

Shoreham Rowing Club Risk Assessment – Shoreham Open Day – 17/09/16

Trivial	No action is required
Tolerable	No additional controls are required. Consideration may be given to a more effective solution or improvement.
Moderate	Efforts should be made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with harmful / serious consequences further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.
Substantial	The activity should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves activity already in progress, urgent action should be taken.
Intolerable	The activity should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, activity has to remain prohibited.

Before the Event

	Risk	Who is at risk	Risk Level	Prevention
Weather and tidal conditions		Whole Crew	Substantial	<p>Pre outing check on weather. If the harbor and river is too windy with white horses then no boats will go out.</p> <p>If it is raining then but the water is reasonable flat and visibility is clear then it is up to the discretion of the coach, cox and crew. All outings are subject to the clubs safety assessment checklists as on the notice boards inside the club house.</p>
Boat Safety	<p>If the riggers are not tight then there is risk of falling in.</p> <p>If the steering and rudder is not tight or working properly then there is risk of crashing the boat.</p> <p>If the bow ball is damaged then the boat will be unbalanced and there is further risk of falling in.</p>	Whole Crew and other water users	Substantial	<p>Before each outing check the following....</p> <ul style="list-style-type: none"> • all riggers are tight • steering is not crossed and the rudder is working • Ensure there are restraints on river boats • Bow ball is undamaged • Footplates are secure
Competency of Crew and Cox	<p>Failure to know what to do in an emergency.</p> <p>Fear that their</p>	Whole Crew	Substantial	<ul style="list-style-type: none"> • An experienced Rower and water user in each crew at all times whether rowing or coxing. • Must be able to swim or be confident in water with a life jacket.

	incompetence will cause an accident.			<ul style="list-style-type: none"> • If in a single insure a supervised capsized drill has taken place. • Have received proper instruction in watermanship and technique by a qualified coach • Crews are in good health • Cox is wearing an approved life jacket on every outing outside the clothes. • Understand what to do if the boat goes over • Understand the river circulation pattern • Understand that they must give priority to all other boats with lower maneuverability.
Clothing	Not wearing the correct clothing suitable to rowing or coxing can cause accidents if the blade gets caught in baggy clothes. Hypothermia if someone gets too cold.	Whole Crew	Moderate	<ul style="list-style-type: none"> • All crew members are wearing the correct clothing for their roles in the boat and suitable to the activity taking place. • Thin layers that are not too baggy are best. • Coach or cox ensure that the crew is appropriately dressed at all times.
Life Jacket Self Inflating and manual	Not knowing how to use the life jackets. Having a jacket fail to inflate.	Cox and those wearing them.	Substantial	<ul style="list-style-type: none"> • The safety officer or qualified coach checks that they are in suitable before every outing. • Those wearing them have been properly briefed on how to use them.

During the Training and Racing

	Risk	Who is at risk	Risk Level	Prevention
Change in weather	Weather can suddenly change and affect the stability, visibility and competency of the crew and the boat	Whole Crew and other water users	Substantial	Constantly being aware of the changing weather and water conditions that can affect an outing and the safety of the crew. Crew should react to the change in weather safely and return the boat to shore as soon as possible. The race marshal shall monitor the weather and end the race, sending all crews from the water if a risk is identified.
Monitoring of crew	For tiredness, getting cold and become less responsive, especially the cox.	Whole crew	Moderate	All crew members should constantly monitor the fitness and ability of all others.. Making sure they are not tired and cold. If anyone is identified as being unfit to row then they should return to the shore and end the outing.
Water Hazards	<ul style="list-style-type: none"> Floating debris in the water. Depth of water Wading in and out of the sea with the boat. 	Whole crew	Substantial	<ul style="list-style-type: none"> Be prepared to react to any unforeseen debris Only wade in if it is safe and clear of other users Face the boat away from the rocks and out to sea when going afloat.

Other water users	Other boats, Ships, Jets skis, Swimmers, Canoe's, paddle boarders, Fisherman etc...All using the harbor, sea and river at the same time	Crew and all other water users	Substantial	<ul style="list-style-type: none"> • Crews and coxes should stick to the circulation pattern. • Be prepared to react to any unforeseen boats or water users. • Be vigilant at all times • Be aware of the movement capabilities of other craft and if is doubt – give way.
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Further safety information:

All accidents or incidents that take place are recorded in the Shoreham Rowing Clubs Accident log book. This is kept up to date and the Safety Officer and Captain are informed of any incident regarding injury or damage to person or boat.

All Shoreham Rowing Club boats have liability insurance which renewed annually.

All Committee members and coaches are “British Rowing” members. This insures persons under the British Rowing Civil Liability insurance whilst taking part in any British Rowing activity, whether personal, recreational or competitive or training.

Shoreham Rowing Clubs Safety Plan

- Contains details of the workings of the port and the rules that apply specifically in the areas in which we operate. Also provides details of the harbor lights and the lifeboat launch warnings.
- Highlights the local risks or hazards that have been identified within the clubs safety assessments and those that are affected and what procedures are to be taken by whom, when and in what sequence.
- All Safety plans and procedures are displayed on the clubs notice boards.
- The Safety Plan contains the following...
 - Details of immediate action to be taken
 - Actions to be taken to safeguard those not directly involved in the incident
 - Communication agreements, internally and to outside agencies and emergency services

Access and transport arrangements with a clear distinction between levels of response needed for major and minor incidents.

These are on the notice boards in the club.