



# Competition / Event Safety Plan

## Introduction

The event will be hosted by Northwich Rowing Club (NRC) on the River Weaver between Vale Royal Locks and Hunts lock, downstream, a distance of approximately 2500m.

The events will be held under the BR Rules of Racing and the BR Row Safe Guide offered in categories – Seniors, Masters and Juniors with no restrictions on fine boat type.

Please note that the Sir John Deanes car park WILL NOT BE AVAILABLE to trailers until after 15:00 on Saturday 12<sup>th</sup> November.

A separate Map that details how to get to the club is available.

This safety plan complies with 'Row Safe: A Guide to Safe Practice in Rowing'.

The safety plan explains safety measures that have been introduced as a result of the event risk assessment and specific details linked to BR requirements.

## 1. Event Organisation

### 1.1 Event Organising Committee

This event is organised by NRC. The Organising Committee are:

Event Secretary: Anthony Taylor (07449 750048)

Registration Secretary: Paul Jackson (07808 575249)

Event Safety Adviser: Andrew Simpson (07775 687993)

Event Welfare Officer: Elizabeth Davies (01606 49461)

Chairman of Race Committee: Anthony Taylor (07449 750048)

Race Committee: Clare Briegal (07802 228523), Mark Briegal, Paul Rafferty.

### 1.2 Communications

*Competitors and organisers must be made aware of the safety arrangements before and during the event in order to prevent incidents and to enable incidents to be dealt with efficiently if they do occur. The following actions should be undertaken to ensure effective communication between all parties: **Priority will be given to safety messages at all times.***

#### Prior to the event

The following documentation will be sent and made available on the web before the Head. It is the responsibility of all participating clubs to make sure their crews are made aware of the content:

- Course Map



- Safety Plan
- Risk Assessment
- Instructions to Crews

All information is available on line on the Northwich Rowing Club website.

Other water users have been advised in writing.

### **1.3 At the start of the event**

As this is a Head race a safety briefing will be given on the day to advise all of the hazards on the course. Copies of the Safety & Welfare Documentation will be available to view at Registration. The Safety Adviser will be available to discuss any matters arising.

Umpires will have copies of the Draw and Safety Plan. Each of the Rescue Launches has an aide memoire detailing what to do in an emergency. First Aid is provided by St Johns Ambulance First Aiders; they are located within the Clubhouse.

### **1.4 During the event**

Communication will be via a Radio Net on channel one or as otherwise agreed. Spares will be held in the club office.

Instructions and briefing on when and how to use will be given to each Radio user. A separate document on how to use radios and what to say if you have an incident has been issued to radio operators.

Registration will hold key mobile phone numbers should other communication methods fail.

### **1.5 Post event**

Any feedback or comments on any aspects of the Event should be emailed to: [HORR-Chairman@northwichrowing.co.uk](mailto:HORR-Chairman@northwichrowing.co.uk) or you can contact any one of the Event Officials whose details are listed in paragraph 1.1. who will listen and note any points to bring to the Wash-Up meeting.

Any matters raised on the day will be dealt with if possible at the time and discussed after the event and at the Wash-Up meeting.

## **2. Documentation**

### **2.1 Risk Assessment**

The Risk Assessment is a separate document which covers both on and off water hazards. It is a live document with its content being reviewed and modified as and when required. The document covers a wealth of potential hazards and those with the highest RPN are addressed as a priority.



## 2.2 The Course and Circulation Pattern

The course and circulation pattern are available on the notice board on the Boat House. The boating order will also be explained on the day and is available to all attending clubs.

## 2.3 Distances

The course has Marker points every 250m (approximately)  
The event takes place over 2500m

Note: Double the *distance as you have to row out and race back.*

## 2.4 Access Points

Access points are generally not difficult along the course for removal of people from the water but this will normally be done using launches and taking people to the nearest easiest access point.

## 2.5 Hazards

It should be noted that although the Weaver locks are not in use during the winter season, there are occasionally boat movements of boats moored on this reach. All boat owners have been advised of the event.

The river does carry flotsam and jetsam at all times but in particular floating mats of Pennywort are currently occasionally present.

Any other hazards will be notified to crews at the pre-race meetings.

## 3 Safety Monitors

### 3.1 Race Marshalls, Monitors and Umpires (RMMU)

Race Marshalls, Monitors and Umpires will be located all the way down the course to provide visual surveillance for safety and racing infringements at Bends, Bridges and major deviations in the bank - Umpire / Marshal – See Course Map

Each Umpire/Monitor will have specific responsibilities, but the overriding rule is safety and fairness. All instructions given by these people must be acted upon; otherwise the offending crew may receive a penalty/s.

