

<b>Club Risk Assessment</b>							
<b>Event</b>		<b>Maidenhead Rowing Club</b>			<b>Date:</b>	<b>23rd June 2020</b>	
<b>Author</b>		<b>Club Rowing Safety Advisors (Diane Steel/ Chris Sneller)</b>			<b>Rev:</b>	<b>Draft/ V2</b>	



No:	Hazard	Reduce probability a Hazard causing a Hazardous Event		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 Captain	Club Committee	Club RSA	Coaches	Coxes	Rower	Steerer	Launch Driver	other	

**Environmental Conditions**

1	<b>Rough water</b>	Stay in sheltered water Use larger boats 4x+ or 4+ etc. Keep inexperienced rowers off the water Cancel rowing if conditions unsafe	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Capsize or swamping	Ensure all rowers have done a capsize drill Provide safety launches with qualified drivers Have available first aid kit both on the launch and at the boathouse	Hold regular capsize s Maintain training and equipment Periodic checks on launch safety kit Provide information on this approach via Safety Plan	Rowers get wet and cold Risk of hypothermia Drowning Death Boat Damage	2	C	Low	X		X	X	X	X	X	X				
2	<b>Fast stream / Flooding</b>	Refer to Club safety rules Use Guagemap Refer to EA River Status Boards Use larger boats 4x+ or 4+ etc. Keep inexperienced rowers off the water Cancel rowing if conditions unsafe	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe Safety flagged board system	Crews unable to navigate safely along our reach Capsize, Swamping, Collision	Ensure all rowers have done a capsize drill Provide Launches with qualified drivers on water when above certain flow Have available first aid kit both on the launch and at the boathouse	Hold regular capsize drills Maintain training and equipment Periodic checks on launch safety kit Provide information on this approach via Safety Plan	Rowers get tired, fatigued, wet & cold Risk of hypothermia Drowning Death Boat Damage	3	C	Moderate	X		X	X	X	X	X	X				
3	<b>Hot sunny weather</b>	Avoid outings in the middle of the day Ensure rowers are appropriately dressed and use sunscreen Ensure rowers carry water and drink regularly Encourage rowers to wear hat and shades	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Rowers suffer hyperthermia (sun stroke) Dehydration Sunburn	Seek medical treatment if severe	Ensure that first aiders, etc. are competent and properly equipped.	Hyperthermia (sun stroke) Dehydration Sunburn	3	B	Low	X		X	X		X						
4	<b>Foggy</b>	Cancel rowing if fog is dense or can not see the steps beyond the Brunel railway bridge from the club pontoons If rowing takes place ensure that rowers are correctly dressed in high viz and have white lights on both bow and stern of boat	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Collision/ Capsize	Ensure all rowers have done a capsize drill Have Launch with qualified driver Have available first aid kit both on the launch and at the boathouse	Hold regular capsize drills Maintain training and equipment AND periodic checks on launch safety kit	Rower(s) get wet and cold, Risk of hypothermia Boat Damage	2	B	Low	X		X	X	X		X	X				
5	<b>Windy</b>	Look at weather forecast for wind and gusts Use large boats 4x- 4- etc. Experienced rowers	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Capsize Swamping Collision	Ensure all rowers have done a capsize drill Have Launch with qualified driver Have available first aid kit both on the launch and at the boathouse	Hold regular capsize drills s Maintain training and equipment Periodic checks on launch safety kit	Rowers get tired, fatigued, wet & cold Risk of hypothermia Boat Damage	2	C	Low	X		X	X	X	X	X	X				
6	<b>Snow and ice</b>	Ensure that the pontoons are prepared for ice with salt Use large boats Ensure rowers are dressed correctly for the conditions	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Slipping on the pontoons Rowers suffer Hypothermia	Have launch cover with correct equipment for conditions Seek medical attention	Ensure supply of salt Have first aid kits available	Hypothermia Physical injury from slip/fall	3	B	Low	X		X	X	X	X	X	X	X	X		
