

# MAIDSTONE INVICTA ROWING CLUB

## Maidstone Invitational Event

### SAFETY PLAN

Sunday 6<sup>th</sup> October 2019

River Medway at Maidstone, Kent

#### What is it?

A processional timed course for recreational crew boats over approximately 6000m between Maidstone town center and Springfield on non-tidal water on the River Medway in Maidstone, Kent, organised by Maidstone Invicta Rowing Club (MIRC) and run using the guidance in Row Safe.

#### Participants

The event is open to any gender appropriate for the event entered, and to any BR affiliated rowing club. The event is open coxed quads. All competitors must be registered with British Rowing.

#### Safety duties of event officials

The Event Rowing Safety Adviser (ERSA) is Richard Stokes.

The event Lead Marshal (LM) is Rachel Davies with overall responsibility for the marshals and event.

Safety is the prime duty of all event officials. They will be positioned at the key points on the course and be equipped with short wave radio, and megaphone if appropriate. They should also carry mobile telephones.

Their role is:

- To ensure that the event is run in accordance with the rules and procedures laid down in this Safety Plan.
- To inspect the course and surroundings, in their vicinity, for hazards and suggest any improvement action that may be necessary.
- To study the proposed plan for the running of the event and identify any shortcomings or improvements and communicate these to the Organising Committee.
- To observe competitors and spectators for any behavior likely to cause a hazard and take preventive action.
- To institute any immediate changes to safety practices that they deem may be desirable or necessary and report same to the ERSA and LM.
- To submit a written report on any accident observed or any hazardous action that has taken place to the ERSA.
- To promptly report any urgent or immediate problems on the day of the event to the ERSA and/or LM.
- To use their 'best endeavours' to ensure that the advice contained in Row Safe is followed by the event and competitors.

#### Training of officials

As the event takes place on a single day, training in safety can only be carried out to a limited degree mainly with respect to specific hazards. The committee will therefore only use helpers who are competent for their tasks or, under strict supervision.

## **Emergency Assistance**

If safety help or emergency services are needed the event officials on the spot should decide whether they should summon safety boat support either directly or via the LM, or should dial 999. Preference is to contact the LM by radio or phone (as he/she is best placed to direct assistance to the correct location), relaying if necessary via other officials, stating the type and location of the accident that has occurred and the help that is required. If summoning the emergency services the location should be clearly stated by reference to the nearest road access e.g. 200m from Moncktons Lane going towards Allington Lock, or, at Springfield 200m from Moncktons Lane towards Maidstone etc.

### **Vehicle access points to the course:**

- **Finish area:** Moncktons Lane, ME14 2PY. Town/Towpath side.
- **Opposite the Rowing Club:** LA Fitness (also entrance to Whatman Park) ME16 0SN.
- **MIRC Clubhouse:** James Whatman Way, ME14 1LQ. Town/Towpath side.
- **Start area:** Archbishops Palace, Bishops Way, ME15 6YE. Town/Towpath side.

## **First Aid**

First Aid will be provided by a qualified First Aider, Clive Harlow, positioned at MIRC Clubhouse with access to the course via a bike if needed and who will be in radio communication with the LM and event officials.

## **Casualty Department**

The nearest is at Maidstone Hospital, Hermitage Lane, Barming, reached via the A26 Tonbridge Road or via the A20 London Road.

**Telephone 999** in an emergency and state which service is required.

## **Safety Boat**

A minimum of one safety boat will be positioned on the course, and should have equipment bags as per the British Rowing Row Safe guidelines and survival blankets. Driver should be RYA level 2 qualified or have been approved by the Organising Committee as competent. Locations of safety boat is shown on course map. Safety boat will be equipped with radio and can be summoned by a course marshal or the LM as appropriate.

## **Row Safe**

All competing boats and crews are expected to comply with the minimum standards set out in the British Rowing 'Rules of Racing' and 'Row Safe'. A event Control Commission will be in place to carry out a random check on boats and will prevent crews boating if necessary. Particular attention will be paid to bow balls (in good condition), heel restraints if applicable (shoe heel not able to rise higher than horizontal to the shoe fixing to the stretcher), steering, lifejackets and appropriate crew clothing. This however does not relieve coaches and clubs from their responsibility to enter only competent crews and "safe" boats that are able to deal with all prevailing conditions and potential event situations.

**Hazards and Risk reduction.** These have been identified in the Invitational Event Risk Assessment which is available on the Maidstone Invicta Events website page

<http://maidstoneinvicta.co.uk/maidstone-invitational/>.

