

FUN REGATTA Risk Assessment

Club	Bewdley Rowing Club (BRC) Jo Gulliver Club Safety Advisor	Date:	Apr-25
Author		Revised: ANNUALLY or after incidnet.	Revision numbner 3



No: Hazard		Reduce probability of a Hazard causing a		Hazardous Event	Reduce the Severity of Harm		Harm	Severity (1-5)	Probability (A-E)	Level of Risk (L/M/S/I)	Action Owners					
		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Club Chairman	Club RSA	Coaches	Coxes	Welfare officer	other
AROUND THE BOATHOUSE including HANDLING BOATS																
1	Boat Handling- Lifting boats on/off racks and in/out of water, carrying boats Lifting, carrying and launching Explore 4x+ boats	All participants to carry out correct technique. A minimum of 6 people to carry these boats at all times Coaches/coxes to ensure adequate assistance is provided by other members to launch stable boats.	Officials to be compliant with British rowing guidance. Coxes to implement correct procedures and techniques for moving boats.	Injury due to lifting and carrying boats. Damage to equipment.	Provision of first aid. Quarantine damaged boats. Provide clear access to lift and carry boats. Provide tressels for boats.	First Aid/ers on site. Maintainance of boats. Maintenance of club hardstanding BR to follow British Rowing guidance for club events.	Minor injury, potential damage to equipment.	2	C	Low			X	X	X	X
3	Minor cuts and bruises due to handling equipment	Well stocked First-Aid kit to be maintained in boathouse.	Ensure trained First-Aiders are on site.	Injury to participant	Provision of first aid Kit Participants to follow instructions when handling equipment.	Maintain first aid equipment.	Minor injury.	1	C	LOW			X	X	X	X
4	Inappropriate supervision of competenting crews	Officals morning safety briefing for non rowers and spectators.	CRSA/club coach to ensure briefing to non rowers is undertaken.	Accident / incident to participant/other Emotional upset to participant	Named welfare office in place. All helpers briefed by CRSA	Welfare Officer is compliant with welfare policy. CRSA is compliant with RSA policy. Fun regatta coxes to be famliar with welfare officer and CRSA and their roles and responsibiliites.	Minor injury. Risk of physical, psychological or emotional abuse	1	B	LOW			X	X	X	X
6	Injury due to poor rowing technique	All participants to be given racing brief on morning of regatta and where officials will be.	Officials to monitor crews when rowing to start, turning, racing and rowing back to landing stage.	Injury to participant on the water.	Participant to follow instructions from cox and officials.	Officails positioned to monitor full section river to race. Officials to have radios.	Minor injury, potential damage to equipment.	2	C	LOW			X	X	X	X
7	Abuse or bullying.	Club Welfare Officer to ensure that all coaches and any other members working with children/vulnerable adults have current DBS check. All participants to report any abuse of bullying directly to the Welfare officer.	Welfare officer contact details posted around club site.	Any incident of abuse to anyone associated with the club. In particular, those that are vulnerable may be at risk of experiencing abuse or bullying.	Implementation of the Club Welfare Policy	Welfare Officers trained in safeguarding. Named welfare officer and assistant officer. All club users have a duty of care to recognise and report any suspected safeguarding issue to the welfare officer.	Risk of physical, psychological or emotional abuse	1	D	LOW	X	X	X	X	X	

