

BEDFORD ROWING CLUB HEAD-OF-THE-RIVER RACES

RISK ASSESSMENT CHECKLIST

Before each event the organising committee must consider the following risk factors, and the degree of risk involved in each. Based on British Rowing guidelines, the degree of risk has been given a score. Should the total score be above a certain level, adjustments to procedures must be made, and/or certain classes of competitors excluded.

During the event, the Race Committee, marshals and monitors must assess the following potential hazards, both separately and in combination:

	HAZARD	CONSIDERATIONS	ACTION
1.	Anticipated stream and wind conditions.	Wind or fast stream or a combination affecting boating, marshalling and steering.	See Hazard assessment sheet.
2.*	Crews entered.	Consider numbers and abilities given river conditions.	Committee to consider with regard to Hazard assessment sheet prior to the event.
3.*	Obstacles.	Trees on course and in marshalling areas; bridges (especially Twin and Hitchin Bridges. Projections – e.g. Goose Island, BRC/Monkey Island, Schools’ “hard”.	Safety Advisor to check the course prior to the event. Committee to arrange clearance. Monitors to be stationed accordingly; consider marker buoys.
4.	Floating debris and/or ice.	Arrangements for clearance or marking.	<u>On the day:</u> all check course and inform control of problems. Control to liaise with Safety Boats concerning clearance. Racing to be stopped if the hazard is deemed to be dangerous.
5.	Visibility.	Limits for safe boating and racing as well as race control.	<u>On the day:</u> Committee to consider whether visibility is sufficient for safety as well as monitoring and timing. Consider delaying racing.
6.	Limits to access for providing aid.	For example, the river walls at St Mary’s Gardens.	Make Monitors, Safety Boats and competitors aware of potential extra difficulties in the event of a capsized. Arrange Monitors near narrow/hazardous sites IDENTIFIED: Twin Bridges, Hitchin Bridge, Town Bridge, Monkey Island, Weirs, Schools Boathouse protruding “hard”, narrow river to Finish.
7.	Handling equipment.	<u>Event equipment:</u> check potential hazards; knowledge of safe lifting (officials).	Safety Advisor to consider any potential hazards from race equipment before event and advise as needed.

8.*	Capsize or sinking.	Consider procedures for rescue and recovery.	Instruct crew to remain with boat. Section MONITOR to alert Safety Boat , advise Starter if division should be stopped and Control for emergency services as needed. The crew and boat should be removed from the water as soon as possible.
9.	Other river traffic	<u>Including Safety Boats</u> : consider amount and potentially unorthodox manoeuvres (e.g. at the lock).	Safety Boats to be advised: first Safety Boat remains at Hitchin Bridge after observing crews past Star <u>10 minutes</u> before Division time; second Safety Boat to remain at BRC. Control to be responsible for any call-out. Safety Boats to have regard to effects of boat wash. Monitors to be alert for any traffic through the lock; Start Marshals similarly for traffic from upstream.
10.*	Collision potential.	Consider procedures for Marshalling Areas; traffic between Boating Areas and Start and Finish.	Monitors to be asked to enforce normal Rules of the River at all times between Divisions. Competitors to be advised that they apply. Marshals to restrict boat movement in marshalling areas to a minimum. Boats not to turn at Finish until all competitors have completed the course. Boats refusing to comply with instructions to be disqualified following warning.
11.*	Boating Facilities.	Trailer and vehicle traffic to and on boating sites.	Trailer Marshal to ensure that trailers are parked in an orderly fashion, throughways are kept clear and if possible, cars are parked away from the trailer area.
12.*	Injuries.	First Aid facilities on site; procedure for calling Emergency Services (sites of telephones).	Posters in main boating areas: alert Marshal / Monitor with radio to contact Control, who will summon aid as needed; also, positions of First Aid facilities and public telephones.
13.*	Defective equipment checking.	Procedures and responsibility for checking essential bow-balls, heel restraints, buoyancy compartments, security of fittings, lifejackets. Ensure that coxes are familiar with the correct operation of their lifejacket or buoyancy aid.	All Monitors and Marshals to be required to observe for any infringements and report such to Control. Boats will be stopped and order to return to the boating areas as soon as reasonably possible.
14.	Potential dangerous situations in and around boating areas.	Include boats on trestles, paints, solvents, trailing leads and other trip hazards, passers-by & cyclists.	Check beforehand by Safety Advisor and others ; remove or sign where possible. Periodic checks during event. General awareness of good housekeeping. Note that footpaths should be kept clear at all times.

