

Risk Management Plan Completed

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An assessment or evaluation should be made under each of the following headings, considering the current crew capabilities and equipment characteristics, including:-

- Rower
 - o Strength
 - o Age
 - o Maturity
 - Motivation
 - \circ Experience
 - \circ Fitness and readiness
 - \circ Health status
 - Boat Size (1x to 8+) and
 - Boat stability
- Coach
 - General experience
 - Knowledge of location
 - Knowledge of the rower
 - \circ Confidence
 - Coaching alone or as part of a team
 - Coaching from the bank or from a launch
 - Type and number of boats

Just because the level of risk is reduced as much as you can does not mean that the risk is acceptable.

Remember, before an outing can start, everyone involved (Session Coach, Club Coach, crew, cox, parents, etc.) has to be satisfied that it is safe to proceed as planned (or with revised plans). It is better (and safer) to be on land wishing you were on the water than to be on the water wishing you were on land.

Also consider whether, even if it is safe, the crew will benefit from an outing in marginal conditions and whether less competitive rowers will be put off the sport by outings in unpleasant conditions.

If any crew member feels that the conditions are unsafe, is it worth going out?

Note: The completed template below is offered as an example. It is not necessarily fully comprehensive and should not be copied wholesale. Rather, when assessing risk and planning to manage it this completed template can be used as an aid to your thinking and planning. You may be able to think of other examples which will complement those given below.

Hazards associated with the water:-

Hazard	Barriers	Hazardous Events	Controls
Rough Water	 Use larger boats (4x rather than 1x) Use more stable boats Fit stabilisers (adaptive rowing floats) to boats Have mixed crews (Mix Juniors/ inexperienced rowers with more experienced rowers) Coach good technique Avoid holding crews in unstable positions Restrict rowing to sheltered areas 	Capsize	 Rescue with launch Training in capsize recovery, including assisted recovery such as Buddy Rescue, and/or Man Overboard recovery Use lifejacket or buoyancy aid
	 Avoid areas of rough water Fit wash boards Use a bailer to prevent water accumulation 	Swamping	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Row or tow boat to shore then carry or tow empty boat to boathouse or re- launch and row back Adequate boat buoyancy
Fast Flowing water	 Avoid being upstream of hazards (circulation plan?) Keep a good look out Use coxed rather than coxless boats 	Swept over weir or into bridge, pontoon, shallows, etc.	 Use Rescue boat and throw-lines Evacuate crew to land
	 Stay upstream of the boathouse Use larger, faster boats (4x rather than 1x) Mix Juniors with experienced, fit adults 	Cannot get back to boathouse against stream	 Have a safety boat available for towing Land boat somewhere else and carry it back Await improved conditions

Hazard	Barriers	Hazardous Events	Controls
Areas of Shallow water (permanent or tidal)	 Provide information on areas of shallow water Avoid areas of shallow water hazards (circulation plan?) Keep a good look out Use coxed rather than coxless boats Be aware of the tide times and heights and plan accordingly 	Grounding	 Train rowers to check the equipment then (if OK) to walk the boat back into deeper water and row away Train rowers what to do if the equipment is damaged
Water- borne hazards	 Avoid areas that are known to be polluted. Minimise crew contact with polluted water 	Exposure to polluted water (e.g. containing animal waste)	 Wash open wounds, cuts and blisters properly on return to land Seek medical attention if symptoms of illness occur
	 Avoid areas where this is expected to be present. Minimise crew contact with water containing Blue Green Algae 	Exposure to water containing Blue Green Algae	 Wash open wounds, cuts and blisters properly on return to land Seek medical attention if symptoms of illness occur
	 Avoid areas where this is expected to be present. Cover cuts and abrasions with waterproof dressings 	Weil's disease (Leptospirosis) – exposure to water containing the infective agent.	 Wash open wounds, cuts and blisters properly on return to land Coach rowers to understand the symptoms and seek immediate medical treatment. Seek medical attention if symptoms of illness occur

