

# **Worcester Rowing Club Small Boats Head Safety Plan**

## **Saturday 20<sup>th</sup> February 2010**

### **Introduction**

This safety plan has been compiled to complement the normal British Rowing requirements of a head event, and not to either replace or rewrite them. The safety plan explains local safety measures that have been introduced as a result of the event risk assessment and specific details linked to BR requirements.

### **Communications**

Competitors, umpires, marshals and organisers will be made aware of the safety arrangements before the event and to enable incidents to be dealt with efficiently during it.

- 1) Course maps and emergency procedures will be sent to competitors, posted on the website, displayed at the boathouse and distributed to officials during the day.
- 2) A safety briefing will be given by the organisers before the event, and before boating starts, to the Race Controller, all marshals, and representatives of the Safety Boat and First Aid teams.
- 3) Radios and loudhailers will be issued to all Marshals on the course, safety launches, the starter and finisher.
- 4) Officials will be encouraged to carry mobile phones with the numbers being held at Race Control so contact can be made easily if other communication methods fail. This is essential for the Safety Adviser and the Umpire being used to check boat safety, all of who would not normally have a radio issued to them.

### **Boating and circulation arrangements**

Boating and circulation patterns for on and off the water have been designed to minimise congestion and collisions. Crews will boat using all the landing stages, passing through boat checking and down the steps. They will return using all the stages again, and pass behind the boathouse as well as up the main steps, to the racecourse car park. Crews will row upstream observing normal rules of the river and then wait at their allocated place on the Camp Inn side of the river. No race-pace rowing shall take place once the marshalling

area is entered. Plans of the river will be sent to competitors, posted on the web site and displayed by the boathouse.

### **Safety boats**

Mercia Inshore Search and Rescue (MISAR), a professional organisation specialising in boat handling and rescue techniques, will provide four safety boats.

The locations of these safety boats will be at areas of most risk of collision, being:

- At start to cover start, boat marshalling areas and initial section of the course.
- At Kepax to cover the upper mid-section of the course
- At the Sabrina Footbridge to cover the boating area, bridges and lower mid-section of the course.
- At the finish to cover the boating area, turning area and end-section of the course

### **Race Marshals, Monitors and Umpires**

Race Marshals, Monitors and Umpires (RMMU) will be located all the way down the course to provide visual surveillance for safety and racing infringements. All instructions given by these people must be acted upon, otherwise the offending crew may receive penalties.

RMMUs will be issued with radios (with spare battery) and loudhailers at the start of each division. They will be encouraged to leave their mobile phone numbers with control in case the radios system fails.

Each RMMU will have responsibilities, but will generally be to ensure a safe and fair event. Below is a list of RMMU positions with brief responsibilities.

<b>RMMU description</b>	<b>No. required</b>	<b>Responsibilities</b>
Start	5	Ensure boats moving up to turning area, in turning area are controlled. Start of race and assist with timings.
Marshals below camp	3	Ensure boat queuing to race are in order and keep in to avoid collisions with other boats (racing or otherwise).
Finish	5	Ensure boats clear the finish and turn safely. Assist with timing.
Boat checking	2	Check boats and crew before boating. Assist with boats coming up steps from trailer area.
Stage Marshals	6	Assist with boating, ensure area does not become hazardous with spectators, shoes, blades, etc.

WRC Launch monitor (Boar Pig Bay)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues. Assist rescue launches when directed.
WRC Launch Monitor (bend at Slip)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues. Assist rescue launches when directed.
Land Monitor (Kepax)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.
Land Monitor (Waterworks)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.
Land Monitor (Dog and Duck)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.
Land Monitor (Training Centre)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.
Land Monitor (Sabrina bridge)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.
Land Monitor (road bridge)	1	Monitor race for safety infringements, instruct crews where necessary and report to Race Controller any issues.

### **Accident and emergency procedures**

Where an accident occurs on the water the following procedure will be adopted:

- 1) Racing will be stopped and crews prevented from boating immediately to allow safety boats to respond without causing unnecessary hazards.
- 2) The nearest safety boat (and any other assistance) will be sent to the incident by the Race Controller.
- 3) The safety boat's priority will be to retrieve the people from the water and if injured, return them to the boating area where the First Aiders will take over.  
The second priority is to retrieve the boat.
- 4) Water marshals and monitors will give way to rescue launches and stay clear of accident area unless directed by them.
- 5) First Aiders, Medical Adviser and Safety Adviser should be informed.

- 6) The Race Controller will co-ordinate incident response and decide when hazards have been adequately removed so racing can commence.

