

Maidstone Invicta Rowing Club

SAFETY SCULLING RULES

General

NO scullers or Rowers Shall go out when a notice has been posted at the club cancelling rowing due to adverse water conditions or during Red Flag conditions.

A record of the outing must be maintained in the Fit Club booking system (Fit Club – <https://www.fitclub.site/login>). All boats, club and private, must be booked out.

In addition if you are the only boat afloat someone on shore must be made aware of your outing. The information left should include return time and proposed route. The other person does not need to be a club member but they should be made aware of their responsibilities.

WINTER SINGLE SCULLING RULES (all members).

During the winter months (when the clocks go back to Greenwich Mean Time), because of the serious risk of hypothermia in case of a capsized; **NO** single sculler may go out on his/her own AT ANY time.

Unless they are each accompanied by a coach then all singles scullers MUST stay together and act as each other's buddy in cases of a capsized, so those at risk can be removed from the water as soon as possible in order to reduce the risks of Hypothermia.

SUMMER SINGLE SCULLING RULES (Adults).

All scullers are urged to try to avoid going out alone in case they capsize however, it is recognised that it is not always practical to go out in pairs or doubles and therefore the following safety measures will apply.

A novice sculler who wishes to go out on his/her own must first have satisfied the Safety Advisor or Club Coaches that he/she is competent to do so. This permission must be confirmed in writing by the DoR.

When going out on one's own a sculler must previously have left details of his outing with another person. Information should include return time and proposed route. This other person does not need to be a club member but they should be made aware of their responsibilities.

JUNIOR SCULLERS/ROWERS

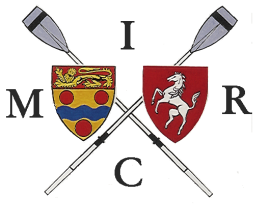
No member of the club who is under 18 may go sculling or rowing at any time unless accompanied by a competent adult.

All junior scullers must buddy up remain together during an outing if out of sight of a coach or a competent adult from the bank.

SAFETY POINTS

In the event of a capsized while on the water alone the following principles should be followed. Your boat will still contain buoyancy and you must NOT let go of the boat to swim to the bank or retrieve lost equipment. Instead swim with the boat to the bank using the boat as your buoyancy aid. During the winter and at any time when the water is cold you must be be-aware of hypothermia, and you should seek to get yourself out of the water as soon as possible. Do not try to retrieve the equipment but ensure you get out of the water as soon as possible.

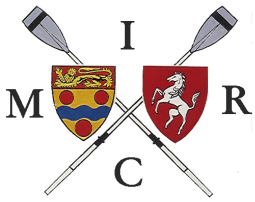
Along the river outside the area of the town you can generally stand on the bottom beside the bank so getting out of the water should be made easier. In the stretch in the town where the walls are high make for the town bridge or the steps opposite outside the new Fremlin's Shopping Centre, whichever is closer. Once you have reached the bank and got out of the water your immediate concern should be to get into dry clothes and a warm environment. Concern for your boat should not be a prime concern. In most cases the boat cannot come to any major harm and can be retrieved from where it ends up later.



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Safety Policy on Hazardous Substances

- All hazardous substances are to be stored in the cupboard provided in the boat masters store.
- All containers must be clearly labelled with their contents.
- Any new substances should not be stored at the boathouse without the knowledge of the Safety Advisor.
- The following substances fall into the category of hazardous substances:-
 - All poisons
 - Paint strippers 1 thinners
 - Resins
 - Weed Killers
 - Flammable Liquids
- Safety data sheets should be made available for any of the above stored at the boathouse and should be readily available for consultation. Data sheets should contain information concerning the dangers of any given material and the remedial action to be taken in the case of accidental misuse or exposure.
- The Safety Advisor shall be responsible for ensuring the data sheets are provided when any new substance is stored.
- The Safety Advisor shall also be responsible for carrying out a risk assessment of the materials.
- Personal protective equipment should be provided where the risk assessment deems it necessary.
- Access to the hazardous substances should be regulated and restricted if the risk assessment makes this recommendation.
- Club members should be encouraged to adopt good housekeeping and ensure no hazardous materials are left out.
- Any of the above materials should not be stored or used in the training hut, Club Room or the Kitchen and where any food or drink is available for consumption.
- Any unlabelled items should always be considered to be hazardous and must not be consumed.



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Safety Policy:- WHAT TO DO IF SOMEONE CAPSIZES

In the event of a capsize occurring whilst a coach is in charge of a boat the following safety measures should be followed.

