsincorrectly storedCollision with pole storing life buoyancy jackets  | * Ergs to be placed giving access back and front
* Weights to be safely stored after use
* Prohibit use of gym equipment at busy times (Saturday and Sunday morning and races)
* Stand ergs during race briefings
* Raise pole after removing buoyancy jackets
* Ensure clear below before dropping
* Ensure rope is correctly tied off
 | * Trip hazard

Collision with pole  | * First aid kit available in Clubhouse
* Have trained first aiders available
* Seek medical advice if necessary
* Call emergency services (112 or 999) if necessary
* Record via accident log on website
* Check clearance
* Log accident via accordant log form on website
* First aid kit
* Train how to use safely
 |

Hazards associated with faulty, incorrectly set and poorly maintained equipment

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Incorrect stretcher placementIncorrect gearing | * Check adjustments
* Coach rowers to check
 | * Capsize due to hands going past chest
 | * Mandatory safety equipment
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary VHF radio for help and/or deploy flares
 |
| * Check adjustments
* Coach rowers to check
* Check adjustments
* Coach rowers to check
* Check equipment before launching
* Coach rowers to check equipment before launching
* Check equipment before launching – ensure rudder fitted where required
* Coach rowers to check equipment before launching
* Use an oar to steer if rudder fails or breaks but boat otherwise still operational and no other hazard has occurred
 | * MSDs and strains
* MSDs and strains
* Capsize due to lost oar
* Collision
 | * First aid
* Rest
* Seek medical advice if necessary
* Recovery as directed
 |
| * First aid
* Rest
* Seek medical advice if necessary
* Recovery as directed
 |
| Gate notfastened | * Mandatory safety equipment
* Always stay with boat until rescue occurs
* Rescue crew with launch and tow boat (if safe to do so)
* Training in capsize recovery/man overboard recovery
* Use lifejacket and if necessary radio for help and/or deploy flares
 |
| Faulty/forgotten rudder | * Always stay with boat until rescue occurs unless unsafe to do so
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Train rowers what to do if collision occurs such that returning to landing point not possible - radio for help using VHF
 |
| Heel restraint broken or too loose | * Check equipment before launching
* Coach rowers to check equipment before launching
* Do not use boat until fixed
 | * May be trapped in capsized boat by feet caught in shoes
 | * Teach capsize recovery
* Rescue with launch or another rowing boat
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | * Request repair or adjustment by Club
* Quarantine equipment
 | * May struggle to return safely to Club house
* Boat swamping, capsize or sinking
* Unable to return to Club house
* Collision
 | * Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Seek nearest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
 |
| Seats, shoes or footplates broken | * Check equipment before launching
* Coach rowers to check equipment before launching
* Do not use boat until fixed
* Request repair or adjustment by Club
* Quarantine equipment
* Quarantine all damaged equipment and clearly mark
* Report damage if club boat – repair damage if private
* Add buoyancy bags if necessary
* Check equipment before launching
* Coach rowers to check equipment before launching
* Use an oar to steer if rudder fails or breaks but boat otherwise still operational and no other hazard has occurred
* Do not use boat until fixed
* Request repair by Club
* Quarantine equipment
 |
| Damaged hull | * Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Seek nearest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
 |
| Loss of steering (4x+ only) during outing | * Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Seek nearest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
* Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Seek nearest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
* First aid if any injuries, including seeking medical assistance if required
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
 |
| * Check equipment before launching
* Coach rowers to check equipment before launching
* Use an oar to steer if rudder fails or breaks but boat otherwise still operational and no other hazard has occurred
* Do not use boat until fixed
* Request repair by Club
* Quarantine equipment
 |

|  |  |  |  |
| --- | --- | --- | --- |
| Hatch covers missing | * Ensure all hatch covers in place and correctly fitted before outing
* Do not go afloat with missing hatch covers
* Do not use boat until fixed
* Request repair by Club
* Quarantine equipment
 | * Boat may sink if swamped
 | * Rescue crew using launch and tow boat to safety (assuming safe to do so)
* Seek nearest safe landing point, which may be the beach rather than returning to the harbour, notify Coast Guard via telephone or VHF radio
* Quarantine damaged equipment
* Repair equipment
* First aid if any injuries, including seeking medical assistance if required
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Multiple boat buoyancy tanks within hull.
 |

**MSD = Musculoskeletal Disorders**

Hazards associated with pre-existing health conditions or low level of fitness

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Rowers with low levels of fitnessPre-existing health conditionsIndividual with asthma | * Discuss fitness levels with all rowers before commencement of outing and amend plan as required
* Understand fitness capabilities and work within them
* Improve fitness levels
 | * Collapse or illness
* Medical incident afloat or on land
* Asthmatic incident afloat
* Asthmatic incident on land
* Diabetic incident afloat
* Diabetic incident on land
* Incident afloat
 | * First aid treatment
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Seek medical attention
* Consider appropriateness of using club’s defibrilator
* Bring casualty ashore or call for immediate support using VHF radio
* First aid treatment including casualty taking their own medication
* Have trained first aiders available
* First aid kits available in Clubhouse and on Club launches
* Seek medical attention
 |
| * Ensure that relevant people know of the condition so that appropriate action can be taken to prevent an incident
* Ensure inhaler carried and used when necessary
* Take extra care if person in 1x or 2x
* Ensure inhaler carried and used when necessary
* Ensure that appropriate food and medicines (if necessary) are carried
* Take extra care if person in 1x or 2x
* Ensure that appropriate food and medicines (if necessary) are carried
* Use appropriate items
 |
| * Bring casualty ashore or call for immediate support using VHF radio
* First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| * First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| Individual with diabetesIndividual with other | * Bring casualty ashore or call for immediate support using VHF radio
* First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| * First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| * Bring casualty ashore or call for immediate support using VHF radio
 |

|  |  |  |  |
| --- | --- | --- | --- |
| known disorder or condition | * Use appropriate items
* Discourage rowers from taking exercise, on land or afloat, when they are ill
 | * Incident on land
* Disease may spread or worsen
 | * First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| * First aid treatment including casualty taking their own medication
* Seek medical attention
 |
| Flu/cold/ viral infection | * Seek medical attention
 |

Other hazards

|  |  |  |  |
| --- | --- | --- | --- |
| Hazard | Barriers | HazardousEvents | Controls |
| Inappropriate interaction of youth rowers with adult members | * Youth Academy policies and procedures
* DBS checked adults to provide supervision to Youth Academy members at all times (police checks / child safeguarding qualified / first aid qualified)
* Youth Academy having sole use of Clubhouse for land-based training
* No Youth Academy member under 18 to be present outside of a prescribed training or racing time such that there is always adult supervision from a Youth Academy coach
 | * Inappropriate behaviour in the presence of a Youth Academy member
 | * Supervising Youth Academy adults to immediately address situation
* British Rowing codes of conduct and policies as adopted by the Club
* No use of the changing rooms or toilets by adult members during Youth sessions
* Access into the club house by adults limited to collecting/returning rowing equipment and no adults to be in clubhouse by themselves with youths without a DBS checked or Youth coach also being present
* Appropriate attire to be worn and language used at all times
 |