

Competition / Event Safety Plan

1. Introduction

The event will be hosted by Agecroft Rowing Club (ARC) on the River Irwell and Manchester Ship Canal between Woden Street Foot Bridge and BBC. Any crew found leaving the marshalling area above the start without permission of the marshall in that area will not be timed. The River is closed at Regent Road bridge.

Events will be offered in categories – Seniors, Masters and Juniors with no restrictions on fine boat type.

It should be noted that the Irwell is a Navigable Waterway and during the day other users will have the right of passage which might not be in the direction of racing. The river does carry flotsam and jetsam at all times.

A separate Map that details how to get to the club is available. This safety plan complies with 'Row Safe: A Guide to Safe Practice in Rowing'.

The safety plan explains safety measures that have been introduced as a result of the event risk assessment and specific details linked to BR requirements.

The event will be conducted under British Rowing BR Rules of Racing.

1. Event Organisation

2.1 Event Organising Committee

This event is organised by Agecroft Rowing Club. The Organising Committee are: Race Control and Registration are on the 1st Floor of the WSC

Event Secretary: Stuart Murray (07907901760) - Head contact

Registration Secretary: Giles Hine (07803403932)

Club Captain: Denis O'Neil (07775886123)

Treasurer: Stephen Hitchen (07879734034)

Event Safety Adviser: Giles Hine (**07925563530**) **Contact in case of emergency**

Event Welfare Officer: Stephen Hitchen (07879734034)

Volunteer Coordinator: Lucy Masters (07817085870)

Chairman of Race Committee: Andy Greenwell

Race Committee: Andy Greenwell, John Impey, Paul Jackson.

The Control Room is located in the first office to the right, at the top of the stairs in Agecroft Rowing Club – alternatively any emergency can be communicated to Registration at the top of the stairs in the Helly Hansen Watersports Centre

2.2 Communications

Competitors and organisers must be made aware of the safety arrangements before and during the event in order to prevent incidents and to enable incidents to be dealt with efficiently if they do occur. The following actions should be undertaken to ensure effective communication between all parties:

Priority will be given to safety messages at all times.

Prior to the event –

The following documentation will be sent and made available on the web before the Head. It is the responsibility of all participating clubs to make sure their crews are made aware of the content:

- o How to get to Agecroft Rowing Club Regatta
- o Circulation Pattern on and off water
- o Safety Plan
- o All information is available on line on the Agecroft rowing club website <http://www.agecroftrc.co.uk/events.html>

Marshals' Briefing will be carried out by Andy Greenwell.

A letter detailing the type of event, location, possible numbers and directions to access point/s has been sent to the following Emergency Services: Police, Fire, Ambulance and local Hospital A&E.

The Local Council and several local companies have given over the extra parking required.

The navigation authority is Peel Holdings

Other water users have been advised by the Users Forum, Facebook, Twitter and Peel Holdings

At the start of the event –

As this is a Head safety briefing and coxes meeting, led by Lucy Masters or Maddie Szekely, will be given on the day to advise all of the hazards on the course. Copies of the Safety & Welfare Documentation will be available to view at Registration. The Safety Adviser will be available to discuss any matters arising.

Umpires will have copies of the Draw and Safety Plan, Each of the Rescue Launches has an aide memoire detailing what to do in an emergency, First Aid is provided by Agecroft Rowing Club First Aiders as well as Salford (Helly Hanson) Water Sports Centre (WSC). First Aid room is located in the WSC Ground Floor. (WSC is in the same building as Agecroft Rowing Club and is accessible from outside and inside, through Agecroft's entrance)

During the event –

Communication will be via a Radio Net on channel one. Spares will be held in the club office. Andy Greenwell will clarify radio protocol.

Instruct and Brief on when and how to use. A separate document on how to use radios and what to say if you have an incident. (Andy Greenwell in umpires meeting)

Registration (Jack Richardson and helpers) will hold key mobile phone numbers should other communication methods fail.

Post event –

Any feedback or comments on any aspects of the Event should be emailed to: agecrofthead@gmail.com or you can contact any one of the Event Officials whose details are listed in paragraph 2.1 who will listen and note any points to bring to the Wash Up meeting.

A Wash Up meeting will be held after the event to review the running of the event and any lessons learned that can be used to improve the safe and fair running of future events.

2.3 Documentation

Risk Assessment

The Risk Assessment is a separate document which covers both on and off water hazards. It is a live document with its content being reviewed and modified as and when required. The document covers a wealth of potential hazards and those with the highest RPN (Risk Priority Number) are addressed as a priority.

The Course and Circulation Pattern

The course and circulation pattern are available on the club notice board. The circulation pattern will also be explained on the day as is available to all attending clubs.

