

Likelihood = L (1 – 5) Severity = S (1 – 5) Risk Level = RL (High Medium Low) H M L		Risk Assessment		Maidstone Invicta Rowing Club MIRC	
Assessed by: A Barker	Date: 6.4.15	Approved by MIRC committee:		Date:	Revision date if applies:
Hazard Potential to cause harm		Risk Who and How		Risk Rating L S RL	
				Control Measures	
				Residual Risk L S RL	

General Rowing	All crew members			10 M	Responsibilities extend from MIRC Director, to Safety Officer, (*or whoever is nominated for river assessment if absent) Coaches and all crew members and parents to ensure safety: NB - Most of these measures extend to Race meetings and Regattas <ol style="list-style-type: none"> 1. Assess river conditions before each outing – All 2. In Adverse weather MIRC Director* decides Red, Amber or Green river conditions, referring to the RIVER FLOW CHART / and assessment of suitability of rowing in general poor weather 3. Amber restrictions apply to some crews / rowers as per Directors* guidance for conditions, and row ability / coxing for younger members and novices before and during outing 4. Assess rowing / coxing ability, General health (i.e. if unwell) and stamina regardless of conditions but especially if Amber and river flow is faster than normal – Coaches / Coxes 5. Coxes and crew must know how to ‘hold up hard’ for an emergency stop 6. Plan routes / restrictions in accordance with river conditions, general weather / debris in the river 7. All crews must observe the rules of the river, be aware of other river users and wildlife 8. All single scullers: a buddy system is strongly advised being in view of another crew or crew member /coach from the bank 9. All crew members must be able to swim 100 metres in light clothing and tread water for 2 minutes 10. All crew members must be coached in capsizing and know to stay with the boat in almost all circumstances and attend a capsizing drill: 3 yearly for juniors 5 yearly for adults. 11. Appropriate clothing must be worn for conditions and time of year – no wellies or boots to be worn in the boat 12. Bailers in the boats, should conditions warrant 	1	5	5 L
Collision	Drowning							
Capsize	Fatality							
Sinking	Injury	2	5					
Drifting	Hypothermia (especially in winter)							
Water spray	Fatigue or exhaustion							

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| | | | | <p>13. Coxes to wear life jackets at all times – NO self inflating life jackets in a bow loading boat – All crew members on a safety boat / launch to wear a life jacket. All life jackets to be serviced and in good working order</p> <p>14. Safety bag and throw lines and extra life jackets to be in the safety boat or launch and a BRA approved safety bag.</p> <p>15. Only suitably qualified persons to operate the launch / safety boat, via RYA course or have been trained by a competent person to the clubs required standard</p> <p>16. Throw lines to be carried by coaches, or helpers involved with crews from the bank – and know how to use them.</p> <p>17. Radios or mobile phones (in a water proof pouch) to be used in the safety boat or launch, and by coaches on the bank, and / or Cox</p> <p>18. Cox boxes to be used and to be in good working order – priority in an 8.</p> <p>19. First Aiders to be identifiable by all MIRC members, all coaches and as many crew members as possible to know basic first aid / life saving procedures in the case of an emergency and the procedure should a crew member, or observer (as in the case of events) go into the river (All injuries including minor -to be entered into the accident book) NB All crew members to have change of clothes and a towel – Welfare Officer may also need to be informed for Juniors</p> <p>20. Symptoms for Weils disease to be known, all crew members to wash hands before eating after an outing – if a crew member has fallen in the river they must shower and inform their GP if worried.</p> <p>21. Contact / safety points to be known along the river and numbers in case of emergency – On the Safety Notice-board on to be known by first aiders / coaches</p> <p>22. High visibility vests to be worn in Bow, if mist foggy or poor light conditions Experience rowers only if dark, High visibility vests to be worn and lights to be added to the boat</p> <p>23. All Boats to be safety checked for damage BEFORE going on the river</p> <p>24. All boats to be washed inside and out after use, to preserve condition, to enhance performance and safety and to check for damage</p> <p>25. Any damage observed or caused before / during / after an outing must be reported to the Boat Master, to ensure safety, by email or on signing out sheet.</p> <p>26. All collisions – however minor – must be reported INCLUDING public /private vessels even if moored / fishermen</p> | | |
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Fast River Flow Height of river	All Crew Members especially juniors / novices and more risk in winter months	3	5	15 H	Responsibilities extend from primarily the MIRC Director, (*or whoever is nominated for river assessment if absent) to Coaches, Safety Officer and all crew members to ensure safety: Consider General Rowing Control measures 1 - 28 In addition: <ul style="list-style-type: none"> • Experienced Coxes only- if river at Amber but deemed rowable by MIRC Director *- coxes to assess which is the best route and parts of the river to row for safety of the crew and to avoid damage to the boat, with advice of Director*and coach • Experienced rowers only, and those with enough strength and stamina for conditions to avoid exhaustion – this must be assessed by coaches and each crew member is responsible for identifying their fitness level • No ROWING if River ‘RED Boarded’ 	1	5	5 L
Strong Winds	All Crew Members especially juniors / novices	3	5	15 H	Responsibilities extend from primarily the MIRC Director, (*or whoever is nominated for river assessment if absent) to Coaches, Safety Officer and all crew members to ensure safety: Consider General rowing control measures 1 – 28 In addition: <ul style="list-style-type: none"> • If strong winds - rowing should be cancelled for all crews due to High risk to safety • ‘Windy’ conditions must be assessed due to suitability for 	1	5	5 L