WHAT TO DO:

When the rower remains conscious and able the coach should not enter the water. The rower should be told to stay with the boat and using it for buoyancy should swim to the bank. The coach should render assistance to exit the water and if possible secure the boat to the bank but should not attempt to remove it from the water. To do so will waste time and may also damage the boat.

Only if the boat is unable to be used for buoyancy or cannot be moved by the rower should the coach tell him/her to swim to the bank and leave the boat.

If the rower is unable to swim but remains conscious and able to hold on to the boat for support the coach should not enter the water but should summon assistance via the club launch or another boat.

Only if the rower is unconscious or is unable to support him/herself and therefore is in immediate danger should the coach enter the water to render assistance. DO NOT jump into the water in case of underwater obstructions. Climb in, swim to the rower and assist to the bank. It may be difficult to remove the person from the water due to weight of clothing. In this instance remain with the person and try to attract the attention of other people.

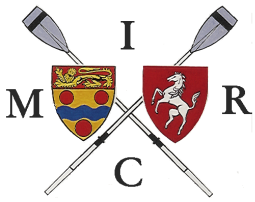
FIRST AID

The most likely conditions of a rower, especially a junior, in the event of a capsize are shock and hypothermia. Someone immersed in cold water unexpectedly is prone to panic and may not behave rationally. Under this circumstance the coach should talk calmly to the person until he/she gets over the initial panic. In cold weather the water will have an immediate debilitating effect and the person's ability to help themselves will deteriorate quickly. Under these circumstances it is especially important that the boat is used for buoyancy.

Once ashore if the person is conscious and showing no obvious signs of injury the priority is to get him/her back to the club. It is critical in colder weather to raise the body temperature quickly and the best way to do this is to get into a warm environment and use the hypothermia blankets. If possible the person should change into new clothes but if this is not possible leave on the wet clothes and use the blanket. Summon emergency assistance as soon as possible.

If the person is unconscious when removed from the water he/she may have to be left whilst assistance is summoned. Check airway is clear and that he/she is in recovery position before they are left. Cover with whatever is available to try to keep person warm while assistance is sought.

Carrying a mobile telephone when coaching is to be encouraged as a means of summoning help quickly.



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Safety Policy:-

SAFETY EQUIPMENT LOCATIONS

● **FIRST AID BOX**

The First Aid Box/ cupboard is on wall of the Club Kitchen.

● **SURVIVAL BLANKETS**

In First Aid Box in Kitchen

● **THROW LINES (&) LIFE BUOYS**

In the River Boathouse nearest the river – (to the left, behind the front doors).

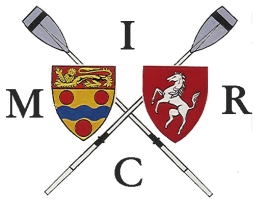
● **LIFE JACKETS & BOUANCY AIDS**

In the River Boathouse nearest the river – (hanging at the rear of the boathouse).

Please return all items to the same place after use.

● **HEATING HYPOTHERMIA VICTIMS.**

In cases of cold conditions or hypothermia. Please use the Disabled Shower room using its Heaters to dry and warm the person. If need they should be given a warm shower before drying them out in a warm environment & changing in the warm. They must change into dry warm clothing.



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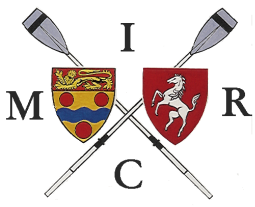
Safety Policies:-

Swimming,

- Active members must be able to swim 100 Yards in light clothing.
- Only those members who can swim 100 meters in light clothing are allowed to go out in any boat from the Club.

Wearing Lifejackets or Buoyancy Aids

- Life Jackets and Buoyancy aids are kept at the rear of the River Boathouse.
- All club members are reminded that the wearing of a suitable life-jackets or buoyancy-aid when coxing is compulsory. (See British Rowing's Row Safe booklet)
- All members in coaching launches and safety boats, Must wear a suitable life-jacket/buoyancy-aid.
- Should for some reason a suitable life-jacket/ buoyancy-aid not be available then you must not go afloat.
- As well as the safety aspects, failure of the coxswain to wear a suitable life-jacket/buoyancy-aid, may invalidate your British Rowing's and the Club's insurance cover.
- Automatic inflating life Jackets must not be worn in bow coxed boats.



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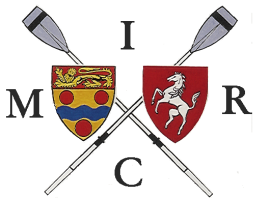
CLUB STEPS

When the river has been raised above the bottom step; would the **first** Club Members to go out, please sweep any mud from the steps before going out.