A list of Umpire/Monitor positions is available with brief descriptions of responsibilities to cover the key areas on and off water the water i.e. Car Park / Road Way, Towpath, Embarkation, Disembarkation, Control Commission, Hazards (Fixed and Variable).

### 3.2 Safety boats

The Club will man, with RYA2 qualified drivers, 4 launches, 2 of which are designated as safety launches and 2 designated as marshalls. They will be equipped with the safety



equipment detailed in RowSafe. They will be positioned at the points indicated on the course map. Any launch can be called to assist a crew in trouble by the nearest race officials they will be in radio contact and/ or hailing distance. Launches will inspect the course, clearing any significant debris before each division and will patrol their area not be stationary.

The launch drivers have a separate aide memoire detailing how they will affect a rescue. Any crew in trouble are to stay with their boat and follow the instructions given to them by the Safety Boat Crew. They will get you to the side, into the launch and back to the Landing stage as efficiently as possible.

### **3.3 Capsize or Other Incidents requiring Assistance**

It should be noted that although the Starter will pause racing in the event of an incident on the course, it is sometimes difficult to stop boats already on the course from continuing at speed. Whilst every effort will be made to stop boats on the course (suspend racing) Rescue Boats will be made aware of any possible hazard as a result of approaching boats.

## **4. Accident and Emergency Procedures**

### **4.1 First Aid Cover**

A qualified First Aider will be at the club at all times. First Aid Kits are located in NRC and on each of the Launches.

### **4.2 Emergency Services**

The nearest A&E unit is at the following location:

Victoria Infirmary  
Winnington Hill  
Northwich CW8 1AW  
Tel: 01606 564000

It will take about 8 minutes to reach.

Any Emergency Services called will be asked to attend Northwich Rowing Club, The Crescent, Northwich CW8 9AE

A designated person will meet and direct them to any Emergency.

### **4.3 Useful Numbers**

Ambulance	999
Police	101
Club House	01606 49461



#### 4.4 Emergency Equipment

In addition to the equipment present on the safety launches all Marshals and Umpires will have throw lines and thermal blankets available from them to use as and when required.

#### 5. Pre Boating Safety Checks

It is the responsibility of Clubs, Coaches and Crews to present all boats to the minimum standard laid down in the RowSafe Guide and BR Rules of Racing before being allowed to boat. A selection of boats will be checked by an Umpire before boating and any failures reported.

The following must be checked – heel restraints, buoyancy, bow balls, cox's lifejacket

*Buoyancy - ALL boats competing in BR events must have integral full underseat buoyancy or additional buoyancy added by way of buoyancy bags or suitable alternatives providing a similar level of buoyancy. All boats are expected to meet either the BR buoyancy recommendation or the FISA minimum flotation standard as detailed in BR's RowSafe. (BR: all boats must have sufficient inherent buoyancy, together with their oars and sculls, to support a seated crew of the stated design weight such that the rowers' torsos remain out of the water and the boat can be manoeuvred. FISA - All boats when full of water with a crew of average weight equal to the design weight, seated in the rowing position should float such that the top of the seat is a maximum of 5 cm below the static waterline.) Club may certify that the boat has been tested and buoyant.*

*Compromised bow / stern canvases must be repaired so are watertight.*

*Bow Balls must be securely fixed – not flex out of the way on impact, fixing must not be a potential hazard.*

*Coxes must wear the correct type of life jacket for their boat, know how to use the life jacket and it is operational.*

*Heel Restraints require that each heel to be restrained to prevent it from rising higher than 7cm, as measured at right angles from the footplate. Furthermore, the heel restraint should be in working order and the foot release must be self-acting and not require the intervention of the athlete or a rescue.*

*Hooded sweatshirts ('Hoodies') with front pouch pockets must not be worn by rowers or scullers as they present a hazard when rowing. They may be worn by coxes under their lifejacket and by rowers in the boat to keep warm when waiting to race at the start (but must be removed before racing).*

#### 6. Incident Reporting:

Any incident or accident must be reported to Event Organiser and the Event Safety Adviser. The Safety Adviser will record any incidents and submit them online to British Rowing.



If in doubt any competitor, official, coach or spectator can and is encouraged to log any incidents on the BR website.

## **7. Emergency Response Plan / Incident Response Plan**

The key to a successful Response is to have effective communication – be clear and concise with radio messages any communication in this regard should detail.

- a) Location
- b) Type of Boat (single, four, eight etc) and
- c) Nature of incident (capsize, collision)

All casualties will be given immediate first aid by the safety boat crew and moved to Race Control as soon as possible– the full details can be recorded and passed on later.

Water based incidents will be controlled initially by the Umpires / Marshals on duty, before the Safety Launch and Safety Adviser take over responsibility.

Off Water Incidents can be controlled initially by those finding the incident until the Safety Adviser and or First Aider takes over responsibility.