GOING AFLOAT AND LANDING																
1	Capsize. Although stable boats are used making this extremely unlikely all crews are very inexperienced. Participant falling out of boat into water or swamping	Throw lines available by clubhouse. Cox and crew to remain with boat until assistance is available. Participants to be responsible for own water competency. Coxes to wear personal flotation devices (PFD).	Rescue launch to be maintained and available at all times. Only trained people allowed on the launch. Marshal/safety launches to communicate to all others by radio. Individual(s) to be taken to First Aid post if required.	Capsize / swamping. Participants in the water.	Launch checked and on water. Participants understand emergency procedures. Club Safety policy to be implemented regarding reporting of incident, dry clothing and waterborne diseases	Maintenance of launch and first aid equipment on board. Maintenance of PFDs and appropriate storage. Communication between officials and marshalls at all times.	Death Partial drowning Hypothermia	5	A	Moderate	X	X	X	X		X
2	Collision between rowing boats and/or clash of blades	Participants to comply with the navigation rules AND keep a good lookout for other crews. During Regatta be aware of races coming downstream and always abide by instructions of marshalls.	Navigation rules on display in boathouse. Regatta Marshalls and officials take control of incidnet.. Briefings and reminders to members to keep a good lookout	Participants may be injured or get anxious.	All crews under supervision of marshals and safety boats	Incident to be attended by safety boats. Rowing boats to return to landing stage if possible. First aid attention if required.	Injury to participant. Equipment damage.	2	D	Moderate		X	X	X		X
3	Faulty equipment.	All stable boats to be checked by officials for compliance with BR standards before boating – bow ball, riggers and gates, stretchers and heel restraints, buoyancy, secure hatch covers,	Officials refuse boat launch if defects are present.	Injury to participants/ further damage to equipment.	Stable boats checked by coaches the day before the regatta and again by coxes and officials before launching.	All crews under supervision. Boats/equipment involved in any collision on race day not to be used until officially checked and passed for re use.	Participants at risk of potential harm. Participant potential claim for personal injury against the club	2	C	Low	X	X	X	X		X
4	Alcohol induced accidents / incidents.	Age check on bar Security staff on gate to ensure no alchol is bought onto site Coxes briefed no alcohol to be consumed whilst racing.	Competent bar tenders adhere to regulations regarding servivng alcohol. Race officials take decisions to kep public safe where necessary.	Unwanted behaviours of persons accessing event. Injury to persons accessing event.	Security Staff. Officials to refuse to serve alcohol if required. Officails to stop crews racing if intoxicated.	Participants briefed and requested not to drink alcohol whilst racing.	Injury from slips, trip and falls. Unwanted behaviour on club site.	1	C	Low	X	X		X	X	
5	Slips, trips and falls	Site to be cleared of all unnecessary equipment/debris to allow safe passage of all.	Club members to keep access clear and help maintain clear areas during the event. Provision of bins on site.	Injury to participant/third party.	Provision of first aid. All BRC members to take ownership of keeping areas safe and clear of debris.	First aid/ers on site. Clear signage for access to first aid.	Minor injury	2	C	Low		X	X	x		

WATER																
1	Low water / Shallows	All participants to be made aware of where and when shallows will be present. During the regatta these areas will be buoyed.	Race Committee to assess water level on Friday evening, Saturday morning and throughout the day	Damage to boats by grounding	Ensure buoys are visible and correctly positioned. If the course cannot be rowed without damage to equipment, rowing club (RC) to consider suspension of racing	Monitor positon of buoys Monitor weather and river levels.	Boat damage	1	D	Low	X	X	X	X		X
2	Fast flowing water / high water	Cancel fun regatta if conditions unsafe. If safe, provide briefing for all participants at the start of the fun regatta.	Fun regatta Committee to assess water level on Friday evening and decide to run or cancel event. Race committee to monitor river levels Saturday morning and throughout the day and decides if racing can continue.	Crews unable to return to the boathouse.	Make situation safe and support landing of crews using launch and people on landing stage. Ensure communication aids are available etween launch user and persons on land.	Provide information to coaches on this approach. Use of launch by competent persons. Communication aids/ radios	Rowers get tired and anxious.	1	D	Low	X	X	X			X
WEATHER																
1	Stormy or windy weather	Racing to be suspected on order of any official if lightening follows thunder within 30 seconds.	All crews/officials/spectators to be guided to safe shelter (NOT tents/marquees) until 30 minutes after storm has passed. Race committee to consider restart of racing.	Uexpected change in weather conditions. Swamping of a boat due to adverse weather, capsize, collision	Suspend racing. Race committee to make key decisions early of potential stormy weather to ensure safety of participants. All participants to be competent in swimming. Induction records this for individuals.	Race committee to maintain communication via radios. Alternative PA system to be set up in clubhouse so communication can continue (control PA open to elements) Induction to include the Buddy Rescue Technique Provide safety launches with qualified drivers.	Participants may get anxious. Potential boat damage and challenge to landing crews.	2	D	Moderate	X	X	X	X		X
2	Cold/Wet Weather	Crews and coxes reminded at boating up that they should wear sufficient clothing to protect against poor weather.	Suitable rowing clothing to be worn by participants.	Adverse weather conditions causing participants to be wet and/or cold for period of racing.	Availability of hot showers and changing facilities. Provision of life saving thermal blankets.	Consider provision of drying facilities to cope with prolonged rain. Race officials to keep racing fluent.	Potential hypothermia of participants.	1	C	Low	X	X	X	X		X
3	Hot weather/sun	Crews reminded to cover up, wear hats, apply suncream and drink plenty of water to avoid sunburn/sunstroke	Race official to remind crews at morning briefing.	Rowers suffer sun burn	Advise rowers to carry drinking water and apply suncream.	Notices in the boathouse and instructions to rowers and coaches. First Aiders on site.	Rowers become dehydrated. Rowers become sun burnt.	1	C	Low	X	X	X	X		

