

Club Risk Assessment

Club	Liverpool Victoria Rowing Club	Date:	16th November 2018
Author	Club Rowing Safety Advisor	Rev:	1



Liverpool Victoria Rowing Club is on the West Float in Wallasey/Birkenhead. All rowing activity is carried out in close liaison with the Dockmaster to ensure that no commercial shipping movements will constitute a hazard to activity. If there is a commercial shipping movement on the water, rowing will be suspended or abandoned, as appropriate. There is no risk of strong stream conditions and any variation in water level will not affect rowing or embarkation, as the landing pontoon can rise and fall with the water level, on fixed guides. All land-based activity is within the building or on concrete or tarmac hard-surfaced areas.

No:	Hazard	Reduce probability of Hazard causing a Hazardous Event		Hazardous Event	Reduce the Severity of Harm		Harm	Severity (1-5)	Probability (A-E)	Level of Risk (L/M/S/I)	Action Owners											
		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Club Committee	Club Rowing Safety Advisor	Coaches	Other Club Officers	other							
Water																						
1	Boats afloat for rowing	Coaches and crews must have read the Club's Safety Policy and circulation plan before going afloat.	Prepare and provide safety briefing and inform coaches and crews that they must read it.	Capsize or sinking during practice	Safety policy and instructions advise crews that, dependent upon competence (assessed by the Coaches/Captain) they must not go afloat unless there is a rescue boat on the course (all junior crews must be supported by a Safety Launch).	All participants to familiarise themselves with Club Safety Policy. Display safety plan.	Cold water immersion leading to mild hypothermia	2	C	Low	X		X									
2					Rescue launches manned by lifesavers are in attendance at all times junior crews are on the water. All safety launches are in 2 way radio contact at all times.	Ensure that there is sufficient safety cover. Check equipment prior to use.					X	X										
3					Coxes' life jackets checked by Coaches/crews prior to going afloat. Particular attention paid to "front loader" boats.	Ensure that Coaches/crews checking equipment have instructions and a checklist							X									
4	Commercial traffic on water	No rowing boats to be on water in potentially conflicting situations with commercial traffic	Dockmaster is consulted before every rowing session and is in telephone contact with the Clubhouse	Near miss or collision with commercial vessel, which has the potential to cause serious harm to participants	If a ship is to berth at Lewis's Quay/Mobil Quay or to use the Graving Dock then all crews will be removed from the water (or prevented from boating) as the ship reaches 500 metres from the boathouse. If a ship is to berth at Oil Quay or Cavendish Quay, no boat should pass 500 metres from the boathouse. If a vessel is known to be leaving a berth in the West Float the separation distances above shall be maintained (i.e. no boating if a ship is leaving Lewis's Quay or Mobil Quay or no rowing beyond 500 metres from the boathouse if a ship is leaving a berth between the 500 metre mark and Duke Street Bridge). For all junior outings a Safety/launch will be placed between all crews and Duke Street Bridge throughout the outing.	Coach/Captain to suspend/abandon rowing as necessary. Once ships have moored, screws (propellers) have been stopped and all attendant tugs have passed through Duke Street Bridge, rowing activity can resume.		4	C	Substantial	X	X	X				X					