A summary together with the actions required is as follows:

- **Conditions on the day:** Weather conditions and water condition. Should the weather be particularly inclement a decision will be taken by the LM in consultation with the

ERSA as to whether the start of the event should be delayed or in an extreme case, cancelled.

The condition of the water will be inspected and a decision taken by the LM/ERSA as to whether conditions are suitable for the event to proceed.

In the event of a thunderstorm the event organisers will use the 30/30 criteria to decide on whether to suspend and when to restart racing.

- **Movement of boats within the trailer park, boathouse area and launching area:** Marshals will be responsible for ensuring that boats are brought to the launching area in an orderly fashion with boats for launching kept back from the ramp gates until those coming off the water are clear. Supporters and others must be warned to keep clear. Marshals must ensure that boats are launched without delay and not left unattended. Adjustments must be carried out away from the launching area.
- **Moored boats:** Competitors should note that there are moored boats at various places along the river bank.
- **Capsize:** Should a capsize occur the nearest event official shall contact the safety boat for assistance by a method agreed before the event with the LM, meanwhile making the area safe by advising the LM (who will give notice to all other officials), forewarning other competitors approaching the area and rendering assistance.
- **Other boat movements on the course or on the approaches:** The river is not subject to a closure. A Notice to Mariners will have been issued by the Environment Agency advising that the event is taking place, the Canoe Club notified and MRUA notified. All officials should be aware that a boat entering the course is possible and should it occur they must contact the LM. Meanwhile request the boat to pull over, in a safe place, to allow the event to continue. In the event of non-cooperation, advise the LM immediately and assess whether the event should be stopped.
- **Crews marshalling at the start and finish:** At the start, bank marshals will instruct competitors to form up in numerical order and keeping the centre of the river clear. At the finish, competitors must row clear of the finishing line and wait until instructed by the marshals when it is safe to turn. The centre of the river must be kept clear. Competitors disobeying this rule may incur a time penalty.

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#### **Dangerous behavior:**

Marshals, other officials and umpires should warn competitors whose behavior could impair the safety of themselves and others and details should be recorded. The LM must be informed. Persistent offences can be identified and appropriate disciplinary action taken which can consist of disqualifying the competitor, crew or whole club concerned.

#### **Event Suspension:**

In the event that an incident arises which means that the division is not able to safely continue, then the following actions should be followed by event officials. A likely incident causing a suspension of rowing will be either a capsize or collision (or both) which causes either a total or partial obstruction to the course. Under these circumstances the closest event official must make a decision as to whether rowing can continue. If the obstruction is only partial it may be possible for rowing to continue with boats being slowed and steered around the incident. This should only be considered if this presents no potential hazard to the rowers concerned in the incident. Also the official's first consideration must be to render assistance to the affected crews until additional assistance arrives, which may mean that he/she cannot keep an eye on other rowing crews.

If there is a judgement that rowing can safely continue ensure that the start, safety boat and other officials are aware of the incident and of the decision before rendering assistance to crews. Officials on the start side of the incident should then warn crews as they pass of the incident

ahead of them and the starter should hold back any further crews from starting until clarification that it is safe to proceed with the event.

In the event that the official on the spot decides that rowing cannot safely continue (and this should always be the fall back decision which will be fully backed by the Event Committee) take the following action.

Put out blanket call to all locations – ‘All Stations, All Stations’.

Give your call sign (name) and location (eg Springfield Bridge).

State ‘STOP ROWING, STOP ROWING, STOP ROWING’

Give reason ‘CAPSIZED CREW IN WATER, CAPSIZED CREW IN WATER’

Ensure that at least one other official acknowledges and then you can get on to dealing with the incident on hand. Other officials hearing this over the radio should take the following action.

STARTER. Stop the start immediately

BANK MARSHALS. Instruct crews to stop rowing and hold their position until the situation has been dealt with.

### **Accident log:**

An accident log will be kept by the event secretary and officials shall provide written evidence to the Event Committee of any dangerous occurrence. Accidents should be reported to BR via the online reporting system.

### **Course safety:**

A plan of the course will be displayed at Crew Registration and at the boathouse, copies of which will be sent to each of the competing clubs with their entry details. The course will be inspected by the event secretary or other agreed person on the day of the event prior to the event commencing. Any new hazards identified will be added to the course plan at Crew Registration.

### **Safety Plan**

A copy of this Safety Plan should be sent to each club with their entry details.

Copies of the Safety Plan will be made available to each marshal, official and umpire who will be briefed on the contents together with their own specific responsibilities before commencement of the event.

The LM and Crew Registration will have a mobile telephone to summon assistance if requested by a event official over the short wave radios.

**Showers are available within the MIRC changing rooms. Competitors are reminded to bring a complete change of clothes with them on the day.**