7	<b>Rain</b>	Ensure rowers are dressed correctly	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Rowers will get cold and wet Swamped	Ensure all rowers have done a capsize drill	Hold regular capsize drills Periodic checks on launch safety kit	Cold and Wet	1	E	Moderate	X		X	X	X		X					
8	<b>Hard River Banks</b>	Capsized crews have difficulty escaping river	Rowers informed of hard banks and safe egress routes in the event of a capsize via the Safety Plan and reach navigation map.	Inability to safely egress the river in event of capsize	Ensure all rowers complete capsize drill Ensure rowers are aware of safe egress points. Have Launch with qualified driver on water when conditions require	Hold regular capsize drills Periodic checks on launch safety kit	Cold and Wet Risk of hypothermia	2	C	Low			X	X		X						
9	<b>Night Rowing</b>	Ensure rowers are dressed correctly in high viz Ensure rowers have read the safety rules for night time rowing Include only experienced rowers Use big boats +4 x4 etc. Ensure boats are lit both bow and stern with white lights	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe	Collision Capsize	Have Launches with qualified drivers on water	Regular boat maintenance Periodic checks on launch safety kit Regular correspondence on night time rowing rules	Injury Boat damage	2	B	Low	X		X		X		X	X	X	X		

10	<b>Wildlife</b>	Rowers encouraged not to disturb wildlife Goose wires on pontoon	Goose wires put up at end of each session	Collision Capsize Attack Slip / Fall on Pontoon due to bird soiling	Provisions for first aid	Awareness of wildlife on the reach in all seasons Regular maintenance of goose wires	Injury Boat damage	1	B	Low			X		X	X	X		
11	<b>Sudden bad weather causing un-rowable and/or dangerous conditions</b>	Any crews on the water need to move into a more sheltered area and return to club carefully and as quickly as possible Crew members need to have checked the weather forecast before the outing Ensure Coxes are wearing correct life jackets for their type of boat Ensure that the steerer or cox especially knows what to do in these conditions	Steerer of boat or cox decides if conditions are unsafe	Boats capsize or are swamped	Safety launch cover available	Hold regular capsiz drills Periodic checks on launch safety kit	Cold water immersion leading to mild hypothermia	2	C	Low	X		X		X		X		
12	<b>Possibility of electrical storm</b>	Suspend / resume the outing following the British rowing 30/30 rule: outing should stop when the flash-to-bang count is 30 seconds and should not resume until 30 minutes after the last lightning Crews should leave the water immediately - on average a typical storm moves at 40 km/h giving approx 15mins to seek proper shelter	Ensure that Crews know what to do in these conditions.	Rower struck by lightning	Provisions for first aid, medical treatment, and casualty evacuation to hospital.	Ensure that first aiders, etc., are competent and properly equipped.	Electrical burns, shock Serious injury Death	4	B	Moderate	X		X	X	X		X		
<b>Other water users</b>																			
1	<b>Other boats on the water - Cruisers, Canoes, Kayaks, Paddle boards</b>	Rowers comply with the navigation rules Keep a good lookout	Ensure rowers know the navigation rules Navigation rules on display in boathouse Briefings and reminders to rowers to keep a good lookout	Collision / Capsize	Bow balls, heel restraints and buoyancy compartment aids need to be checked before boating	Hold regular capsiz drills	Injury Boat damage	2	C	Low	X		X	X	X		X		
2	<b>Fishermen</b>	Rowers keep a good lookout for fishermen on the bank	Keep aware at all times	Entanglement	Rowers to be aware & mindful of fisherman on bank	Hold regular capsiz drills Rowers to be aware and avoid fishing lines if possible	Injury Boat damage	2	C	Low					X		X		
3	<b>Swimmers in the river</b>	Keep a good lookout and listen to the surroundings	Keep aware at all times	Collision / Capsize	Rowers to be aware & mindful of the likely presence of swimmers on hot days particularly by the steps	Hold regular capsiz drills Rowers to be aware and avoid swimmers	Injury to swimmers and rowers	2	C	Low					X		X		
