



CYMDEITHAS RHWYFO  
MÔR CYMRU  
WELSH SEA ROWING  
ASSOCIATION

WSRA Safety Officer TONY PETERS  
Email [health-and-safety@welshsearowing.org.uk](mailto:health-and-safety@welshsearowing.org.uk)

## Safety Audit Form for Club Activities

To be completed by club official and forwarded to WSRA

Name of club **Wisemans Bridge Rowing Club**

Name and address of safety officer

**Mark Kemp. Trees Caravan Park, Sardis Road, Stepaside, Narberth, Pembrokeshire SA67 8JT.**

Audited by **Mark Kemp**

Date of Audit **14 April 2019**

Position **Safety Officer**

Telephone No **01834 814211**

	<b>Yes</b>	<b>If not when</b>
<b>1.0 Has the Club appointed a Safety Officer</b>	Yes	.....
1.1 Is the safety officer a member of the club?	Yes	.....
1.2 Is water safety regularly reviewed by the club?	Yes	.....
<b>2.0 Is a list of emergency contacts prominently displayed together with the location of the nearest telephone?</b>	Yes – in container and in boat	
<b>3.0 Is there a fully stocked and accessible first aid box?</b>	Yes	.....
3.1 Are the contents of the box checked and shortages rectified? Yes	Yes	.....
3.2 Date of last check?	10/03/19	.....
<b>4.0 Are the following readily available?</b>		
4.1 Thermal exposure blankets	Yes	.....
4.2 Throw bags	Yes	.....
4.3 Lifejackets	Yes	.....

		Yes	If not when
<b>5.0</b>	<b>Is the club a WSRA affiliate with civil liability cover?</b>	Yes	.....
<b>6.0</b>	<b>Navigation Rules</b>		
6.1	Are there clearly defined rules for the safe use of your local water on display along with supporting diagrams as necessary showing any danger spots?	Yes	.....
6.2	Is there a formal method of advising / instructing members of the above rules and the reasons for them?	Yes	.....
6.3	Is an accident log available, used and available for Inspection?	Yes	.....
6.4	Is a log of outings along with a record of conditions and risk assessments maintained?	Yes	.....
6.5	In the event of incidents involving damage to equipment or injury to persons is a report sent to the WSRA Safety Officer.	Yes	.....
<b>7.0</b>	<b>Equipment</b>		
7.1	Is there a bosun or a system in place to ensure that all equipment is kept in good working order?	Yes	.....
7.2	Is all rowing equipment checked for safety before each outing?	Yes	.....
7.3	Is there a damage repair log?	Yes	.....
<b>8.0</b>	<b>Health and Safety Checks.</b>		
8.1	Are swimming tests carried out?	No	.....
8.2	If not, is a statement of swimming proficiency demanded of members or their guardians?	Yes	.....
8.3	Does the club ask for a statement from members disclosing any medical conditions and confirming their fitness to row/cox?	Yes	.....
<b>9.0</b>	<b>Supervision</b>		
9.1	Are your coach's members of the WSRA?	Yes	.....
9.2	Have your coaches an approved coaching qualification? Please give % of coaches with qualification	Yes 8%	.....
9.3	Are your coaches fully aware of the responsibilities and fully conversant with safety practices?	Yes	.....
9.4	Are safety boats equipped with safety aids?	Yes when used.....	
9.5	Do coaches/coxs wear lifejackets when on the water?	Yes	.....
<b>10.0</b>	<b>Local conditions</b>		
10.1	Has a risk assessment specific to the clubs rowing environment been carried out?	Yes	.....
10.2	Do any particular hazards exist that are specific to the club or its location and does a procedure exist to counteract them?	Yes	.....

		<b>Yes</b>	<b>If not when</b>
<b>11.</b>	<b>Safety Equipment carried on all outings.</b>		
11.1	Are flares carried at all times?	Yes	.....
11.2	Is a VHF radio or a mobile phone in a waterproof case carried at all times?	Yes	.....

<b>12</b>	<b>Night time Rowing</b>		
12.1	Is a fixed light carried on the boat during all night rowing sessions?	Yes	.....
12.2	Is a torch with a powerful beam carried on all sessions?	Yes	.....
12.3	Has a detailed night specific risk assessment been carried out?	Yes	.....

<b>13.</b>	<b>WSRA Rules</b>		
13.1	Does the club follow the WSRA rules?	Yes	.....
13.2	Does the club ensure that its members are aware of and follow the WSRA rules?	Yes	.....

# WSRA Feedback Report

In the event of non compliance any of the following actions *may* be taken by the WSRA.

1. You will be asked to rectify the non compliance within an agreed period of time.
2. You will be asked to rectify the non compliance immediately.
3. A total suspension of water based activity may be imposed until the non compliance is rectified.

**A**

**Non compliance has been observed against the following item references.**

Time frame for rectification

**B**

**Because of non compliance with the following item references, no water based activities may be carried out until compliance is achieved**

.....  
.....  
.....  
.....  
.....  
.....

**C.**

## **CERTIFICATE OF COMPLIANCE.**

**This is to certify that based on the responses provided by**

..... **Club**  
**Their safety procedures comply with the requirements of the WSRA.**

**Signed:** ..... **WSRA Safety Officer**

**A, B or C deleted as applicable**