

Competition / Event Safety Plan

Introduction

The event will be hosted by Agecroft Rowing Club (ARC) on the River Irwell and Manchester Ship Canal between Victoria Road Bridge and BBC. Any crew found leaving the marshalling area above the start without permission of the marshal in that area will not be timed.

Events will be offered in categories – Seniors, Masters, Adaptive and Juniors with no restrictions on fine boat type. Racing will be over 4 divisions during the day.

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 Rules of Racing

Event Organisation

Event Organising Committee

This event is organised by Agecroft Rowing Club.

The Organising Committee are:

Chair of Organising Committee: Stuart Murray (07907901760) - Head contact

Event Secretary: Stuart Murray (07926 573458) - Head contact

Event Safety Adviser: Stephen Hitchen (07767 817176)

Chairman of Race Committee: John Impey (07952 485113)

Event Welfare Officer: Liz Bramhall (07910 834084)

Registration Secretary: Tom Dawson (07789200547)

Medical Officer: Dr Catherine Pringle

Club Captain: James Harris (07801 501449)

Treasurer: Andrew Jepson (agecroft.treasurer@gmail.com)

Volunteer Coordinator: Lucy Masters

Catering Coordinator: Joy Wilson

Race Committee: John Impey, Paul Jackson and Aiden Hunt

Race Control is 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

Communications

All umpires, marshals on the course and all launch drivers MUST collect radio before leaving control.

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
- o Circulation Pattern on and off water
- o Safety Plan
- o Course Map
- o All information is available on line on the Agecroft rowing club website <https://www.agecroftrc.org.uk/news--events.html>

Marshals' Briefing will be carried out by John Impey

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, a safety briefing and coxes meeting, led by **Bill Aldridge (or a deputy)**, will be given before boating for each division to advise all of the hazards on the course. Copies of the Safety & Welfare Documentation will be available to view at Registration. The Safety and Welfare advisors 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 Hansen) 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. Spare radios will be held in Race Control. Andy Greenwell (TBC) will clarify radio protocol, which is in line with Communication Row Safe's Radio Protocol section 2.3.

Instruct and Brief on when and how to use. A separate document on radio protocol and what to say if you have an incident will be supplied by Andy Greenwell (TBC) in umpires meeting.

Registration (**Tom Dawson**) 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 listed on page 1 who will listen and note any points to bring to the Wash Up meeting.

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

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 potential hazards and those with the highest RPN (Risk Priority Number) are addressed as a priority.

The Course Map, Circulation Pattern Diagram

The course map, also circulation pattern diagram are available on the club notice board and attached to changing room doors. The circulation pattern will also be explained on the day and is sent to all attending clubs.

Distances

The club has Marker points every 250m (approximately)

The event takes place over 3250m but could be reduced depending on weather conditions and other factors.

Note: Crews should 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 OS Grid Reference, Postcode M50 3SQ.
What 3 Words: - Gift.Leave.Bright

Race Marshals and Umpires (RMMU)

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

Safety boats

The Club will deploy with RYA 2 qualified drivers and First Aider, we will be using 6 launches, however the event will be cancelled or shortened if a minimum of 4 launches are not available (RowSafe 7.4). They will be equipped with the safety equipment detailed in RowSafe. They will be positioned throughout 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 and will patrol their area before each division.

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 of the course, into the launch and back to the Landing stage as efficiently as possible.

Emergency Equipment

In addition to the equipment present on the safety launches all Marshals and Umpires will have radios, loudhailers, throw lines and thermal blankets available.

Pre Boating Safety Checks

The onus is on Clubs, Coaches and Crews to present all boats to the minimum standard laid down in the Rules of Racing including RowSafe before being allowed to boat. Boats could be checked by Control Commission before boating and any failures reported to the Regional Safety Advisor.

The following must be checked – heel restraints, buoyancy, bow balls, Cox's lifejacket, boat ID number. Crews may receive advice on back stays.

Notes: Heel Restraints – As per new rule change.

Buoyancy - ALL boats competing in BR events must have integral full under seat buoyancy or additional buoyancy added by way of buoyancy bags or suitable alternatives providing a similar level of buoyancy.

Compromised bow / stern canvases must be repaired so are watertight.

Bow Balls must be securely fixed – not flex out of the way on impact, fixing must not be a potential hazard.

Boat ID must be displayed on all boats

Coxes must wear the correct type of life jacket for their boat, know how to use the life jacket and ensure it is operational.

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

In the event of an emergency

Contact Tom Dawson by Radio or Phone (07789200547)

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.

- 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 first aid room 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 nearest Safety Launch and first aider take over responsibility.

Off Water Incidents can be controlled initially by those finding the incident until the nearest 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 the intention is to cancel on 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 race. Any restrictions will be advised to all club coaches.

Shortening the Course

Should conditions not conducive to racing affect the upper river (casino bridge and higher), the race committee may shorten the course by moving the Start to Woden Street Footbridge (“the Green Bridge”). This should provide a marshalling area clear of the wind effects from the tall residential buildings. The Finish may also move 250m downstream to the Media City bridge.

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, feedback from NW Umpires’ audit reports and will continue to be reviewed as situations develop.

Note for Club / Coach / Individual

The Competition / Event will endeavour to provide a safe environment in accordance with British Rowing “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 “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, “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.

Slips and trips

The boating and trailer areas should be kept free from blades, shoes, trestles, etc. Wet surfaces can be slippery. Take care.

Manual Handling

Launches onto water
Movements of equipment

Car Park and Trailer 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.

Welfare Plan

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. The 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 and this competition.

Should any welfare issue arise during the event, the chair of the organising committee and/or Welfare Officer will report the matter to the British Rowing Child Protection Officer and the relevant authorities.

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 trained members will be held at race control. At 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

Break glasses are located throughout the building and 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 club officials and remain there until dismissed by event safety advisor.

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 Helly Hansen Water Sports Centre, 15 The Quays

OS Grid Reference 53.470969,-2.2912177

Postcode M50 3SQ.

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A person, assigned by Stuart Murray or Tom Dawson, will meet and direct them to the Emergency.

Nearest phone box is by the car park at the back of the Helly Hansen Watersports centre building. However, if you do not have a mobile phone ask the nearest person to ring for an ambulance.

Emergency mobile telephones are also held at Helly Hansen 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 (Peel Ports - Eastham)

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.

Umpires and Marshals to use 30/30 rule to assess the risk

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. Delay boating if necessary

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

Snow/ ice/very low temperatures – Cancel event if severe; otherwise ensure appropriate clothing is worn at boat inspection point. Consider limiting 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

Failure of safety arrangements, Contact Tom Dawson (07789200547)

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 by allocating experienced club members to act as Marshals

loss of Safety Adviser; will be replaced by Stephen Hitchen of Agecroft RC.

loss of medical cover within ARC; will be covered by Helly Hansen Watersports Centre First Aider

loss of radio communications; will be covered by use of mobile phones;