<b>Local Environment</b>																			
1	<b>Overhanging trees</b>	Train rowers to keep a good lookout and stay away from the bank	Keep rowers informed of any fallen trees	Rowing into a tree and becoming entangled Capsize	First aid treatment	Hold regular capsiz drills Report fallen/ overhanging trees Maintain First Aid equipment	Minor injury (scratches) Hypothermia if cold	1	B	Low			X	X	X		X		
2	<b>Biological contamination of the water</b>	Rowers avoid undue skin contact with the water Cuts and scratches are kept covered	Information for members and notices	Contact with Biological contamination of the water	Availability of showers and washing facilities. Infected rowers seek medical attention	Information for rowers Well maintained first aid kit	Water borne diseases (e.g. Weil's disease) Sepsis if open skin becomes infected	3	A	Low			X	X		X			
3	<b>Weir</b>	Steer clear of weirs, particularly in fast flowing water	Designated turning positions as outlined in Club Safety Plan and on Reach map	Too close to the Weir can result in inability to escape from the flow of water. Capsize	Ensure all rowers have done a capsiz drill Launch cover available in fast flowing conditions	Rowers instructed to turn at entrance of the cut a distance up from the weir at Bray lock	Hypothermia if cold Drowning Death Boat Damage	4	B	Moderate			X	X	X		X		
4	<b>Large Debris in River</b>	Rowers to keep a good look out for debris in the river. Especially after a storm.	Keep aware at all times	Capsiz Collision	Rowers to be aware & mindful of the likely presence of debris in the river	Hold regular capsiz drills	Damage to boat Personal Injury	2	C	Low					X	X	X		
5	<b>Collision with road bridge</b>	Refer to Guagemap for flow Decision on strength of stream, if stream is too strong (Red/Amber) then stay club side of the bridge. Use larger boats 4+ or 4+ etc. Keep inexperienced rowers off the water	Club Captain, Safety advisor, Coach, Cox or a Steerer decides if conditions are unsafe Refer to Safety plan	Collision with A4 road bridge buttress Capsize	Ensure all rowers have done a capsiz drill Ensure boats are well maintained and have bow balls Have available first aid kit - both on the launch and at the boathouse	Hold regular capsiz drills Regular boat maintenance	Damage to boat Capsize	2	C	Low			X	X	X		X		
<b>Around the boathouse (including handling boats on land)</b>																			
1	<b>Boat Handling</b>	Train rowers how to handle boats correctly Rowers to be aware of boats being handled nearby	Ensure rowers follow handling rules	Injury caused by boat handling on land	Provision of a comprehensive first aid kit in the boat house Repair damaged boats	Maintain First Aid training and equipment Maintain boat repair equipment and skills	Minor personal injury Damage to boat	2	c	Low			X				X		

2	<b>Congestion in the boating area</b>	Ensure squads follow their allocated time slot Maintain patience and wait for your turn	Ensure that rowers and coaches know their squad times	Injury caused by collision with being handled Boats getting damaged	Be aware of your surroundings	Stay alert at all times	Minor personal injury Potential damage to boat	2	C	Low			X	X		X		
3	<b>Boats being moved in the presence of pedestrians and cyclists on tow path</b>	Keep a good lookout for members of the public	Keep alert at all times	Collision of boat with cyclist or pedestrian.	Be aware of your surroundings	Stay alert at all times	Minor personal injury Potential damage to boat	2	C	Low			X			X		
4	<b>Trailer loading and unloading</b>	Ensure rowers / coaches know how to load boat trailers Follow boat loading plan for trailer issued for the event.	Briefings from trailer planner and reminders to rowers/coaches on how to correctly load and unload the trailer.	Injury caused when loading boat trailers	Provision of a comprehensive first aid kit in the boat house Follow trailer plan Repair Boat Damage	Maintain First Aid training and equipment Maintain boat repair equipment and skills Maintain Truck and Trailer	Minor personal injury Potential damage to boat	2	B	Low				X		X		X