Barriers Hazardous Events Hazard Controls Hot sunny Hyperthermia (sun • Avoid outings in the • Move into a cooler weather stroke) middle of the day area, remove outer • Adjust activity levels clothing to suit conditions • Use shower with cool, not cold, water • Rest in shade (e.g. under bridges, in the or cool in river/lake shade of a tree) Seek medical treatment if severe • Wear appropriate clothing (thin, breathable) • Use water for cooling Sun burn • Use after sun cream • Use sun screen • Avoid outings in the Seek medical middle of the day treatment if severe • Wear appropriate clothing (hat and covered arms, etc.) Carry water and drink Dehydration • Continue to drink, regularly carry drinking water Seek medical treatment if severe Cold **Hypothermia** • Move into warmer • Wear appropriate weather clothing (including area and warm hats and pogies?) gradually • Structure activity • Provide warm (not levels to keep warm hot) drink • Monitor crew Seek medical treatment if severe or comfort (particularly if in doubt coxes) • Shorten outing as needed • Use coxless rather than coxed boats Cold shock • Good explanations of • Training in capsize cold shock and its recovery, including short term effects. assisted recovery such as Buddy Rescue, and/or Man Overboard recovery Rescue training Ice causing inability • Avoid rowing at • Use throw lines and to row or boat times or in places launch to tow boat where significant ice damage clear of ice is expected. Strong winds • Use larger boats (4x Capsize • Rescue with launch rather than Ix) • Training in capsize recovery, including

Hazards associated with the weather:-

Hazard	Barriers	Hazardous Events	Controls
	 Use more stable boats Fit stabilisers (adaptive rowing floats) to boats Have mixed crews (Mix Juniors/ inexperienced rowers with more experienced rowers) Coach good technique Avoid holding crews in unstable positions Restrict rowing to sheltered areas 		assisted recue such as Buddy rescue, and/or Man Overboard recovery • Use lifejacket or buoyancy aid
Strong winds (continued)	 Avoid being upwind of hazards (circulation plan?) Keep a good look out Use coxed rather than coxless boats Avoid being close to the downwind bank 	Blown into bank, pontoon, bridge, shallows, etc.	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat clear. Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
	 Stay upwind of the boathouse Use larger, faster boats (4x rather than 1x) Mix Juniors with experienced, fit adults 	Cannot get back to boathouse against the wind	 Have a safety boat available for towing Land boat somewhere else and carry it back Await improved conditions
Lightning	 Avoid rowing when lightning is present or forecast Get off the water as soon as possible if lightning starts or hide under a bridge 	Struck by lightning causing burns or electrocution.	 Follow club emergency procedures Administer appropriate CPR Call for medical assistance
Poor visibility caused by fog or very heavy rain	 Avoid rowing far from land when fog is present or forecast Coach scullers and steerspersons to keep a good lookout 	Collision with the bank or other fixed object	• Train rowers to check the equipment then (if OK) to walk the boat back into deeper water and row away

Hazard	Barriers	Hazardous Events	Controls
	• Local knowledge		 Train rowers what to do if the equipment is damaged Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
	 Avoid rowing far from land when fog is present or forecast Coach scullers and steers persons to keep a good lookout Follow rules of the river Local knowledge 	Collision with another boat	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
Poor visibility caused by darkness	 Avoid rowing in dark areas Safety boat in attendance with spot lights 	Collision with the bank or other fixed object	 Train rowers to check the equipment then (if OK) to walk the boat back into deeper water and row away Train rowers what to do if the equipment is damaged Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water)

Hazard	Barriers	Hazardous Events	Controls
			 Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
	 Fit navigation lights (and check that they are working) Avoid rowing in dark areas Safety boat in attendance with spot lights 	Collision with another boat	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available

Hazarus associateu with other water users:-				
Hazard	Barriers	Hazardous Events	Controls	
Wash from large or fast boats	 Avoid areas where wash is expected Use larger boats (4x rather than 1x) or more stable boats if wash is expected Agreements with other water users to allocate different areas for different activities Coach crews in how to handle wash. 	Capsize	 Rescue with launch Teach capsize recovery, including assisted recovery such as Buddy Rescue Use lifejacket or buoyancy aid 	
	 Avoid areas where wash is expected Use larger boats (4x rather than 1x) or more stable boats if wash is expected Agreements with other water users to allocate different areas for different activities Coach crews in how to handle wash. Use a bailer to prevent water accumulation 	Swamping	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Row or tow boat to shore then carry or tow empty boat to boathouse or re-launch and row back Adequate boat buoyancy 	
Anglers on the bank or in boats	 Avoid areas where angling is expected Agreements with angling clubs, etc. different areas or times for different activities Coach crews to be aware of and avoid the hazard 	Entanglement with fishing lines and contact with hooks	 Rescue with launch Cut fishing lines First Aid treatment 	