Weather														
5	Sudden bad weather causing un-rowable and/or dangerous conditions	Coaches/Captain or other senior Club Officer will stop rowing. Any crews on the water will be moved into the most sheltered area and shepherded back to the landing stages by Coaching/Safety launches.	Coaches/Captain take decision to shorten outings/suspend/abandon rowing as necessary. No crews to remain on water during storm	Boats capsize or are swamped	Fully equipped rescue launches manned by lifesavers should be available to all outings. All safety launches are in 2-way radio contact at all times.	Ensure that there is sufficient safety cover. Check equipment prior to use. All pedestrians to shelter in building. Senior Club Officer on site to announce action to be taken by loud hailer if necessary.	Cold water immersion leading to mild hypothermia	3	C	Moderate	X	X	X	
6					Coxes' life jackets checked by Coaches/crews prior to going afloat. Particular attention paid to "front loader" boats.	Ensure that Coaches/crews checking equipment have instructions and a checklist. All boats to be inspected for efficiency of buoyancy compartments before being allowed on water.						X	X	
7				Mild to moderate hypothermia experienced by participants	First Aid facilities available and Coaches/First Aid will alert Emergency Services if necessary. Dedicated warm room in boathouse (downstairs changing room).	Coaches/Senior Club Officer to prevent inadequately dressed crews from boating, dependent upon prevailing conditions.	Mild/moderate hypothermia					X		
8	Possibility of electrical storm	Provisions laid down in the document "Developing an action plan for risk from lightning" available from British Rowing to be followed:-	Ensure that Coaches and crews are adequately briefed.	Participant struck by lightning	Provisions for first aid, medical treatment, and casualty evacuation to hospital.	Ensure that first aiders, etc., are competent and properly equipped.	Electrical burns, shock	4	C	Substantial	X			
9		"Suspension and resumption of rowing should follow the 30/30 rule: rowing should stop when the flash-to-bang count is 30 seconds, and should not resume until 30 minutes after the last lightning."	Any variation from 30/30 rule to be agreed unanimously by Coaches/Captain/Senior Club Officer present.			If closer than 6 miles, rowing suspended and all crews removed from water. Rowing resumed after 30 minutes of no lightning/thunder. Coaches/Captain/Senior Club Officer present to announce suspension of rowing and subsequent resumption.					X	X		
10		All crews to leave the water immediately, instructions from Coaches/Captain/Senior Club Officer/Safety Launch crew present using radios in rescue boats.	Ensure that Coaches and crews are adequately briefed.								X	X		
Other water users														
11	Many Boats on the water	Circulation pattern in place and to be followed. Coaches and Safety Launch crews/all rowing crews to be vigilant for potential collisions and to take actions to prevent any collisions.	Ensure that Coaches/Safety Launch crews/rowing crews are properly equipped and briefed	Collision between crews training	Bow balls, heel restraints and buoyancy compartment aids to be checked by Coaches/all rowing crews prior to going afloat.	Circulation pattern in place.		3	C	Moderate	X		X	
12					Circulation pattern map and instructions provided for all crews. Crews going away from the boathouse to use the Birkenhead side and crews returning to the boathouse to use the Wallasey side (circulation pattern is changed for Merseyside Regatta and Head of the Float).	Circulation pattern is to be enforced by Coaches/Safety Boats.	Collisions				X		X	
13	Hypothermia	Adequate clothing and appropriate outing activity	Short outings and encourage crews to keep moving in cold weather.	Potential hypothermia	Control over boating to prevent crews waiting on water	Coaches prevent inadequately dressed crews from boating, dependent upon prevailing conditions.		3	C	Moderate			X	
14	Rowing			Injury of athlete during rowing (e.g., hit by blade as a result of a crab, hit by another boat in a collision, etc.)	First Aid facilities available and Coaches/First Aid will alert Emergency Services if necessary.	Ensure that first aiders, etc., are competent and properly equipped.		3	B	Low	X			