## **8. Abandonment Plan**

The head race is undertaken on a wide navigable canal. The conditions that could cause racing not to take place would be severe winds, fog or high flow . All other conditions would see some form of racing taking place.

If the event is to be abandoned in its entirety this will be determined the Thursday before the event so that all clubs are made aware before they travel.

At the start of the race day an assessment will be made by the Race Committee based on the fixed and variable aspects of the event eg: Age, Experience / Category, 1x, 2x, Coxless, Front Loader, No under seat buoyancy, Weather, the course, Water Conditions, Other External Factors etc as to what categories are deemed able to race. Any restrictions will be advised to all Club coaches.

An ongoing assessment will be made during the day by the Race

## **9. Notes for Club / Coach / Individual**

The Competition / Event will endeavour to provide a safe environment in accordance with British Rowing's "Row Safe" guide, although competitors, coaches and clubs are specifically reminded that every person attending the event, including those competing, or officiating, do so entirely at their own risk and are solely responsible for:

their own safety;



ensuring that their boats are safe and are prepared to the standards required by British Rowing's "Row Safe" and the British Rowing Rules of Racing. Any boat found failing to meet the standard shall be excluded;  
the strict observance of the circulation pattern and British Rowing's "Row Safe";  
deciding, together with their coaches, whether or not they are competent to compete in the prevailing weather and stream conditions;  
ensuring 'a responsible adult' accompanies each junior competing in the event to assist them 'in loco parentis' with their responsibilities and assume responsibility for their welfare.

## **10. "Plan B"**

*Needed to cover for failure of any part of the planned safety arrangements – what, if, then, else*

### **10.1 Failure of safety arrangements**

In the event of:

Loss of a safety boat / multiple launches will see a re-deployment to maintain a 2 minute pick up time and / or operation of a batch system.

Loss of Umpire support will be covered by extended shifts or others suitably qualified officials and/or persons.

Loss of Safety Adviser will be replaced by Gawin Cowell, Assistant Safety Advisor.

Loss of medical cover within NRC will be covered by a qualified NRC First Aider.

Loss of radio communications will be covered by use of mobile phones.

Changes to racing arrangements may see the length of the course being shortened, restrict racing to larger boats and/or competent crews.

These arrangements have been made based on experience of previous events and will be reviewed as situations develop.

## **11. Measures for Specific Hazards**

### **11.1 Weather and water conditions**

There will be some weather and water conditions that may require the event to be changed:

Conditions and Possible Prevention and Mitigation Measures.

**Lightning** - Suspend racing and stop boating until storm blows over.



**Flooding** (fast current and/or debris in water or on bridges) - Cancel event. Limit entries to older and more experienced crews and larger boats.

**Heavy rain** - Ensure appropriate clothing is worn at boat inspection and control commission.

**Strong Wind** – Cancel event. Ensure appropriate clothing is worn at boat inspection and control commission. Limit single and double crews.

**Snow/ ice/very low temperatures** – Cancel event. Ensure appropriate clothing is worn at boat inspection point. Limit entries to older and more experienced crews and larger boats.

Arrange for salt to be spread around boating area.

**Water Level** - water level too low – delay event until water level recovers or cancel event

## 11.2 Slips and trips

The boating and trailer areas should be kept free from blades, shoes, trestles, etc.

Wet surfaces – close to the water's edge can be slippery

## 11.3 Manual Handling Risks

Launches onto water

Movements of equipment

Setting up of equipment and removal from trailers

## 11.4 Car Park and Trailering Area

Car and Trailer parking will be on Sir John Deanes College carpark which is accessed via Monarch Drive.

Car park marshals will be present to help people decide where to park. If in doubt the following applies:

Cars are to be parked outside of the trailer area.

Towing vehicles must be moved to the designated areas.

Please do not obstruct the one way system in use.

## 11.5 Camping

There is no camping at this event.



## 11.6 Hygiene

Separate male and female toilets and washing facilities are available in the Sir John Deanes Leisure Facility and extra showers and toilets are available in the Club House.

If utilities fail (water, sewerage or electricity) the Event Committee will contact the appropriate utility or contractor to rectify the problem.

Litter bins are to be provided. Competition / Event area is to be inspected during and after the event.

Normal hygiene procedures apply and ensure washing facilities are available to people serving food.

## 12. Welfare

**The welfare and well-being of all is paramount - regardless of age, sex, ethnicity, religion or ability, all have equal rights to safety and protection. The Event Committee believes that Special care is needed for children and vulnerable adults. The British Rowing Welfare Plan has been adopted by the Club Welfare Officer.**

Should any welfare issue arise during the Event, the Event Organiser and/or Welfare Officer will report the matter to the British Rowing Child Protection Officer and the relevant authorities.