Water spray	Boat Damage				<p>experienced rowers and coxes only</p> <ul style="list-style-type: none"> • Suitable windproof clothing to be worn • If weather conditions worsen return to MIRC as soon as possible • Mobile phones to be available for use by coxes, coaches and launch crew if applicable • Coaches or helpers on the bank to have throw lines • IF IN ANY DOUBT DO NOT ROW 			
<p>Visibility: Fog / Mist / dawn / dusk</p> <p>Disorientation</p> <p>Collision with other vessels or the bank</p>	<p>All crew members</p> <p>Injury</p> <p>Drowning</p> <p>Boat damage</p> <p>Hypothermia</p>	3	5	15 H	<p>Responsibility of Coaches and all crew members</p> <p>Consider General rowing control measures plus 1 -28</p> <p>In addition:</p> <ul style="list-style-type: none"> • No rowing if visibility less than 200m e.g. difficulty seeing past the railway bridge from the club steps. • Bow crew members to wear High Visibility vests • Cox or Coach to determine if rowing to commence, or continue • Crew members and Coach to assist Cox with approaching craft • IF IN DOUBT DO NOT ROW 	1	5	5 L

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<p>Manual handling of boats and equipment and storage</p> <p>Dropping boats or equipment</p> <p>Collision with other boats or equipment during lifting and moving</p> <p>Boats or equipment too heavy</p> <p>Slips and trips</p>	<p>All crew members</p> <p>Injury to crew members of varying degrees including skeletal; muscular; cuts and abrasions</p> <p>Damage to boats and equipment</p>	4	3	12 M	<p>Responsibility of all crew members especially Coxes and Coaches</p> <p>See General rowing control measures 24 - 28</p> <p>In Addition:</p> <ul style="list-style-type: none"> • All crew members to adhere to safe lifting techniques from boathouse racks to the river and vice versa – and onto the trailers • Store boats safely and correctly to avoid damage or injury to boat or MIRC members • All crew members to be guided by their Cox to ensure safe movement of the boat, to avoid personal injury and to the boat • Sufficient physically fit crew members to move a boat, responsibility of the Cox and Coach All MIRC crews to be mindful and give assistance if required • All bows to be facing up stream • All crew members to attend training manual handling training if organised and read Manual handling technique poster • Boats to be stored correctly on the racks, and secured to avoid damage, foam or wooden wedges to be used to prevent damage – Racks and Trailers • All trip hazards to be removed from the route including NO blades on the steps • Check for members of the public on the footpath – Cox 	1	3	3 L
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Steps and Launching area Slips and trips Dropping Boat Falling in the water Public Footpath	All Crew Members and the Public Injury to crew members of varying degrees including skeletal; muscular; cuts and abrasions Damage to boats and equipment Injury to Members of the public	3	3	9 M	Responsibility of all crew members especially Coxes and Coaches See General rowing control measures plus: <ul style="list-style-type: none"> • Steps to be cleared of mud and debris and is the responsibility of All club members for the safety of all • In Winter months Salt and Grit to be applied to the route and steps if icy to avoid slipping • Oars to be stored against the club fence, not left on the steps or footpath to avoid slipping / damage and injury to the public, crew members and boats • COX and other crew members to be mindful of the public when moving boats from the club to steps / launch area • All crew to use correct lifting techniques when putting the boat onto the water, and when lifting out (see manual handling above**) 	1	2	3 L
Hot Weather Extreme Heat Insects	All MIRC members Sunburn / sunstroke Dehydration Heat Exhaustion	3	4	12 M	Responsibility of all MIRC members / coaches / parents <ul style="list-style-type: none"> • Suitable sunscreen / hats / sunglasses to be worn • Suitable light clothing • Plenty of drinks available • Cox, coach and each crew member to be aware of deterioration whilst rowing or sculling • Insect repellent advisable 	1	4	4 L