This is a safety issue and also will help to keep our equipment clean.

Thanks you for your co-operation

Safety Adviser



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WINTER SINGLE SCULLING RULES

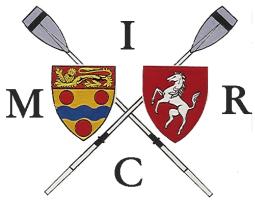
These rules apply

During the winter months (when the clocks go back to Greenwich Mean Time), and is implemented to reduce the serious risk of hypothermia in cases of a boat capsizing.

Winter Sculling Rules

- **NO** Single sculler may be on the water on his/her own **AT ANY TIME**, during the winter months. *(Unless they are each accompanied by a bank coach with a throw bag).*
- During the winter all single sculler must buddy up with each other or other boats which must remain within visual contact of each other and help in case of a boat's capsize.

These rules are designed to ensure that in case of a capsize you are in the cold water for as little time as possible. So as to reduce the serious risk of Hypothermia.



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MAIDSTONE INVICTA ROWING CLUB

Safety Plan

River Medway at Maidstone, Kent

November 2011

1. Introduction

This Plan highlights the:

- hazards on the river
- responsibilities towards other river users
- required actions of all members, specifically those to be taken prior to an outing
- actions to be taken in the event of an emergency

The Management Committee is responsible for ensuring that all members are given a copy of the Plan.

A Safety Board with all relevant advice is maintained in the gym area. All members should be alerted to this.

2. Members – Responsibility for Safety

All members are responsible for alerting themselves to the points raised in this Safety Plan.

The membership form should be completed accurately to provide information with respect to:

- health – and any reliance on medication
- swimming capability so that in the event of a capsize each member can have the best chance of remaining safe

Safety should be the top priority in all circumstances and members must be willing to listen to concerns raised by any other member.

3. Coaches and Safety / First Aid

Coaches, when overseeing an outing, should:

- carry a throw-line with them at all times
- (in winter) have a sliver foil safety blanket with them
- ensure those driving the safety launch are appropriately qualified via a RYA course or have been trained by a competent person to the club's required standard.

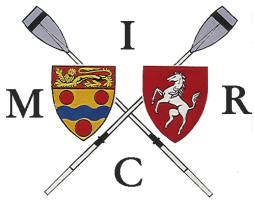
The Management Committee should maintain a record of those with a:

- coaching qualifications.
- launch driving qualification.
- a First Aid qualification.

4. The River Upstream of the Club

Up river of the club, for a distance of 3 miles the river becomes narrow with many bends. There are the following hazards:

- occasional moored boats particularly in the town centre
- usually fishermen on the bank many of whom use long poles that stretch across the water.



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The town bridge: when passing through the Town Bridge crews must use only **the centre arch** as either side can be shallow and submerged obstructions may be encountered.

Turning a boat: the usual place to turn a boat is at the upstream end of the wall at Tovil or at the landing stage at East Farleigh

Care should be taken here as the water often flows swiftly through the weir and over the sluice gates. When possible turn into the stream and let the current push the bows around.

Cruisers: you may encounter cruisers traveling in either direction particularly in the summer months. They seldom give warning of their approach and you should treat them with caution and pull into the side if necessary.

5. The River Downstream of the Club

More training occurs on this length of the river so crews must follow the navigation rules

For a distance of 1 ½ miles the river maintains its width however; the hazards that may be encountered are:

- moored boats in the vicinity of Fords Wharf and Allington Marina
- cruisers
- the Malta Inn at Allington Lock (the furthest point) attracts cruisers and can at times be quite busy
- approaching the bend at The Sewage Works from both directions - the Club and Allington Lock

The River

All members should be aware of the map of the river and the details it offers which is displayed in the gym.

6. Club and Landing Stage:

- crews and scullers should not race past the club steps as there are often boats launching or beginners learning to row
- following flooding / high water on the river the first members down to the Club in a morning should ensure the steps and the stage are safe to use. All mud should be swept away

7. Other River Users

Cruisers: two commercial services operate on the river Medway, The Kentish Lady and The Allington Belle both of which provide a regular passenger service to and from the town centre to The Malta Inn.

In addition they cruise upstream to East Farleigh and beyond on private charters.

They can, in the narrower stretches of the river, occupy much of the river and caution must be taken by coxes, those steering coxless boats and by scullers, of their position on the river when close to these river users.

The Maidstone Canoe club: the Club operates from opposite our club steps.