### **Weather and river conditions**

There will be some weather and river conditions that may require the event to be changed, suspended or even cancelled to avoid unnecessary risk to competitors and officials, the decision on these actions will be taken as early as possible by the event committee including Safety Advisor, Race Controller, Club Captain and the lead Umpire. Although it is not possible to set exact rules for these decisions due to the number of variables that exist, a set of guidelines have been set out below:

<b>Conditions</b>	<b>Possible control measures.</b>
Lightning	Suspend racing and stop boating until storm blows over.
Flooding (fast current and/or debris in water or on bridges)	<ul style="list-style-type: none"> <li>- Cancel event.</li> <li>- Limit entries to senior rowers.</li> <li>- Increase safety boat cover.</li> <li>- Shorten course.</li> </ul>
Heavy rain	<ul style="list-style-type: none"> <li>- Ensure appropriate clothing is worn at boat inspection point.</li> <li>- Limit entries to senior rowers.</li> </ul>
Wind	<ul style="list-style-type: none"> <li>- Cancel event.</li> <li>- Limit entries to senior rowers.</li> <li>- Increase safety boat cover.</li> <li>- Shorten course.</li> </ul>
Snow/ ice/ very low temperatures	<ul style="list-style-type: none"> <li>- Ensure appropriate clothing is worn at boat inspection point.</li> <li>- Limit entries to senior rowers.</li> <li>- Increase safety boat cover.</li> <li>- Arrange for salt to be spread round boating area.</li> </ul>

### **Failure of safety arrangements**

In the event of the loss of safety boat cover, Umpire support, Medical cover or communications breakdown (radios), racing should be cancelled or shortened to reduce risks, unless appropriate cover can be arranged.

### **Slips and trips**

The boating and trailer areas should be kept free from blades, shoes, trestles, etc. that will cause a trip hazard. The marshals working in these areas will monitor these and arrange for equipment to be removed. Blades can be stored on grassed area or on large steps. Spectators will not be permitted to sit on steps or slope leading to river when boats are moving around.

A marshal will be located at steps from racecourse to co-ordinate and help crews leaving and returning to trailer area. Trestles will also be provided at the boat checking area for crews to rest and allow small repairs to be made.

No cars will be permitted on Club Car Park, other than the First Aid vehicle.

## **Hygiene**

Toilets and washing facilities are to be made available at rowing club. If utilities fail (water, sewerage or electricity) the WRC Safety Adviser is to arrange for an appropriate utility or contractor to rectify problem.

Note: no food or drink will be available from WRC clubhouse if water supplies are lost.

Litterbins are to be provided and the trailer area is to be inspected during the event for unnecessary refuse.

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

## APPENDIX: Local Event Rules for Worcester Main Head Race

In general the race will be conducted in accordance with the ARA Rules of Racing, in particular Sect 6.

### Rules

1. In the event of an incident where a competitor may be at risk the first responsibility of any following crew is to stop and render assistance to any competitor in danger. The course is covered by race monitors who can summon safety boats. If the following crew(s) is satisfied that assistance is present, or has been summoned, it should carry on to avoid congestion.
2. The course will be covered by race monitors. They may apply time penalties for any breach of the ARA or local rules. The Monitor responsible will advise the Timekeeper and Chief Umpire of any such decision before the results are computed. He will provide an explanation of the penalty to the crew concerned if asked to do so.
3. A crew being overtaken must give way. Any crew failing to move out of the faster stream and failing to provide enough space for the overtaking crew may be penalised. This does not give an overtaking crew the right to force other crews into the bank. Race monitors will assess the situation and warn crews, or award time penalties as appropriate.
4. The Stage Marshal, in conjunction with the Chief Umpire, may refuse to allow a crew or a competitor to compete if it is judged that it is not competent to complete the course safely. In any such case the entry will be fee will be refunded.
5. **The race will not be delayed for late crews. Boating times are for guidance only; crews are responsible for getting themselves up to their start position before the given start time. No boating will be permitted for 30 minutes before the given start time. The starter/marshals will place late comers at the bottom of the starting order or refuse to start them as appropriate.**
6. If, for whatever reason, a crew finds itself still rowing to the start after the start of the race, it must keep clear of crews which are racing, pull in to the bank and observe the directions of the nearest race monitor.
7. Coaching from the bank is allowed.

# **Worcester Rowing Club Main Head Welfare Plan**

## **Saturday 20<sup>th</sup> February 2010**

### Policy Statement

The organizing Committee of Worcester Head believes that the welfare and well-being of all children is paramount. All children, regardless of age, sex, ethnicity, religion or ability, have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and in an appropriate manner.

A Welfare Officer will be appointed for the event, who will act as the point of contact for any concerns or allegations and can be contacted via Race Control located in the Regional Rowing Centre upstream of Worcester Rowing Club boathouse.

### Reporting Structure

The Event Secretary, Anne O'Connell (07793 205743), has overall responsibility for decisions and disciplinary procedures, and will take advice from the Welfare Officer.

The first point of contact during the event will be the Welfare Officer. Any event reported will be discussed forthwith by the Welfare Officer and Event Secretary. If, after due consideration, they decide that the police should be informed, the Welfare Officer will report the matter to West Mercia Police.

The Event Secretary and the Welfare Officer will then decide whether the Welfare Officer will report the matter to the British Rowing Child Protection Officer.

### Medical Provision

First Aid is provided by Mercia Inshore Search and Rescue, stationed in the car park of Worcester Rowing Club. The medical staff are given a copy of the Welfare Plan in advance of the race.

### Security

The event organizers brief all helpers on the Welfare Plan, and ask them to report any inappropriate behavior to race headquarters.

The event attracts some Junior competitors, who would usually be under the care of a parent or coach. A name and mobile telephone number is requested by the Event Secretary for each club entering Junior crews. The list of contacts is held at Registration and Race Control so that the responsible adult can be contacted easily in case of incident. No personal contact details for children are held.

### Photography

As the event takes place in open public areas, control of photography is not feasible. All helpers are briefed to respond to any inappropriate photography and report such to the Event Secretary or Race Control