Hazards associated with other water users:-

Hazard	Barriers	Hazardous Events	Controls
Bends in river or lake	 Coach scullers and steerspersons to keep a good lookout Coach good steering Use coxed rather than coxless boats Circulation plan Lookout on bank or launch Local knowledge 	Collision with bank	 Train rowers to check the equipment then (if OK) to walk the boat back into deeper water and row away Train rowers what to do if the equipment is damaged Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
	 Coach scullers and steers persons to keep a good lookout Coach good steering Coxed rather than coxless Circulation plan Follow rules of the river Lookout on bank or launch Local knowledge 	Collision with another boat on the water	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
Stationary objects in or near the water e.g. bridge, pontoon, overhanging trees, locks,	 Coach scullers and steers persons to keep a good lookout Coach good steering Coxed rather than coxless Circulation plan 	Collision with a stationary object on the water	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water)

Hazards associated with the local environment:-

Hazard	Barriers	Hazardous Events	Controls
moored boats, buoys, rocks, shallows, other submerged	 Follow rules of the road (river) Lookout on bank or launch Local knowledge 		 Carry First Aid kit and radio or mobile phone to contact emergency services Have trained First Aiders available
objects, etc.	As above + Avoid being upstream or upwind of the stationery object.	Swept or blown into stationary object on the water	 Use rescue boat and throw-lines Evacuate crew to land
Weirs & sluices	 Ensure that weirs and sluices are marked on local maps Keep well upstream of warning markers Keep further clear in strong stream or wind conditions 	Swept over weirs or through sluices	 Use rescue boat and throw-lines Evacuate crew to land
Steep banks or walls (makes landing difficult) or reeds or overhanging trees extending over a large length of bank.	• Avoid areas with steep banks or high walls.	Unable to land from boat if capsized, etc.	 Have rescue boat equipped with throw lines available to rescue rowers and recover boat Teach capsize recovery including re-entry to a boat from restricted space at the bank and assisted rescue Use lifejacket or buoyancy aid
Reeds or overhanging trees near bank	Avoid stopping upwind of reeds or overhanging trees	Blown or swept into reeds or trees (usually scullers)	 Have rescue boat equipped with throw lines available to tow boat clear Teach other scullers rescue technique
Mud flats	 Show any mudflats on map Keep clear of mudflats near low tide Have procedure for getting people off mudflats 	Running aground and being unable to get off before outgoing tide falls	 Have process to get people off mudflats

Hazard	Barriers	Hazardous Events	Controls
Steep banks in launch / recovery area	 Careful coaching Good control by coach or cox Correct footwear Well defined procedure Extra people (helpers) 	Slipping and falling when lifting or carrying boat	First aid treatment
Steep or irregular steps in launch / recovery area	As above	Slipping or tripping and falling when lifting or carrying boat	First aid treatment
Slippery or muddy ground in launch / recovery area	As above	Slipping and falling when lifting or carrying boat	First aid treatment
Strong and variable currents during boat launching	 Assistance from other crews or helpers Find a more suitable location 	Injuries and damage due to inability to control a boat in the launch area	 First Aid treatment Quarantine damaged equipment until it is repaired
Strong and variable currents during boat recovery	 Plan approach (into stream) and include in circulation plan Use throw lines from land Find a more suitable location 	Injuries and damage due to inability to control a boat in the recovery area	 First Aid treatment Quarantine damaged equipment until it is repaired

Hazards associated with going afloat and landing:-

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Hazard	Barriers	Hazardous Events	Controls	
Solid fixed objects (riggers, boats, racking, etc.)	 Clear indication of what should go where (housekeeping) Coaching people to take care in the boathouse Good control and instruction (coxing) 	Collision of person with fixed object (e.g. walking into rigger)	 Have First Aid kit available Have trained First Aiders available 	
	Keeping floor clear	Tripping over object on floor	 Have First Aid kit available Have trained First Aiders available 	
Boats, oars, etc. falling from racks	 Good control and instruction (coxing) Fixing objects so that they cannot fall 	Person struck by falling object Damage to falling object or something else as it falls or lands	 Have First Aid kit available Have trained First Aiders available Quarantine damaged equipment until repaired Record in damage log Repair equipment 	
Lifting and carrying boats, oars, etc.	 Coach good lifting technique Assistance from additional people Good control and instruction (coxing) 	Strains and MSDs	 First Aid Rest Gentle exercise Physiotherapy 	
	 Good control and instruction (coxing) Keep a good lookout (coach/cox) Good technique (oars) 	Person struck by object being carried	First Aid treatment	

Hazards in and around the boathouse:

Hazards associated with faulty, incorrectly set and poorly maintained equipment:-

