

Safety Plan – Stourport Regatta

1.0 Introduction

Stourport Boat Club will host a two day annual Regatta, usually held on the second weekend in August.

2.0 Applicable Documentation

In preparing this plan the requirements of the following documents have been referred to and this document details event specific requirements. The general requirements included within the following documents are to be followed but are not reproduced in this plan.

The ARA Rules of Racing
The ARA Water Safety Code and Guidance Notes
SBC event Risk Assessment

3.0 Prior to event

Following a clubs request to enter the event, a map of the course along with the racing rules and instructions will be sent out along with the race entry draw.

The Risk Assessment and Safety Plan for the event will be shown to the Police, the Rivers Authority, the local bungalow club and event river rescue team. The operators of the two local pleasure steamers will also be informed of the event, and supplied with walkie-talkies for communication with race control over the weekend.

3.0 General Information available to crews on the day

At several locations in and around the Boat Club, the following information will be displayed:

- Racing rules and instructions to competitors,
- Map of the course including hazards
- Emergency and other useful telephone numbers
- Directions to telephones, hospitals, GP surgery and pharmacy

4.0 Organisation and Responsibilities

The event is organised by the SBC Committee, which includes the following personnel:

Fred Caswill	Regatta Secretary
Andy Hough	Umpire Secretary
John Davies	Safety Advisor

On the day, various members of SBC volunteer to carry out roles allocated by the Committee and are split into the following teams.

Trailer Parking	Within Swifts football club grounds, and adjacent to club
Car Parking	Adjacent to rugby pitch
Boating Marshals	On landing stage, and lawns adjacent to club
Course Marshals	Various locations on riverbank.
Race control	In finish tent
Registration	Adjacent to boat marshalling/checking area

Mobile Marshals	In launches on the river
Start Team	Start tent
Finish Team	Finish tent

In addition to SBC officials, five ARA accredited umpires will be stationed in strategic positions along the course on Saturday (1100m course) as indicated on the course map. On the shorter (650m) Sunday course, three umpires will be present.

The two local pleasure steamer operators will also be in communication with Race Control to advise when they would like to proceed along the racing course. The start umpire will be instructed to suspend racing at the next convenient opportunity, and informed again when racing can recommence.

5.0 H&S Arrangements and Welfare

The nearest Hospital facilities are at the Primary Care Trust Hospital in Kidderminster for minor injuries, and the Worcester Royal Hospital in Worcester for accident and emergency. Location maps and telephone numbers for both hospitals are available from Race Control, located in the finish tent.

First Aid cover will be provided and will be located near to the club house. Transport to a local hospital will also be available throughout the day.

Registration is located adjacent to Race Control (finish tent). Emergency information, instructions for competitors and a course map will be on display.

Two rescue launches will be supplied and manned throughout the event (see below)

Race Umpires sited on floating platforms will be provided with life jackets.

Warning signs will be displayed along the public footpath in front of the boating area to advise members of the general public to exercise caution as there may be boats crossing.

Separate male and female toilets with hand washing facilities are located adjacent to the member's bar on the first floor, and also within the boathouse changing rooms, where there are also showers available.

Hot & cold refreshments and food will be on sale throughout the day available from the member's bar.

6.0 Emergency Procedures

In the event of an accident on the water the alarm should be raised by the nearest official or marshal with a radio. The details of the Accident must be re-laid to Race Control and the nearest Safety boat using the radio. The start umpire will be instructed by Race Control to suspend racing.

The safety boat in attendance may call for assistance from other safety boats or marshals.

Depending on the severity of injuries, casualties should be taken to the landing stage area for treatment by the First Aid Team. There is limited vehicular access for emergency services along the riverbank on the town side of the river, if injuries are more serious.

In the event of an Accident on land the nearest SBC representative should deal directly with the incident. Casualties should be brought to the First Aid Team for treatment. In severe cases contact the emergency services direct by dialling 999 from the nearest mobile phone, emergency telephone in the boathouse, or the phone in the club house.

Any umpire or SBC race official can request that the event be cancelled, or racing be stopped if in their opinion it is dangerous to run the event safely due to inclement weather, ie. lightning strikes,

strong winds, etc. Race Control will immediately consult with umpires and race officials and agree to either delay racing, or call the event off. The decision will then be relayed to all competitors and spectators. Crews on the water at the time will be escorted back to the landing stage by rescue and marshalling launches.

7.0 Accident Reporting

Any incident or accident must be reported to race control and the club Safety Advisor. The Safety Advisor will record any incidents/accidents in the clubs accident/incident log. The Event Safety Advisor will complete the standard forms and submit them to the regional rowing council regional water safety advisor and the ARA.

8.0 Monitoring Safety

All volunteers will receive a briefing on the day of the event and will be shown a copy of the event risk assessment. It is the responsibility of each volunteer to monitor safety in his or her area of influence.

Any issues are to be raised between divisions with the Chairman of the race committee and the Safety Advisor so that appropriate action can be taken before the next race.

9.0 Communication

Communication will be maintained using hand held walkie-talkies. The following will have radios.

Each umpire	5 Sat, 3 Sun
Race Control	1
Bank Marshals	2
Each marshal on the water	1 for each launch (2 in total)
The start umpire	1
Rescue launches	1 for each launch (2 in total)
Pleasure Steamer operator	1 for each steamer

A sign placed on the river bank approx 300m down stream from the finish line will advise other river users of the event and also supply a radio channel number to contact race control on, should they wish to proceed up stream along the course. Should this be the case then race control will advise the start umpire to suspend racing at the next convenient opportunity.

In addition to the above, the following mobile phone numbers will be available to contact key race personnel.

Andy Hough – 07966 268 373
Paul Danby – 07740 721 204
John Davies – 07971 638 676
Fred Caswill-- 07875577845

10.0 Marshalling

A minimum of two marshalling launches on the water will be available primarily to assist with crews making their way to the start, but also to transport personnel and provisions during the day along the length of the course. They are also available to carry out others tasks, as and when necessary. Although each launch is equipped with buoyancy aids, throw bags, thermal blankets, knife and basic first aid kit, they will only assist the rescue launches in carrying out rescue operations, if necessary.

The marshalling launches will be on the water at least 30 minutes before crews are due on the water for the first race of the day to ensure that the course is clear. Marshals will also be in position on the moored boats and on the bank/steamer under the bridge before the first crews take to the water and make their way to the start.

11.0 Rescue Launches

Trained personnel will provide specialist rescue boats.

Saturday - One boat will be positioned at the landing stage adjacent to the 750m point, and another will be positioned near to the moored boats.

Sunday – One will be positioned half way along the course.

12.0 Safety Plan Approval and Review

The Events Secretary and the Safety Advisor will approve this plan prior to the event taking place.

The plan will be reviewed annually by the SBC Committee prior to when the event is to be held so that sufficient time is given for implementation of additional measures.

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