Distances

The club has Marker points every 250m (approximately)

The event takes place over 3050m and 3250m depending on weather conditions and other factors.

Note: Double the distance as you have to row out and race back.

Access Points

Access points are very limited along the course for removal of people from the water. As a result, this will be done using launches to take people to the landing stage at Agecroft Rowing Club (see course map) 53.470969,-2.2912177

Safety Monitors

Briefing to be carried out by Lucy Masters as each person checks in

Race Marshalls, Monitors and Umpires (RMMU)

Race Marshalls, Monitors and Umpires will be located all the way down the course to provide visual surveillance for safety and racing infringements at Bends, Bridges and major deviations in the bank - Umpire / Marshal – See Course Map
Each Umpire/Monitor will have specific responsibilities, but the overriding rule is safety and fairness. All instructions given by these people must be acted upon; otherwise the offending crew may receive a penalty/s.

A list of Umpire/Monitor positions is available with brief descriptions of responsibilities to cover the key areas on and off water the water i.e. Car Park / Road Way, Towpath, Embarkation, Disembarkation, Control Commission, Hazards (Fixed and Variable).

Safety boats

The Club will man, with RYA2 qualified drivers, a minimum of 3 launches with expectations of 6 (RowSafe 7.4). They will be equipped with the safety equipment detailed in RowSafe. They will be positioned at the start, in the middle and at the end of the course. Any launch can be called to assist a crew in trouble by the nearest race official as they will be in radio contact and/ or hailing distance. Launches will inspect the course, clearing any significant debris before each division and will patrol their area not be stationary.

The launch drivers have a separate aide memoire detailing how they will affect a rescue. Any crew in trouble are to stay with their boat and follow the instructions given to them by the Safety Boat Crew. They will get you to the side, into the launch and back to the Landing stage as efficiently as possible.

Accident and Emergency Procedures

First Aid Cover, Race control will hold contact numbers for all First Aiders

A qualified First Aider will be at the club at all times. A list of First Aid and Defibrillation trains members will be held at race control. As all times at least 1 of each will be within the clubhouse in the refreshments area. Defibrillation equipment is located in the WSC. First Aid Kits are located in ARC and WSC and on each of the Launches.

In Event of Fire

Push break glass lactated at all exits doors to both the ARC and WSC. Alarm will sound. Please vacate building and return to your trailer and wait until a roll call from your own club officials and wait there until dismissed by either Stuart Murray, or Giles Hine.

Emergency Services

The nearest A&E unit is at the following location:

Salford Royal Hospital
Stott Lane,
Salford

M6 8HD

It will take about 8 minutes to reach.

Any Emergency Services called will be asked to attend Salford Water Sports Centre, 15 The Quays **M50 3SQ**

A person, assigned by Stuart Murray or Giles Hine, will meet and direct them to any Emergency.

Nearest phone box is by the carpark at the back of the Agecroft/watersports centre building. However if you do not have a phone ask the nearest person to you if can use theirs to ring for ambulance.

Emergency telephones are also held at watersports centre and Registration.

Useful Numbers

Emergency Services:	999 (or 112 from Mobile)
Local Police (non emergency)	0161 872 5050
Accident & Emergency	0161 789 7373 option 1(Salford Royal Hospital)
Docks Emergency Number	0151 327 4638

Emergency Equipment

In addition to the equipment present on the safety launches all Marshals and Umpires will have throw lines and thermal blankets available from them to use as and when required.

Pre Boating Safety Checks

The onus is on Clubs, Coaches and Crews to present all boats to the minimum standard laid down in the RowSafe Guide (*Section 7.1 Boats and Blades* -

Equipment Checklist) and BR Rules of Racing before being allowed to boat. Boats will be checked by before boating and any failures reported.

The following may be checked – heel restraints, buoyancy, bow balls, cox's lifejacket

Incident Reporting

Any incident or accident must be reported to Event Organiser and the Event Safety Adviser. The Event Safety Adviser will record any incidents and submit them online to British Rowing.

If in doubt any competitor, official, coach or spectator can and is encouraged to log any incidents on the BR website.

Emergency Response Plan / Incident Response Plan

The key to a successful Response is to have effective communication – be clear and concise with radio messages any communication in this regard should detail.

Contact Giles Hine by Radio or Phone (0798133016)

- a). Location
- b). Type of Boat (single, four, eight etc) and
- c). Nature of incident (capsize, collision etc)

All casualties will be given immediate first aid by the safety boat crew and moved to Race Control as soon as possible– the full details can be recorded and passed on later.

Water based incidents will be controlled initially by the Umpires / Marshals on duty, before the Safety Launch and Safety Adviser take over responsibility.

Off Water Incidents can be controlled initially by those finding the incident until the Safety Adviser and or First Aider takes over responsibility.