Hazard	Barriers	Hazardous Events	Controls
Incorrect stretcher placement	 Check adjustments Coach rowers to check 	Capsize due to hands going past chest	 Rescue with launch Teach capsize recovery Use lifejacket or buoyancy aid
	 Check adjustments Coach rowers to check 	MSDs* and strains	 First Aid Rest Gentle exercise Physiotherapy
Incorrect gearing	 Check adjustments Coach rowers to check 	MSDs and strains	 First Aid Rest Gentle exercise Physiotherapy
Gate not fastened	 Check equipment before going afloat Coach rowers to Check equipment 	Capsize due to lost oar	 Rescue with launch Teach capsize recovery Use lifejacket or buoyancy aid
Faulty Steering Mechanism	 Check adjustments, particularly of the steering mechanism Check equipment before going afloat Coach rowers to check equipment 	Collision	 Train rowers what to do if the boat is damaged Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water)
Heel restraints broken or too loose	 Check equipment before going afloat Coach rowers to check equipment Do not go afloat until fixed Defect/maintenance log Mark and quarantine faulty equipment 	May be trapped in capsized boat by feet caught in shoes	 Teach capsize recovery Rescue with safety boat or attempt rescue with another rowing boat.
Seats, shoes or footplates loose or broken	 Check equipment before going afloat Coach rowers to check equipment 	May struggle to get back to boathouse against stream or wind	• Have safety boat and throw lines available to rescue rowers and recover boat

Hazard	Barriers	Hazardous Events	Controls
	 Defect/maintenance log Mark and quarantine faulty equipment 		 Use throw lines from the bank to pull the boat into the bank (or shallow water) Use the launch's anchor to fix position if necessary Use extra clothing, drinking water, radio to call for assistance, etc.
Steering failure	 Check equipment before going afloat Coach rowers to check equipment Defect/maintenance log Mark and quarantine faulty equipment 	May struggle to get back to boathouse against stream or wind	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Use the launch's anchor to fix position if necessary Use extra clothing, drinking water, radio to call for assistance, etc.
	 Check equipment before going afloat Coach rowers to check Defect/maintenance log Mark and quarantine faulty equipment Coach coxes and rowers to steer by pressure 	Collision with bank, another boat or a solid object	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Use radio or mobile phone to contact emergency services Have trained first aiders available
Hatch covers missing	 Ensure covers are all fitted correctly Do not go afloat without replacement Defect/maintenance log Mark and quarantine faulty equipment 	Boat may sink if swamped	 Have safety boat and throw lines available to rescue rowers and recover boat Use throw lines from the bank to pull the boat into the bank (or shallow water) Row or tow boat to shore then carry or

Hazard	Barriers	Hazardous Events	Controls
			tow empty boat to boathouse or re- launch and row back • Adequate boat
			buoyancy

* MSDs = Musculoskeletal Disorders

Hazards associated with pre-existing nealth conditions or low level of fitness:-				
Hazard	Barriers	Hazardous Events	Controls	
Rowers with low level of fitness	 Understand fitness capabilities and work within them Improve fitness levels 	Collapse or illness	First aid treatmentSeek Medical attention	
Pre-existing health conditions	Ensure that relevant people know of the condition so that appropriate action can be taken to prevent an incident.	Medical incident afloat or on land	First aid treatmentSeek Medical attention	
Crew member or sculler with asthma	 Ensure that an inhaler is carried and used when appropriate Avoid stressful situations Take extra care if person is in a 1x or 2x 	Asthmatic incident afloat	 Bring Casualty ashore First aid treatment including the casualty taking their own medication Seek Medical attention 	
	 Ensure that an inhaler is carried and used when appropriate Avoid stressful situations 	Asthmatic incident on land	 First aid treatment including the casualty taking their own medication Seek Medical attention 	
Crew member or sculler with diabetes	• Ensure that appropriate food and medicines (if necessary) are carried	Diabetic incident afloat	 Bring Casualty ashore First aid treatment Seek Medical attention 	
	 Ensure that appropriate food and medicines (if necessary) are available Take extra care if person is in a 1x or 2x 	Diabetic incident on land	 First aid treatment Seek Medical attention 	
Crew member or sculler other known disorder	• Use appropriate items	Incident afloat	Bring Casualty ashoreFirst aid treatmentSeek Medical attention	
	• Ensure that appropriate items are available	Incident on land	First aid treatmentSeek Medical attention	
Flu / viral infection	• Discourage rowers from taking exercise when they are ill.	Disease may spread or worsen	• Seek Medical attention	

Hazards associated with pre-existing health conditions or low level of fitness:-