COMMUNICATIONS															
1	Lack of communication to all.	Communication radios. Written entry system and race plan. Signage for all areas of risk assessment implemented. Briefing for competitors at start of event.	Spare radios and batteries available. Contingency: mobile phones Erect signage day before regatta. Update of information to all during the event.	Confusion of participants and others.	All radios charged and working. All cox boxes charged and working Risk assessment and policies in place. Race committee ensure regatta is well planned, organised and executed.	Officails maintain communication with particiapants and public via race control public speaker system. Regatta committee to plan ahead for regatta day and communicate to members.		2	D	Moderate		X	X	X	X
2	Other watercraft on river/Swimmers in river	Suspend racing until river is clear.	Officials to make decisions and communicate actions clearly to participants and others.	Collison with another vessel - canoe, paddle board, kayak, inflatable boats/person	Officials to suspend racing until river is clear. Rescue via launch. Rovision of first aid.	Launch drivers to check river is clear. Communication aids used to inform marshalls and officials.	Injury Boat damage	3	C	Moderate		X	X	X	X
LOCAL ENVIRONMENT															
1	Heart attack /stroke/seizure/illness due to over exertion or preexisting medical condition	Location of defibrillators installed for easy access at the club. All participants to be aware of need to clear landing stages in the event of an incident of this type.	Participants required to declare known medical conditions on membership form. Regular training in CPR provided for members. Call ambulance and medical assistance immediateley.	Poential life threatening event to individual.	Suspend racing. Clear access Defibulator Provision of First aiders	Officials to ommunicate incidents to team. Team to clear access for transporting injured person. Officials to follow policy and procedures for injuries.	Death or potential life changing event.	5	B	substainial reducing to moderate	X	X	X	X	X
2	Biological contamination of the water	Advice on personal hygiene and symptoms given to all club members during induction and via RowSafe notice board	Ensure hand sanitizer locateed in changing rooms/ toilets. Information for members and notices	Contact with biological contamination of the water	Availability of showers and washing facilities. Infected rowers seek medical attention	Provision of information for rowers by policy committee, Information located on RowSafe board	Leptospirosis (Weil's disease), and other diseases due to ingestion of contaminated water/faeces or absorption through cuts, abrasions or blisters	3	B	Low		X	X		X
3	Biological contamination of the steps	All members warned not to touch dead or dying wildfowl/animals and notify RSPCA if concerned about diseased/dead wildlife. First crews out to hose and sweep steps to remove bird faeces and other debris	Information for members via induction and RowSafe notice board.	Contact with biological contamination of the steps	Remind rowers to wash hands after this process, seek medical attention as required	Provision by policy committee, information for rowers	Zoonotic infection Bird Flu/Zoonoses due to contact with wildfowl or wild animals	3	B	Low		X	X		X