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Cold Weather Cold River Cold winds / chill factor Ice Lightening	All Crew Members Hypothermia (*NB Hypothermia is serious and can lead to death) Slips and falls = injury Potential injury and death	3	4	12 M	Responsibility of all Crew Members / Coaches / Cox / Parents – good communication needed. See General Control measures especially: <ul style="list-style-type: none"> Refer to RIVER FLOW CHART *ref point 2 in General Rowing River temperature and wind chill MUST be assessed. Row Safe guidelines state 1 minute – 1 degree so if river 5 degrees you have 5 minutes to be safely rescued. Stay close to the club and have a buddy system. Suitable warm / windproof clothing to be worn – also consider a life jacket (row safe guidelines). Cox /coach to be aware of deterioration of crew and signs of hypothermia Survival/ thermal blankets to be available Hot drinks to be available after the session and a warm club room Salt and gritting of icy areas SAFETY FIRST if in DOUBT DO NOT ROW 	1	4	4 L

technique					<ul style="list-style-type: none"> • All injuries to be treated and entered into the accident book • Any faults to boat parts and equipment is to be reported to the Boat Master • Seats; runners; oars; shoes and rigging to be checked, adjusted and repaired before and outing • Cox to stop the boat immediately if a crew member 'catches a crab' to assess for injury to crew member – (in a race situation the crew member is responsible for saying if they are too injured to continue) • A good rowing technique is essential to ensure potential injury is greatly reduced, and is the individual responsibility of all crew members, and their coach 			
Gymnasium Weights Ergos	All Crew Members using the Gym Equipment Muscular and skeletal injury Cuts / abrasions	3	2	6 M	Responsibility of all Crew Members / Coaches <ul style="list-style-type: none"> • All training implemented to be age appropriate • All training in the gym to be assessed by ability, strength and stamina • All members to be orientated with the safe use of gym equipment • Juniors must be supervised • All injuries to be recorded in the accident book and treated appropriately with first aid and / or visit to a Doctor 	1	3	3 L

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Trailer/s: Loading and Unloading and Towing Dropping boat or equipment Slips and trips Load too heavy or awkward High trailer racks Road traffic accident	All crew members involved and possible third parties Muscular or skeletal injury Possible bruising, cuts or crushing – bodily injury Damage to boats and equipment Vehicle damage Third party damage or injury	4	5	20 H	Important One Voice = One person coordinating when loading and unloading <ul style="list-style-type: none"> • Sufficient members in attendance to move boats to and from the trailer/s • Safe Manual handling of boats by all to prevent injury • All members in assistance to listen carefully and promptly to coordinator • Recommended to have a visible plan in place when loading several boats and to aid with re-loading after event • Special care to be taken when loading higher racks on the trailers, use of safe steps advisable • Boats to be de-rigged and 8's in two parts before storage on the trailer • All boats and equipment to be secured to ensure safety whilst loading / unloading and before any towing commences • Any extended load must be made visible with safety tape • Trailer/s to be checked regularly for safe use • Trailer/s only to be towed by experienced competent persons • Trailer to be securely fixed and lights /brakes to be checked before journey • Trailer to be towed by suitable vehicle • Highly recommended for a support vehicle to be present on route • All necessary insurance to be in place • Adherence to speed limits for towing • Plan a suitable safe route before journey commences • Banksman always to be used for reversing 	2	5	10 M
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Potential to cause harm	Who and How	L	S	RL		
					L	S RL

Cycling along the river bank / public footpath	<p>Members of the public and cyclist:- Runners, dog walkers, children, other cyclists on the footpath –</p> <p>Risk of collision and injury to both parties</p> <p>Cyclist – potential to fall into the river from the bank resulting in injury or drowning</p>	2	3	6 M	<ul style="list-style-type: none"> It is recommended that a safety helmet is worn by the cyclist Due care and attention when cycling at all times Have a means of good communication in the event of an accident to aid rescue Ensure bicycle is in good working order – brakes work, bell to alert, repair punctures etc... to minimise risk of injury Ensure bicycle is kept clean – wash off mud after use and store correctly All accidents must be reported to the Safety Advisor or Director of Rowing, and be put in the accident book. 	1	3	3 L
<p>MIRC Car park</p> <p>Limited parking</p> <p>Muddy conditions in winter</p>	<p>All MIRC who use the car park</p> <p>Potential damage to vehicles and boats</p>	2			<ul style="list-style-type: none"> All members who use the car park are responsible for their vehicle and it's contents whilst in the MIRC car park All members are advised to park safely and responsibly to avoid damage to their own and other vehicles, and allow ease of entry and exit for all users. Do NOT park in the boating area 			

					<ul style="list-style-type: none"> • If car park full, or inaccessible safely, due to poor weather conditions, then advice is to use public parking • Parents are advised to drop juniors safely outside of the club gates unless they are a designated helper for that day. 			
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The British Rowing Row Safe Guidelines are online.

My advice is that all MIRC crew members, coaches and coxes particularly, have a look, as it is very insightful and gives useful advice on all aspects of rowing and staying safe.

<http://www.britishrowing.org/taking-part/staying-safe/rowsafe>

Severity

Likelihood	1	2	3	4	5
	Very minor injury or incident	Minor injury or slight property damage	Injury leading to Hospital treatment or major property damage	Major injury or significant damage / loss	Life in danger or catastrophic damage / loss
1. Extremely unlikely	1	2	3	4	5
2. Unlikely	2	4	6	8	10
3. Likely	3	6	9	12	15
4. Very likely	4	8	12	16	20
5. Certain	5	10	15	20	25