5	<b>Truck and Trailer driving to and from events</b>	Experienced Trailer Driver Crews to ensure boat is correctly positioned and tied on. Check trailers lights and connections before leaving the club and event	Driver ensures boats are load correctly and tied correctly	Boat falls of trailer when driving Trailer not connected to Truck correctly Trailer lights not working	Be aware of your surroundings Repair Boat damage Drive to undertake a walk around the trailer before setting off	Maintain Truck and Trailer Maintain boat ties	Injury to members of the public Injury to other vehicle Boat damage	4	B	Moderate	X					X		X
<b>Going afloat and landing</b>																		
1	<b>Boats afloat</b>	Ensure Coaches and crews have read the Safety plan and circulation plan before going afloat Use EFA to log your boat out and back in on return	Provide & keep updated Club Safety Plan Club Safety Plan available on Club website	Capsize Collision Incorrect navigation of reach Extreme weather Damaged equipment	Crews, coxes have knowledge of Club Safety Plan Ensure rowers go afloat & row to their ability & competence level	Hold regular capsize drills Check equipment prior to use Report damaged equipment on efa Regular maintenance on boats & equipment	Capsize Cold water immersion leading to mild hypothermia Injury due to entanglement	2	D	Moderate	X		X	X	X	X		X
2	<b>Adaptive boats afloat</b>	Individual risk assessments required for each rower.	Review if change of circumstances	Capsize Collision Sinking, Getting free of the boat	Ensure coaches / Launch drivers are conversant with : - up-righting an inverted boat with rowers who are strapped into seats, - understand the method of rowing straps release - carry a safety knife (and spare knife on a lanyard), to cut straps at the attachment point to seat frame.	Ensure that there is sufficient safety cover on the stretch. Check equipment prior to use. Maintain First Aid training and equipment	Capsize Cold water immersion (hypothermia) Drowning	2	D	Moderate	X		X	X		X		
3	<b>Accessing the boat once afloat</b>	Train rowers to understand how to set up boat and access correctly once on the water. Ensure rowers stand on correct part of the deck when boating Protective rubber barriers on edge of landing stage	Instruction given to new rowers Reminders and briefings to rowers where required	May lead to excessive load on a weak area of the boat Damage to boat	Effective instruction to avoid damage to boats	Maintain boat repair equipment and skills Maintain protective barrier on edge of landing stage	Boat damage	3	B	Low				X	X		X	
4	<b>Items taken within the boat when afloat</b>	Ensure all dry bags, phone cases etc. are secured	Securing such items to the boat to prevent interference with moving parts.	Phone case / dry bag interfering with slide resulting in capsize	Safety briefings Detailed in Club Safety Plan	Observations and highlighting to rowers when not securing such items adequately	Capsize Cold water immersion leading to mild hypothermia Injury due to entanglement	2	B	Low			X			X		
5	<b>Rowing attire and Hair</b>	Ensure long hair secured in Bun or plaits. Ensure tight fitting clothes No Hoodies or clothing with open pockets No thick clothing	Secure long hair in a bun or plait - not a pony tail Give advice on suitable clothing and direct them to the supplier	Long hair getting caught in rigger in event of capsize Catch blades in pockets leading to capsize Clothing drags you down on Capsize	Safety briefings Detailed in Club Safety Plan	Observations and highlighting to rowers when not wearing correct attire	Capsize Cold water immersion leading to mild hypothermia Injury due to entanglement	2	B	Low			X	X		X		
<b>Faulty, incorrectly set and poorly maintained equipment</b>																		
1	<b>Boat not adjusted for rower correctly e.g. Foot plate not positioned correctly</b>	Rower to ensure correct adjustment before going afloat Instruction given to new rowers	Ensure rowers and coaches understand the setup Reminders and briefings to rowers where required	Rower suffers musculo-skeletal injury	Direct the rower to the correct medical treatment	Maintain boat adjustment training	Musculo-skeletal injury	2	C	Low			X	X		X		