15	Lightning & heavy rain.	Consider unsafe locations for competitors & spectators during lightning. The wearing of suitable clothing in heavy rain.	<u>On the day: Committee</u> to consider if weather conditions are sufficiently safe. Consider encouraging people to move to safer location; Checking for suitable clothing at boating areas; delaying racing; limiting racing to certain crews only.
----	-------------------------	--	---

ASSESSING RISK.

ANTICIPATED RIVER CONDITIONS. (FOR CONSIDERATION BY COMMITTEE) – Anticipated wind conditions must be judged taking into account wind direction and force of gusts. Where split scores are indicated, some allowance can be made for the type of boat and degree of competence of those involved. Significant large debris and/or pieces of ice may add 2 – 3 points to the risk level, depending on their amount and other conditions – can they be cleared or adequately indicated?

Risk level ratings.

	POTENTIAL SEVERITY OF OUTCOME.		
<u>PROBABILITY OF ACCIDENT.</u>	<u>SLIGHT HARM.</u>	<u>HARMFUL.</u>	<u>EXTREME HARM.</u>
HIGHLY UNLIKELY	TRIVIAL RISK (1)	TOLERABLE RISK (2)	MODERATE RISK (3)
UNLIKELY	TOLERABLE RISK (2)	MODERATE RISK (3)	SUBSTANTIAL RISK (4)
LIKELY	MODERATE RISK (3)	SUBSTANTIAL RISK (4)	INTOLERABLE RISK (5)
EXTREMELY LIKELY	SUBSTANTIAL RISK (4)	INTOLERABLE RISK (5)	

Competent experienced crews. ADD ONE POINT FOR LOW VISIBILITY (e.g. fog).

	LEVEL OF STREAM			
<u>WIND STRENGTH</u>	<u>LOW</u>	<u>MODERATE</u> (Edge of Hard)	<u>HIGH</u> (Above Hard)	<u>TURBULENT AND/OR DEBRIS</u>
LOW	1	1	2	3-4
MODERATE	1	2	3	4
FRESH	2	2	3-4	Boating permitted at the

				discretion of the Captain/Safety Adviser
STRONG/GALE	No Rowing	No Rowing	No Rowing	No Rowing

Inexperienced crews other than small-boats/scullers.

ADD TWO POINTS FOR LOW VISIBILITY (e.g. fog).

	LEVEL OF STREAM			
<u>WIND STRENGTH</u>	<u>LOW</u>	<u>MODERATE</u> (Edge of Hard)	<u>HIGH</u> (Above Hard)	<u>TURBULENT AND/OR DEBRIS</u>
LOW	1	2	3-4	No Rowing
MODERATE	2	3	4	No Rowing
FRESH	No Rowing	No Rowing	No Rowing	No Rowing
STRONG/GALE	No Rowing	No Rowing	No Rowing	No Rowing

Inexperienced small-boats/scullers

	LEVEL OF STREAM			
<u>WIND STRENGTH</u>	<u>LOW</u>	<u>MODERATE</u> (Edge of Hard)	<u>HIGH</u> (Above Hard)	<u>TURBULENT AND/OR DEBRIS</u>
LOW	2	3	No Rowing	No Rowing
MODERATE	2-3	4	No Rowing	No Rowing
FRESH	No Rowing	No Rowing	No Rowing	No Rowing
STRONG/GALE	No Rowing	No Rowing	No Rowing	No Rowing

ASSESSING RISK (Continued).

AMBIENT TEMPERATURE.

(To be drawn to crews' attention).

Take into account wind strength (wind chill).

Less than/equals 1° C.	Check for <u>ice</u> . Ensure adequate clothing. Watch for signs of hypothermia in coxes.
Less than/equals 10° C. and wet/windy	Ensure adequate clothing. Ensure coxes have waterproof clothing. Watch for hypothermia.
10° C – 18° C.	Ensure adequate clothing.
Above 22° C.	Ensure trainees have access to adequate drinking <u>water</u> and minimise overheating.

RIVER CONDITIONS CONTROL PLAN.

<u>RISK LEVEL</u>		<u>ACTION AND TIMESCALE</u>
1	TRIVIAL	No action is required.
2	TOLERABLE	Consider withdrawing inexperienced and younger crews, according to the perceived level of risk.
3	MODERATE	
4	SUBSTANTIAL	Withdraw less experienced crews and consider shortening or altering course
5	INTOLERABLE	Postpone or cancel event. Committee to review situation in the run up to the event in light of weather forecasts and Environment. Agency high river warnings.

SCHEMATIC DIAGRAM OF THE RIVER DURING EVENT

