



Rules regarding Conduct and Safety when at Evesham Rowing Club or representing Evesham Rowing Club at Regattas and Heads.

Section 3 - Water Training / Outing Procedure

Risk Assessment (Safety Matrix)

A risk assessment should be completed before all outings.

Safety requirements and procedures depend on the factors included in the ERC Safety matrix; boat type; crew competence, weather and river conditions, supervision etc.

In all cases the Outing Book and outing risk assessment must be completed by the person in charge indicating the risk level for the outing. There are four levels of risk that will be determined by completing the Outing Risk Assessment:-

1. Black Conditions - NO ROWING

2. High Risk

Red Risk is where Black Conditions do not exist but completion of the outing risk assessment indicates that for one or a number of reasons the outing is still considered to carry an unacceptable risk. The outing is to be cancelled.

3. Medium Risk

Amber (Medium) Risk is where Black Conditions do not exist but completion of the outing risk assessment indicates that for one or a number of reasons the outing is considered to carry an acceptable risk but due to conditions or the nature of the outing a recovery plan is required before boating. It shall be based on an assessment of the conditions and capability of the crew.

In all cases the most important requirement is to carry a means to communicate with the appropriate people.(e.g. mobile phone).

4. Low Risk

Green Risk is where Black Conditions do not exist and completion of the outing risk assessment indicates the outing is considered to carry low risk.

Change of Conditions during an Outing

If there is a marked deterioration in water/weather conditions during an outing, members should exercise caution and err on the side of safety – e.g. curtailing the outing or restricting activity to calmer water, upstream of the “rugby club bends” or near the club.

Preparation

For all outings, the coach and crew members are responsible for checking that:

- The boat is in good condition and all the safety features (hatch covers, bow ball, shoe restraints, buoyancy aids, steering equipment etc. are working and in good condition)
- The boat has the correct buoyancy for the weight of the crew
- Everyone is wearing appropriate clothing for the conditions, such as warm layers in cold weather
- Single sculler/bow person is wearing bright, fluorescent tops (see high viz rules below)
- Everyone is wearing close-fitting clothing
- That those that have not passed a swimming/capsize test wear an appropriate buoyancy aid
- Everyone is wearing sun screen in sunny weather
- Everyone is wearing suitable waterproof or water-resistant clothing in unsettled weather
- All have a change of clothing in case of capsizing
- Wellingtons are not being worn by any crew member (rower or cox).
- For Medium Risk Outings the coach or crew has a method of communicating (e.g. mobile phone) in a waterproof bag.
- Recovery following an incident on the river downstream of the “rugby club bends” is considered a significant risk. It is vital that the crew and/or coach carries equipment to minimise the effects of exposure until recovery.

Boat Booking

Before leaving the boathouse the person in charge must:

- Enter the outing details in the Outing book indicating the name of the boat(s), name of the person responsible (usually the stroke), time out, expected return time and the assessed risk level - take out or add into outing log book as column

On returning the person in charge must:

- Enter a return time in the outing book.
- Enter any damage in the boat damage report book and if appropriate place a “do not use” tag on the boat or relevant piece of equipment

Boat Handling

- Members should follow the conventional ‘chain of command’ with regard to responsibility for the boat, giving instructions etc., on and off the water. This rule is intended to ensure one voice giving clear directions. The approved cox/steersperson is normally in charge. With a novice cox the stroke is in charge but that may be delegated to another crew member. In a coxless boat, the steersperson must be approved for the type of boat by the coach.

Boating and Rowing Conventions

- New members are shown the correct boating procedures for all outings.
- New members are advised of the navigation rules plus any local rules
- Rowing at race or high pressure in front of ERC is normally forbidden due the busy nature of the area

Incidents

- All incidents and near incidents, shall be notified to the club safety adviser and an incident report completed. The forms are located in the ergo room on the side wall by the light switches.
- A “near incident” is deemed to be any incident where boats clash with blades or more or where a boat crashes into another object(bank or river craft) and causes damage and/or injury to any parties involved.
- Swimmers – open water swimmers occasionally use the river to train, especially in the warmer weather, athletes must exercise care when out on the water and ensure they are paying attention to their surroundings and position on the water.
- The completed form to be placed in the folder for completed forms.
- The Water Safety Advisor or Captain may take action as appropriate and bring learning points to the attention of members.

Key Points:

- If a BLACK condition exists then all outings are forbidden
- If a HIGH risk level is determined then the outing being assessed must be cancelled
- If a MEDIUM risk level is determined a risk assessment form must be completed and signed
- Whatever the risk level determined the outing book must be signed by the person in charge indicating the risk level for the outing
- Conditions must be kept under review throughout an outing as they may change and present an unacceptable risk
- All equipment must be checked before the outing
- Appropriate clothing must be worn for the outing.
- Always have a change of clothing at the club
- Any casualty recovery plan should be clearly understood by all concerned
- All incidents and near-misses must be reported to the club safety adviser. Incident Reports must be registered online – <https://incidentreporting.britishrowing.org/>
- All damage to equipment must be entered in the damage book and a “Do Not Use” sign placed on the boat or faulty equipment
- Use of equipment by juniors and vulnerable or inexperienced rowers of all ages is subject to extra restrictions
- All ERC boats must obey the navigation rules and regulations of the River Avon
- All athletes must advise ERC of any medical condition that may increase risk to themselves or others
- **High Viz tops allow rowers and scullers to be seen by each other and other river users. Anyone training on the river at any time must be visible and adhere to the following rules:-**
- At least one person in a boat (i.e all single scullers and least the bow person in a crew boat) must wear a bright/high visibility top
- Colours must be either hi vis yellow, orange or pink
- Clothing can be a singlet, t-shirt or long sleeved top
- Some yellow club singlets/vests are available inside the main boathouse doors

This decision is taken after serious consideration to ensure everyone's safety on the water and to help avoid collisions and hazardous situations arising

This in no way absolves a rower/sculler from looking around at all times, keeping to the right hand side of the river and warning other river users and rowers where necessary

Andy Woodward

Evesham Rowing Club

Safety Adviser

March 2018