Alternative Arrangement Plan

The head race is undertaken on a wide navigable river and canal. The only conditions that would cause racing not to take place would be severe winds, fog or high flow . All other conditions would see some form of racing taking place.

If the event is to be abandoned in its entirety this will be determined the Thursday before the event so that all clubs are made aware before they travel.

At the start of the race day an assessment will be made by the Race Committee based on the fixed and variable aspects of the event i.e. Age, Experience / Category, 1x, 2x, Coxless, Front Loader, No under seat buoyancy, Weather, the course, Water Conditions, Other External Factors etc as to what categories are deemed able to race. Any restrictions will be advised to all Club coaches.

An ongoing assessment will be made during the day by the Race

Committee based on the fixed and variable aspects of the event i.e. Age, Experience / Category, 1x, 2x, Coxless, Front Loader, No under seat buoyancy, Weather, the course, Water Conditions, Other External Factors etc as to what categories are deemed able to races. Any restrictions will be advised to all Club coaches.

Note for Club / Coach / Individual

The Competition / Event will endeavour to provide a safe environment in accordance with British Rowing's "Row Safe", although competitors, coaches and clubs are specifically reminded that every person attending the event, including those competing, or officiating, do so entirely at their own risk and are solely responsible for:

- their own safety;
- ensuring that their boats are safe and are prepared to the standards required by British Rowing's "Row Safe" and the British Rowing Rules of Racing. Any boat found failing to meet the standard shall be excluded; the strict observance of the circulation pattern and British Rowing's "Row Safe"; deciding, together with their coaches, whether or not they are competent to compete in the prevailing weather and stream conditions;
- and ensuring 'a responsible adult' accompanies each junior competing in the event to assist them 'in loco parentis' with their responsibilities and assume responsibility for their welfare.

"Plan B"

Needed to cover for failure of any part of the planned safety arrangements – what, if, then, else

Failure of safety arrangements, Contact Giles Hine

In the event of:

the loss of a safety boat / multiple launches; will see a shortening of the course to maintain a 2-minute pick up time and / or operation of a batch system; loss of Umpire support; will be covered by extended shifts or others

suitably qualified officials and or persons; loss of Safety Adviser; will be replaced by Stuart Murray. loss of medical cover within ARC; will be covered by a qualified WSC First Aider loss of radio communications; will be covered by use of mobile phones;

Changes to racing arrangements may see the length of the course being shortened, restrict racing to larger boats and/or competent crews.

One permanent and one removable landing stage will allow multiple options to boat as conditions dictate.

These arrangements have been made based on experience of previous events and will be reviewed as situations develop.

Measures for Specific Hazards

Weather and water conditions

There will be some weather and water conditions that may require the event to be changed:

Conditions and Possible Prevention and Mitigation Measures.

Lightning - Suspend racing and stop boating until storm blows over.

Flooding (fast current and/or debris in water or on bridges) - Cancel event.

Limit entries to older and more experienced crews and larger boats

Heavy rain - Ensure appropriate clothing is worn at boat inspection and control commission.

Strong Wind – Cancel event. Ensure appropriate clothing is worn at boat inspection and control commission. Limit single and double crews.

Snow/ ice/very low temperatures – Cancel event. Ensure appropriate clothing is worn at boat inspection point. Limit entries to older and more experienced crews and larger boats.

Arrange for salt to be spread round boating area.

Water Level - water level too low – Cancel Event

Slips and trips

The boating and trailer areas should be kept free from blades, shoes, trestles, etc.

Wet surfaces – close to the water's edge can be slippery

Manual Handling

Launches onto water

Movements of equipment Setting

up landing stage

Car Park and Trailing Area

Car park marshals will be present to help people decide where to park. If in doubt the following applies:

Cars are to be parked outside of the trailer area.

Towing vehicles must be moved to the designated areas.

Camping

No Camping at this event.

Hygiene

Separate male and female toilets and washing facilities are available in the WSC on both levels

If utilities fail (water, sewerage or electricity) the Event Committee will contact the appropriate utility or contractor to rectify the problem.

Litter bins are to be provided. Competition / Event area is to be inspected during and after the event.

Normal hygiene procedures apply and ensure washing facilities are available to people serving food.

Alcohol will not be sold at this event.

Welfare

The welfare and well-being of all is paramount - regardless of age, sex, sexuality, ethnicity, religion or ability, all have equal rights to safety and protection. Event Committee believes that Special care is needed for children and vulnerable adults.

The British Rowing Welfare Plan has been adopted by the Club Welfare Officer. Should any welfare issue arise during the Event, the Event Organiser and/or Welfare Officer will report the matter to the British Rowing Child Protection Officer and the relevant authorities.