Canoeists can be unpredictable and will often follow the bank but on the wrong side of the river. Make sure that they are aware of your presence

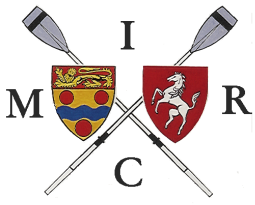
8. Moored Boats:

Crews must keep clear of moored boats. If there is any form of collision a record of the incident must be reported under the safety procedure.

9. Prior to an Outing

The following must be undertaken before crews and scullers go on the river:

- check the Outings Board by the gate to the river for the assessment of the conditions of the river and the safety for its use:



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- Green safe for all crews and scullers
 - Amber safe for experienced crews and scullers only
 - Red not safe for any crew / sculler
- the outings board should be completed to indicate:
 - crew / sculler
 - time of outing
 - estimate time of return
 - The Clubs Boat log (*kept on the entrance door of the River Boathouse*) must be completed by the crew before its outing.
 - Boats must be checked to ensure they are river worthy before they are placed on the water.
 - Boats must be launched and retrieved with bows facing upstream.
 - Adjustments should be made whilst the boat is on trestles to avoiding overcrowding on the steps.
 - A risk assessment must be carried out before going afloat. If you are in any doubt **Do Not Go Afloat**.
 - Coxes must wear a life jacket (kept in the River Boathouse)
 - The slope down to the steps can often be slippery, particularly in cold weather, so do be **BEWARE!** Please put down salt (in the river boat house closest to the river) if there are icy conditions
 - The third step is deeper than the other two **BE CAREFUL!**

Scullers

During the winter months scullers **are not allowed** to go out alone.

A Buddy system should be used.

10. Weill's Disease

All members of the Club should be aware of this Disease and the indicators for it. There are notices around the site providing the details.

Those new to the Club must be informed of this Disease as part of their Induction.

Key point is for members to remember after outings or coming in to contact with the river to wash your hands before eating food as there is always a risk.

11. Help or Emergencies

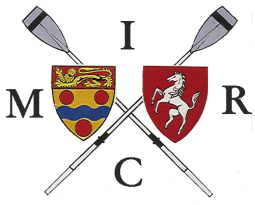
In the event of a capsize members should stay with their boat to use it as a buoyancy aid and to then swim with it to the closest area of a bank where it is feasible to climb out.

If help or emergency services are needed the members should immediately **telephone 999** stating the type and site of the accident that has occurred and the help that is required.

The position on the river should be clearly stated by reference to the nearest road access and direction there from e.g. 200m from Monktons Lane going towards Allington Lock, or, at Springfield 200m from Monktons Lane towards Maidstone etc.

12. Vehicle Access Points to the River:

- Lock Lane, Forstal Road, ME14 3AU, 500m upstream from Malta Inn. Town side.
- Allington Marina, Castle Road, ME16 0NH.



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- Fords Wharf, Buckland Lane, ME16 0BP.
- Monktons Lane, ME14 2PY. Town side.
- Opposite the club LA Fitness (also entrance to Whatman Park) ME16 0SN.(including public slipway).
- MIRC James Whatman Way, ME14 1LQ. Town side.
- River walk from Archbishops Palace, Bishops Way, ME15 6YE. Town side.
- Tovil bridge via Wharf Road
- Lockmeadow car park
- Unicom's Lane off of Fant Lane.

13. Safety and First Aid

A basic First Aid kit is kept in the kitchen.

14. Change of Clothes / Capsize

All members going out on the river are advised to bring a change of clothing with them to the Club.

All scullers and junior members should always bring a complete change of clothes, including shoes with them in the event of a capsize.

In the event of a capsize members should use the Disabled Toilet (by the entry to the gym and changing rooms) which is quicker to heat up and has a shower and towel available.

15. Capsize Drill / Competency of Members

All members are expected to participate in the capsize drills organised each year so that there is familiarity with

16. Casualty Department

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

17. Reporting of Accidents and Safety Related Incidents

All accidents, capsizes or incidents involving boats or equipment must be reported to a club officer and recorded in the incident log (on the wall in the kitchen) or directly on line to British Rowing

18 Hazards and Risk Reduction

These have been identified in the attached Risk Assessment (appendix 1)

A summary together with the actions required is as follows:

- **Conditions on the day**
- **Moored boats:** Members should note that there are moored boats at various places along the river.
- **Other boat movements on the river**

19. Safety Plan

A copy of this Safety Plan is available on the Safety Board which is in the Gym area.