

Sudbury Rowing Club General Risk Assessment

Risk Assessor: Keith Paxman

Date: 19 November 2015

Description of hazard	Who might be harmed?	Description of what is already being done to deal with the hazard and what is required	Risk Rating (High / Medium / Low)	Person(s) responsible for implementing actions
Launching and landing boats – risk of handling incidents	<ul style="list-style-type: none"> • Rowers • Others in the vicinity 	<ul style="list-style-type: none"> • Cox or lead crew member to take control of handling the boat • Additional support to be requested if the crew cannot handle the boat safely • Check to be made that the route is clear before moving the boat • Check that trestles are in place or the rack is accessible • Check that the landing stage is clear and not slippery • Landing stage and launch area to be kept in good order and treated with rock salt if icy 	Low	VC's Rowers Coxes
Boat check	<ul style="list-style-type: none"> • Rowers 	<ul style="list-style-type: none"> • All boats are to be checked to ensure they are in a safe condition (buoyancy, bow balls, heel restraints) • On return any damage or minor malfunction is to be repaired if possible or reported 	Low	VC's Rower Coxes
Risk of collision	<ul style="list-style-type: none"> • Rowers 	<ul style="list-style-type: none"> • Bow is to check for boats on the main river before leaving the cut • All crews to adopt the rule of the road when navigating – Essex ban when heading downstream and Suffolk bank when heading upstream • Scullers / bow should wear bright clothing to help visibility • Overtaking boats should ensure that there is sufficient room and time without affecting other crews • When an overtaking boat is approaching slower crews should allow them to pass • Crews should aim to row in convoy when possible 	Low	Rowers Coxes

Capsize	<ul style="list-style-type: none"> • Rowers 	<ul style="list-style-type: none"> • All members should understand actions in the event of a capsize and rowers should have attended a capsize drill • Crews should cross to the Suffolk bank and either if possible regain their position in the boat and return to the boathouse • If needed other boats or the coaching launch should provide assistance • Other members should provide assistance to return the boat and the crew should have a hot shower and change into dry clothing as soon as possible • Beginners should only row on the meadow part of the river until they are passed as competent to row the length of the river • Duty persons and coaches on the bank should make use of the life-rings on the bank and take a throw line and foil blanket which is held in the bag located in the boathouse 	Low	<ul style="list-style-type: none"> • Rowers • Coxes
Juniors	<ul style="list-style-type: none"> • Juniors 	<ul style="list-style-type: none"> • Juniors shall only attend the club when adults are present unless a senior junior has specific parental approval • Juniors can only launch if a coach or duty person is present and can only row away from the cut and meadow part of the river when deemed competent • A coach or duty person will be present on the meadow when juniors are on the water 		
Other river users	<ul style="list-style-type: none"> • Rowers • Other Users 	<ul style="list-style-type: none"> • Crews should maintain a constant lookout for other river users including canoeists, launches, anglers, swimmers and dogs in the water 	Low	Rowers Coxes
Night Rowing	<ul style="list-style-type: none"> • Rowers 	<ul style="list-style-type: none"> • Only competent rowers and coxes will row at night • Only one boat will be on the river after dark fitted with a headlight • A risk assessment will be undertaken before launching and during the outing to consider weather conditions and visibility • The cox will brief the crew on emergency arrangements in the case of an incident before launching 	Low	Rowers Coxes

Extreme weather	<ul style="list-style-type: none"> Rowers 	<ul style="list-style-type: none"> Rowing will be suspended in the event of a thunderstorm or one approaching In the event of ice in the cut or on the river or in the case of high winds the Captain/ VC's/ Senior Club Members will judge if it is safe to row. In cold conditions rowers should ensure that they have sufficient warm clothing and wind proof clothing In hot conditions members should wear sun-block and ensure they have sufficient liquids 	Low	Rowers Coxes VC's
Coaching Launch	<ul style="list-style-type: none"> Coaches Members 	<ul style="list-style-type: none"> Only competent persons will drive the launch The drivers and passenger(s) will wear a lifejacket A mobile phone will be carried by the driver The engine stop-cord will be worn by the launch driver at all times The launch will be driven with due care for other river users 	Low	Launch drivers Launch passengers
Trailing Boats	<ul style="list-style-type: none"> Towing Drivers 	<ul style="list-style-type: none"> Any towing driver will ensure that he/she is licensed to tow, the towing vehicle is capable of towing and that there is adequate insurance cover The towing driver must ensure that the trailer is roadworthy, the lights are working and tyres correctly inflated The towing driver must ensure that the load is correctly loaded and fully secure and the trailer is securely hitched to the vehicle with the electrical lead connected and emergency brake link attached Before leaving a check must be made that the trailer handbrake has been released 	Low	Trailer Driver
Land based	<ul style="list-style-type: none"> Members Visitors 	<ul style="list-style-type: none"> External areas are kept clear of obstacle and obstructions and the gravel area is kept level and free of weeds and leaves The boating area and landing stage is kept in good condition and clear of mud weeds leaves and moss The club house is kept clean and free of obstructions Changing rooms and the kitchen area are kept clean and hygienic A fire risk assessment is in place and fire extinguishers kept in good order The electrical system is tested and portable appliances checked for condition 	Low	Committee

Accidents and Incidents	<ul style="list-style-type: none"> • Members • Visitors 	<ul style="list-style-type: none"> • Any accidents or incidents involving injury or damage or if a near miss that can prompt preventive action should be reported • SRC will arrange for Emergency First Aid sessions for members from time to time • A First Aid kit is available to treat injuries in the locker by the kitchen 	Low	Members
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