		People	Assets	Probability				
				A	B	C	D	E
				Highly improbable (has not been known to happen in rowing)	Improbable (has been known to happen in rowing)	Possible (could happen to about 1% of the club's active members per decade)	Probable (could happen to about 1% of the club's active members per year)	Highly probable (could happen to about 10% of the club's active members per year)
Severity	1	Slight injury or health effect <i>(Requires little or no treatment; no need to take time off rowing or training)</i>	Minor damage to equipment <i>(<£100)</i>	Low	Low	Low	Low	Moderate
	2	Minor injury or health effect <i>(Requires First Aid or rest; potentially a few days off rowing or training)</i>	Damage repair costs low <i>(£500)</i>	Low	Low	Low	Moderate	Substantial
	3	Moderate injury or health effect <i>(Requires treatment beyond simple First Aid; potentially a week or so off rowing or training)</i>	High damage repair costs <i>(>£1000)</i>	Low	Low	Moderate	Substantial	Intolerable
	4	Major injury or health effect <i>(Requires hospital treatment for more than one day; potentially a few weeks off rowing or training)</i>	Very high damage repair costs <i>(loss of boat, 3rd party damage)</i>	Low	Moderate	Substantial	Intolerable	Intolerable
	5	Fatality or Life Threatening Injury or Health Effect <i>(could end a rowing career or cause hospitalisation for a few months)</i>	Major damage & major costs <i>(loss of several boats, high 3rd party damage)</i>	Moderate	Substantial	Intolerable	Intolerable	Intolerable

Low	An acceptable level of risk. No additional barriers/controls are required. Start or continue the activity but check that the current barriers/controls remain effective.
Moderate	An acceptable level of risk that should be reviewed. Implement additional barriers/controls to reduce the risk if the opportunity arises. Start or continue the activity with care.
Substantial	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced.
Intolerable	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. Prohibit the activity if it is not possible to reduce the risk.

Club Chairman	Club RSA	Coaches	Coxes	other (specify)
If the water is rough then decide whether conditions are unsafe	If the water is rough then decide whether conditions are unsafe	If the water is rough then decide whether conditions are unsafe	Ensure that rowers carry drinking water as necessary	If the water is rough then decide whether conditions are unsafe (senior rower)
Maintain Capsize and rescue training equipment	Provide guidance and criteria on unsafe water conditions	Maintain Capsize and rescue training	Understand and comply with the navigation rules	Ensure that boat repair equipment and skills are maintained (club captains)
Maintain First Aid equipment and trained first aiders	Periodic review of records of swim tests and capsize drills	Provide information for rowers on appropriate dress	Ensure that rowers to handle boats correctly	Ensure that washing facilities and showers are provided (policy committee)
Ensure all junior rowers and coxes have done a swim test and capsize drill	Provide information to coaches on landing crews and carrying the boat back to the boathouse or towing it with a launch.	Ensure that rowers carry drinking water as necessary	Check and ensure that gates are correctly closed a the start of each outing	Ensure that the boat trailer is maintained in roadworthy condition (all members that tow the trailer)
Provide safety launches with qualified drivers	Ensure that there are hot weather action notices in the boathouse and instructions to rowers and coaches	Provide briefings and reminders to members on navigation	Check and ensure that adjustments are correct at the start of each outing	
Ensure that competent first aid support and facilities are available	Ensure that navigation rules and instructions to keep a good look out are on display in the boathouse	Ensure that thermal blankets and throw lines are carried in the launch	Keep a good look out at all times	
Ensure that First Aid treatment is provided to rowers	Ensure that overhanging trees and other hazards are marked on the navigation plan	Ensure that rowers avoid undue skin contact with the water, cuts and scratches are kept covered		
Ensure that members give details of health problems on application forms and that this information is used appropriately	Provide information for rowers on biological hazards (avoidance and treatment)	Provide briefings and reminders to rowers about slippery surfaces at the water's edge		
Ensure that rowers who have a medical condition that could cause them to collapse do not row in a 1x	Provide briefings and reminders to coaches about slippery surfaces at the water's edge	Provide briefings and reminders to rowers		
Ensure trailer drivers are authorised accordingly.	Ensure that information on boat handling is displayed in the boathouse	Coach rowers to handle boats correctly		
	Ensure that members are trained in how to load and unload boat trailers	Provide reminders to rowers and coaches to ensure that gates are correctly closed		
	Provide notices to show how gates should be closed correctly	Ensure that the correct adjustments are made at the start of each outing		
	Ensure that coaches know how boats should be adjusted			
	Ensure that appropriate information and training is provided to people who tow the boat trailer			
				 BRITISH ROWING

Low	An acceptable level of risk. No additional barriers/controls are required. Start or continue the activity but check that the current barriers/controls remain effective.
Moderate	An acceptable level of risk that should be reviewed. Implement additional barriers/controls to reduce the risk if the opportunity arises. Start or continue the activity with care.
Substantial	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced.
Intolerable	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. Prohibit the activity if it is not possible to reduce the risk.