2	<b>Boat not set up correctly e.g. Gates not closed, Blades not positioned correctly, Foot plate not tightened Hatch covers not secured etc.</b>	Rower to check boats thoroughly before going afloat - check hull, bow ball, gates, hatch covers, footplates, heel restraints etc.	Ensure rowers and coaches understand the setup & pre boating checks required Instruction given to new rowers	Capsize	Ensure all rowers have done a capsize drill Have first aid kit available Provision of first aid	Maintain boats & equipment	Capsize Cold water immersion (hypothermia)	3	B	Low			X	X		X		
3	<b>Inadequate use and checking of a Personal Floatation Device (PFD)</b>	PFD subject to regular checks and maintenance Cox/Launch drivers know how to check PFD Which type of PFD their boat requires How to operate PFDs in emergency	Regular checks of PFDs carried out.	Failure or malfunction when needed in emergency event	Monthly checks of PFDs conducted. Annual service of PFDs conducted	Records kept of checks completed. Any defects identified, PFD taken out of service and repaired / replaced	Injury from capsize Drowning Getting stuck in a Bow Loader	3	B	Low			X	X	X			X
<b>Use of Club indoor training</b>																		

1	<b>Cardio / Ergo Room</b>	Ensure member knows how to use the ergo and Watt bikes equipment correctly Ensure member is feeling fit and well	Display posters showing correct use of equipment Offer training sessions on correct use of equipment as required	<b>Over exertion, Feeling unwell, Muscle - skeletal damage</b>	First aid treatment, Not using equipment alone Provision of instruction in safe use of equipment where appropriate	Maintain equipment regularly and report any problems	Injury / Illness of various levels	2	<b>C</b>	Low			X	X	X					
2	<b>Gym &amp; Conditioning room</b>	Ensure member knows how to use the Gym equipment correctly & within capability Ensure member is feeling fit and well	Display posters showing correct use of equipment Offer training sessions on correct use of equipment as required	<b>Over exertion, Fall Feeling unwell, Muscle - skeletal damage</b>	First aid treatment, Not using equipment alone Provision of instruction in safe use of equipment where appropriate	Maintain equipment regularly and report any problems	Injury / Illness of various levels	2	<b>C</b>	Low			X	X	X					
<b>Level of Fitness and Pre Existing Health Conditions</b>																				
1	<b>Pre-existing health conditions or low level of fitness on land</b>	Coaches and or crew aware of any pre-existing health conditions or low levels of fitness of member. If feeling unwell person opts to abort training session Member carries with him/her any medical equipment needed	Ensure Coaches and Safety Advisers aware of members with any pre-existing health conditions. Crew members know what to do in case of collapse	<b>Collapse or illness of rower on landing stages (e.g., asthma attack or serious fall)</b>	Provide first aid Alert medical services	Provide information & awareness of pre existing health conditions for coaches Maintain First Aid training and equipment Members give details of health problems on application form	Health implications for rower	3	<b>B</b>	Low	X		X	X	X	X			X	
2	<b>Pre-existing health conditions and low levels of fitness during outing</b>	Coaches and or crew aware of any pre-existing health conditions or low levels of fitness of crew members. If feeling unwell crew member opts to abort outing If crew member feels unwell during outing they alert other crew members and then return to the boathouse Crew member carries any medical equipment needed	Ensure Coaches and Safety Advisers aware of members with any pre-existing health conditions. Crew members know what to do in case of collapse Crew members have a knowledge of where emergency services can access the river. Crew able to safely and quickly return the boat to land depending on the severity of illness/collapse	<b>Illness or collapse of a rower on the water</b>	Prevent rowers likely to collapse from rowing in a 1x Provide safety launches with qualified drivers if deemed appropriate Provision of first aid Alert medical services	Provide information & awareness of pre existing health conditions for coaches Ensure launches maintained and drivers competent Maintain First Aid training and equipment Members give details of health problems on application form	Health implications for rower	3	<b>B</b>	Low	X		X	X	X	X			X	