Local Environment													
15	Contracting Weil's Disease due to contact with infected areas	All participants warned on the need for good hygiene, including washing hands after contact with floors, equipment and dock water.	Club coaches to advise crews.		All cuts and abrasions to be cleaned and covered with waterproof dressings.	All participants to be advised that medical attention should be sought if cramps, fever or flu-like symptoms develop after activity.		4	B	Moderate	X	X	X
16	Contracting infection due to contact with Escherichia coli (e coli) from infected water	All participants warned on the need for good hygiene, including washing hands with warm water and soap after boating and contact with equipment and dock water.	Club coaches to advise crews.		All cuts and abrasions to be cleaned and covered with waterproof dressings. All contaminated kit to be washed as soon as possible.	All participants to be advised that medical attention should be sought if diarrhoea, abdominal cramps, blood in stools, vomiting, fever or flu-like symptoms develop after activity.		3	C	Moderate	X	X	X
Going afloat and landing													
17	Congestion in the boating area	Coaches/Senior Club Officer to manage boating on and off pontoon stage	Ensure that Coaches and crews are adequately briefed	Collision in boating area	Fully equipped rescue launches manned by lifesavers should be available to all outings. All safety launches are in 2-way radio contact at all times.	Ensure that there is sufficient safety cover. Check equipment prior to use.	Minor injury or Cold water immersion leading to mild hypothermia	2	C	Low	X	X	
Handling boats on land													
18	Boats being moved in the presence of pedestrians	Only crew members and Coaches/Club Officers allowed on pontoon landing stage	Ensure that Coaches and crews are adequately briefed	Collision of boat with pedestrian.	First Aid facilities available and Coaches/First Aid will alert Emergency Services if necessary.	Ensure that first aiders, etc., are competent and properly equipped.	Slight physical injury	2	C	Low	X		
19	Minor injuries caused during removing boats from racks/during rigging etc.	Safe boat handling practices	Club coaches to manage boat rigging	Minor injuries	Provide First Aid cover	Provide First Aid cover	Minor injury	2	B	Low		X	
20	Collisions between pedestrians and crews manoeuvring on land	Competence of crews and coaches	Boat rigging area managed to leave corridor for pedestrians	Minor injuries	Provide First Aid cover	Provide First Aid cover	Minor injury	2	D	Moderate		X	
Faulty, incorrectly set and poorly maintained equipment													
21	Failure of safety launch	All engines serviced regularly. Spare Safety boat to replace failed safety boat.	Rowing suspended by Coaches/Captain/Senior Club Officer until safety boat cover is restored.	failure of safety launch	Spare Safety Boat to replace failed safety boat	Ensure that launch drivers are appropriately briefed.		2	B	Low		X	
22					Launch driver will radio/telephone to Boathouse to advise of problem; Senior Club Officer to arrange for second launch to retrieve the broken-down launch and recover to the boat house for repair.	Ensure that communications are effective.					X		X
23	Equipment Failure whilst on water	Adequate maintenance of boats	Regular checks by Coaches/crews	Failure of equipment	Pre-boating checks of boats	Coaches/crews to examine boats before use. Safety boats to be within hailing distance to effect on-water repairs. If necessary crew will be escorted back to landing stage via circulation pattern. Repairs book maintained in boathouse lobby. Defective boats 'quarantined' until repaired as necessary.		2	D	Moderate		X	X
Pre-existing health conditions and low levels of fitness													
24	Pre-existing health conditions			Collapse of athlete on landing stages (e.g., asthma attack or serious fall)	First Aid facilities available and Coaches/First Aid will alert Emergency Services if necessary.	Ensure that Coaches/crews/Senior Club Officers are properly briefed and equipped and that there are competent, well equipped first aiders, etc.	Serious health implications for participant	3	B	Low	X		X
25	Pre-existing health conditions			Collapse of athlete during on-water rowing activity (e.g., asthma attack)	First Aid facilities available. Launch driver to remove participant from rowing boat and to alert boathouse by radio/telephone. Participant to be treated by First Aider if possible. Coaches/First Aid will alert Emergency Services if necessary.	Ensure that Coaches/crews/Senior Club Officers are properly briefed and equipped and that there are competent, well equipped first aiders, etc.	Serious health implications for participant	3	C	Moderate	X		X

