



**RISK ASSESSMENT: LAUNCHING, RECOVERY OF BOAT, TRANSPORTING BOAT AND ROWING AT SEA**

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<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What are you already doing?</b>	<b>Do you need to do anything else to manage this risk?</b>	<b>Action by whom?</b>	<b>Action by when?</b>	<b>Done</b>
Collision with quad and/or trailer. Injury/fatality	Rowing crew Public Quad driver	Only experienced quad drivers to tow onto the beach. Over 25s only as per insurance specification Crew to keep clear of the trailer and quad until the quad is at a standstill and engine stopped Crew to warn public in the vicinity to keep clear.	Remind quad drivers and assisting crew at Pre-season safety briefing	Club safety officer	Ongoing	
Launch and Retrieval of Longboat	Rowing Crew Public	Only experienced members control the launch and retrieval process. Pre Row Check Sheet completed to help Identify potential Risk Pre-launch safety briefing. Tide State assessed Sea state assessed Beach condition High water mark Surf assessed Pre-determine landing point for retrieval, based on tide position when landing.	Instruct new members and identify the hazards to them.	Club Safety Officer.	Ongoing	
Trailing/Towing boats on public roads	Driver, passengers other road users, pedestrians.	Normal road rules will apply to club members using vehicles as part of club activities. As such all drivers must be licensed and insured for the task they are planning to undertake and their vehicle must be of suitable capacity for towing operations. In addition the following procedures should be in place; Boats must be securely fastened to their trailer on public roads. This includes the winch connection, a bow line attached to the trailer, a strap over the boat's centre and the trailer securing bar. Any items transported in the boat should be physically attached to the boat in such a way that they cannot move during transit. Trailers must carry a working lighting board at the rear of the boat.	Ensure Insurance/Driving Licence covers towing	Towing Driver.	Before towing/travel	

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Lifting injury	Boat crew	Cox to ensure that sufficient able bodied persons are available to lift the boat off the trailer	Person in charge of the session to assess capability of the crew to lift boat on and of trailers. Consider using trailer winch if so required.	Cox / Safety officer	Before start of rowing session	
Other Water users	Rowing Crew Public	Cox to ensure that passage route does not unnecessarily cross Navigation channels. Keep constant watch for other water users. Keep out of areas used by yachts during events.		Cox	Before start of rowing session	
Semi submerged, and submerged objects not identified on charts	Rowing Crew	Cox to keep constant watch for any stray submerged/partial submerged objects.  Inform coast guard of any such unidentified objects.		Cox / Club safety officer	During session	
Boat sinking Injury/fatality	Boat crew	Sea state and forecast checked as per Pre-Row Check List. Boat equipment checked as per Per-Row Check List. Surf assessed by cox prior to launching. Coxes and non-swimmers always to wear lifejackets. Crew advised to wear lifejackets, (mandatory during night rows). Cox to have local knowledge of tide, sea state and navigational dangers. Contingency safe landing sites to be in place. Unusual rows, such as endurance events to be Risk Assessed. Emergency services to be informed by VHF.	Safety briefing at start of season and all new members	Boat crew / Club safety officer		Arrange for Winter rowing briefing.

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Capsize	Boat crew	As per 'Boat sinking' and in addition: Cox to avoid entering inside the surf line except when landing the boat. Cox to maintain a look out for freak waves and wash from other vessels. Cox to assess the sea conditions prior to entering tide races (local tide races are marked on the local chart). Cox to make an assessment of surf when landing on the beach. If prudent pull off and land at contingency location. All crew to obey Cox's orders at all times especially when inside the surf line. Crew to keep rowing to Cox's orders to ensure the boat maintains steerage. Crew to disembark to the Cox's instructions and pull the boat ashore.	Safety briefing at start of season and all new members.  MOB refresher to be arranged and RNLI safety talk as required	Cox / Club safety officer		
Grounding Injury/fatality		Refer to 'Boat sinking'	Safety briefing at start of season and all new members.	Boat crew / Club safety officer		
Man overboard		Lifejackets worn or available (see above). Passenger (if carried) or No. 4 rower (who will stop rowing) to maintain sight of MOB and point to give cox indication of location. Call emergency services on VHF Channel 16. Cox to position boat close to the MOB, beam to and up wind of the MOB. Cox to allow boat to drift towards MOB. Ship all oars on retrieval side, except one which may be used to pull the MOB to the side of the boat. Sea condition may require oars available for steering/ stabilisation on non-retrieval side of the boat. All crew remain seated except for no.2 and no.3 who kneel in the boat and assist MOB over the gunnels. Then apply first aid if so required, and return to shore asap.	Safety briefing at start of season and all new members.	Boat crew / Club safety officer		
Injury	Crew	First aid kit on board. Apply first aid. Contact emergency services if necessary.	Update WBRC list of registered 1st aid persons – Book refresher training for Q1 2017	Cox / Boat crew / Club safety officer /Chairman	RYA First Aid refresher training Q1 2017	

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Rowing in fog	Collision/ Grounding Crew injury/ fatality	Row never to be commenced when poor visibility is forecast. Cox to monitor boats position at all times. Cox to monitor visibility at all times. Cox to head to nearest safe landing area if visibility deteriorates. Fog horn/whistles carried. Oar or painter with deadweight available for soundings. Contact emergency services if necessary with VHF.	Safety briefing at start of season and all new members	Club safety officer		
Novice Rowers	Crew, other water users, themselves.	Ensure that novice rowers are accompanied by competent crew a minimum of two + a competent cox.  They wear life jackets at all times when out on the water	Safety Induction prior to 1 <sup>st</sup> rowing session on the water. On-going safety instruction, encourage participation in safety talks/tours. e.g. Coastguard/RNLI Station visits.	Club Safety officers/Club officials/Cox	Every time new member joins.	
Junior Rowers –  *Refer to specific risk assessment	Crew, coaches, other water users, themselves.	Ensure that junior rowers are accompanied by competent adult cox/coach.  Juniors all wear life jackets at all times when out on the water  Adhering to WSRA guidelines.  Qualified Level 2 British Rowing Coaching team x4 Use of SSC Safety RIB to assist with training and coaching of Juniors  Welfare Officer.	Specific risk assessment for junior rowers. Ongoing DBS Checks.	Safety officer. Welfare officer. Coaches. Junior Coordinator  Club Committee		Ongoing.  Specific RA and Safety induction being developed  Arranged coaching course.
Disabled Participants/ InSport Rowers  *Refer to specific risk assessment	Crew, coaches, other water users, themselves.	Please refer directly to InSport risk assessment and individual risk assessment for each participant.		InSport officers/ coaches / InSport Coordinator / Chairman	Every Time before each session	Ongoing RA and Safety induction being undertaken for each session