<b>Club use and Car park</b>																				
1	<b>Fire</b>	Fire Risk Assessment Fire Safety inspections	Existing fire prevention and control measures as outlined in Club Fire Risk Assessment	<b>Uncontrollable fire</b>	Automated fire alarm Self closing fire doors Fire Extinguishers Emergency escape lighting Fire escape routes & signage	Fire Emergency plan Regular inspections by maintenance / Premises Team	Smoke inhalation Death	4	<b>A</b>	Low	X	X	X							X
2	<b>Flammable/explosive gas canisters for barbeque</b>	Store spare canisters away from ignition source in locked cage	Ensure Fire exits are clearly marked and fire doors are not obstructed in any way	<b>Fire/explosion</b>	Place fire extinguisher/s near BBQ Provisions for first aid, medical treatment, and casualty evacuation to hospital.	Ensure that first aiders, etc., are competent and properly equipped. Ensure Fire extinguishers are regularly maintained	Burns	1	<b>B</b>	Low	X	X	X							X
3	<b>Unauthorised Access to Club Premises</b>	Key code access system CCTV	Key code changed frequently - only known to Members	<b>Theft of items Injury to person accessing Premises Arson</b>	Key Code access only CCTV available Fire Alarm system in place	Key code access maintained CCTV available Fire Risk Assessment considers risk of arson	Loss of valuables Injury Distraction of Premises	3	<b>B</b>	Low	X	X	X							X
4	<b>Under age or over consumption of alcohol</b>	Alcohol in Bar is secured and not accessible to anyone under 18 or to anyone who is not a club Official or Bar / Catering Staff	Refuse to serve anyone suspected of buying alcoholic drinks for someone underage. Return un-accompanied drinks to the bar Refuse to serve anyone considered to be intoxicated	<b>Intoxication due to alcohol</b>	Under 25s age check at Bar. Inaccessible to Members other than Club Officials & Bar/Catering Staff	Ensure that bar staff are adequately briefed	Intoxication Fall / Injury	2	<b>C</b>	Low	X	X	X							X
5	<b>Stairs</b>	Stairs into clubhouse and up to Balcony are equipped with hand rails	Regular maintenance	<b>Slip / Fall</b>	Encourage Members and guests to hold the handrail Passenger lift available for those unable to use stairs safely.	Remind members & guests to use the handrail whilst ascending or descending the stairs.	Injury from Slip / Fall	3	<b>B</b>	Low	X	X	X							X
6	<b>Use of balcony</b>	Restrict glass use on the balcony	Ensure only plastic glasses and bottles to be taken onto the balcony.	<b>Drinking glass dropped from balcony onto member or member of the public</b>	All refreshments served in the bar to be in plastic glasses if taken onto the balcony	Ensure that caterers are adequately briefed	Minor injury	2	<b>C</b>	Low	X	X	X							X
7	<b>Use of Car Park</b>	Parking in orderly manner Drive Slowly Designated area for parking trailers	Members to park orderly in car park	<b>Collision with pedestrian whilst driving in / out of car park Collision with boat trailers and damaging boats</b>	Overspill parking on club side of River Road Car Park maintained to ensure safety	Members aware of other Members and Juniors in Car Park Driving slowly and with care	Injury due to collision with car moving at slow speed.	2	<b>B</b>	Low	X	X	X							X
8	<b>Missing persons</b>	Safeguarding policies both adults and juniors Use of EFA system if rowers do not return	Vigilance from all club members	<b>Missing persons</b>	Notify police of missing person	Refer to safeguarding guidance	Missing person Stress	3	<b>B</b>	Low	X	X	X							X