Other													
26	Vehicle/Pedestrian/Trailer collisions	Safe boat/trailer handling practices	Tower/Club coaches to manage trailer loading	Collision between vehicle/trailer and pedestrian or other vehicle/trailer	Separate vehicle and trailer parking areas. No trailers to be moved unless supervised	Dedicated trailer parking area on quayside	Physical injury	3	A	Low	X		X
27	General trips and falls	Boating area to be kept tidy and clear of unused equipment. Boathouse aisles to be kept clear. All fire exits and stairwells to be kept clear and no combustible materials to be kept in fire exit areas.	Blades to be stored on racks against fence backing landing stage. Boathouse to be kept tidy	Minor injuries	Coaches/crews to be briefed on good practice. Adequate lighting to be maintained on fire exits and stairwells. Adequate weekly cleaning and maintain all areas in a tidy condition	Coaches/Senior Club Officer to manage boating activity. Premises Manager/Senior Club Officers to ensure all areas kept tidy.	Minor injury	2	B	Low		X	X
28	Participants falling into dock	Awareness of unprotected quayside. Fencing provided at platform area and corner steps	Fencing to be maintained by Peel Ports		Coaches/crews to be briefed on good practice. Life rings available and placed by launching area and on quayside.	Coaches/Senior Club Officer to manage boating activity	Major injury/drowning	4	B	Moderate	X		X
29	Fatal illness			Fatal illness	Provide First Aid cover. Coaches/First Aid will alert emergency services if necessary.	Provide First Aid cover	Fatal illness	5	B	Substantial	X	X	
30	Dangers from electrical equipment, computers, cabling on ground	Tidy cable runs. Effective electrical connections protected from water ingress.	All electrical equipment powered from boathouse. All circuits protected by RCD unit.	Electrical burns, shock		Maintain electrical equipment within boathouse	Electrical burns, shock	4	B	Moderate	X		X
31	Fire in boathouse	Marked Fire Exits and Fire Extinguishers. Telephone to Emergency Services.	Fire Extinguishers checked annually.	Fire	All occupants to leave building in the event of fire. All fire exits to be capable of opening and fully signed. Fire assembly point at corner of Jenkins Warehouse	Club Rowing Safety Adviser to manage Fire Marshals. All Fire Exits to remain clear during building use. Rear electric fire door shutter to be open during building use. Telephone Emergency Services. Monthly fire alarm tests and evacuation drills by Premises Manager	Major injury	4	A	Low	X	X	X
32	Vehicle Fire	Fire Extinguishers in boathouse	Fire Extinguishers checked annually.	Fire	All occupants to leave area in the event of fire.	Club Rowing Safety Adviser to manage Fire Marshals. Telephone Emergency Services	Major injury	4	A	Low	X	X	X
33	Bomb warning	All club members to be vigilant of suspicious items	Club members to be briefed	Major injury	All occupants to leave area in the event of bomb warning.	Evacuation of area by announcement by loudhailers if necessary	Major injury	4	A	Low	X		
34	Boat trailers falling into dock	Vehicles and trailers parked in managed area off road away from dock edge.	Club members to be briefed	Loss of equipment	Trailer parking area kept locked	Coaches/Senior Club Officers to ensure that trailers are parked along warehouse wall and not along quayside. All trailer drivers to ensure that trailer brakes are firmly applied when loading.	Loss of equipment. Possible injury	1	A	Low	X	X	
35	Major injury to participant or visitor on site	First Aid facilities available in boathouse	First Aid facilities to be available in boathouse	Major injury	Provide First Aid cover	First Aid facilities available. First Aider/Coaches/Senior Club Officer will telephone Emergency Services if necessary	Major injury	4	B	Moderate	X	X	X
36	Minor injury to participant or visitor on site	First Aid facilities available in boathouse	First Aid facilities to be available in boathouse	Minor injuries	Provide First Aid cover	First Aid facilities available. First Aider/Coaches/Senior Club Officer will telephone Emergency Services if necessary	Minor injury	2	B	Low	X	X	X
37	Vehicle collision at egress from LVRC site	Competence of drivers		Vehicle collision	Competence of drivers		Vehicle collision and consequent injuries	4	B	Moderate	X		X
38	Burns, scalds in kitchen	Provision of adequate kitchen equipment and training	Maintain tidy kitchen and safety equipment	Burns, scalds	Provision of adequate kitchen equipment and training	Maintain tidy kitchen and safety equipment	Burns, scalds	4	B	Moderate	X		X