



Stourport Boat Club Safety Plan

(Including the clubs Safety Rules and Emergency Procedures)

Introduction

The purpose of this plan is to describe how club members should act in order to keep themselves and others safe when on the water and undertaking land training activities. **Members must be familiar with this document, along with the club's risk assessment.**

The Club, through the Committee, will encourage safe practice having due regard for the guidance provided by British Rowing in RowSafe.

We:

- Believe that harm is not an inevitable consequence of our activities and that incidents that cause harm can be avoided
- Will strive to provide an environment in which the sport can be practiced safely and enjoyably by our members
- Will guide and lead our members in a way that fulfils these aims
- Recognise that our members have primary responsibility for their own safety and the safety of others.

Members' Health and Fitness

New members must disclose any pre-existing health condition(s), which could affect their ability to train safely, as part of their application process

Existing members are encouraged to discuss any health and/ or fitness concerns with the club/ their coach. Any pre-existing health conditions must be disclosed. Support will be given to members with pre-existing health conditions, but must refrain from training, should their condition compromise their safety or that of others.

Under no circumstances will members be pressured to train, should they feel unwell or unfit.

Competitions should be notified, should a member's pre-existing medical condition have the potential to impact their safety, or that of the event.

River Quality Levels

Members should be cognizant that our waterways may be contaminated with waterborne hazards and viruses such as blue green algae (cyanobacteria) and leptospirosis (Weill's disease). All members should be familiar with British Rowing's guidance in regards to such diseases.

We may also be faced by other poor water quality issues, such as phosphates, nitrates, and E. coli. Storm overflow drains are present upstream from the club, so particular care should be exercised after heavy periods of rain and high river levels.

Members are encouraged to undertake the following mitigations to reduce the risk of infection:

- Cover all cuts, grazes and blisters with waterproof dressings
- Wash or shower after significant contact with the water
- Clean all cuts and grazes thoroughly
- Take care not to swallow any water that may splash into your mouth
- Where suitable footwear, if it is necessary to wade into the water – i.e. river level is above the landing stage
- Clean down all equipment with a bucket and sponge
- If taking a bottle of water onto the boat, ensure it has a closed top

Swimming Standards

All members must be able to swim a minimum of least 50 meters in light clothing.

All members, parents and guardians of junior members will be required to sign a declaration on the club application form confirming that he or she can meet our minimum swim standard.

The club will hold regular swim tests together with annual capsizing drills to ensure that all members can meet this requirement.

Boat Safety Checks

Before any outing is undertaken, all equipment must be checked to ensure that it is in a safe condition and in working order:

- Check the hull and canvases for damage
- Check the bow ball

- Check the heel restraints
- Check all hatch covers are in place and secure
- Check that riggers and gates are secure.

Under no circumstances whatsoever shall any boat be taken onto the river if it does not meet the above checks.

All deficiencies must be reported to the Captain/Vice Captain or in their absence the Club Safety Officer, who must take appropriate action to ensure that the boat is not used until it satisfies safety requirements.

A “DO NOT USE” notice, with a description of the deficiency should be prominently (and firmly), affixed to the boat, so that others do not take it out on the water until the repair work has been completed.

Safety and Emergency Equipment

Coxswains **MUST** always wear a life jacket while on the water and use a Cox Box, so the crew and other boats can hear instructions clearly.

The life jacket must be checked for serviceability at the start of each outing.

Any lifejackets found to be damaged must be reported to the Safety Officer ASAP.

There are four launch rescue bags located in the boat house adjacent to the steps to the boat house. Coaches/ launch drivers must take a rescue bag with them when on the water. The bags should be checked before taken out.

Other First Aid kits are in the boat house adjacent to the former men’s changing rooms, the kitchen and gym.

A community defibrillator is located on the river side external wall of the boathouse, next to the main boat house doors.

Emergency equipment

Item	Location	Comments
Rescue Bags x 4	Hanging inside boathouse entrance. Each contains: a first aid kit, throw line, a lifejacket, whistle and emergency blankets.	To be checked prior to being taken out.
Throw Lines x 2	Hanging inside the boathouse entrance, and on the supporting column of the middle boat shed.	

Life Jackets x 6	Hanging inside the boathouse entrance.	Checked before each outing and serviced annually.
Defibrillator x 1	Stored outside the club house adjacent to the boathouse main doors.	Access code: C159X 999 MUST be called if the defib is used.
First Aid Kit x 4	Inside the boathouse, adjacent to the former men's changing rooms. In the kitchen above the handwash sink. Two in the gym: in a wall mounted cabinet next to the doors, and a portable kit located on the gym shelves.	

Use Of First Aid Kits

All members are to inform the Captain/Vice Captain or Safety Officer when used so that:

- The Captain/Coach/Safety Officer are made aware of the situation
- That they can ensure that the appropriate level of stock is maintained in the first aid kit
- An Incident Report is logged.

Clothing

- Crews must always dress for the conditions, while ensuring the clothing will not impede their ability to row
- Single scullers and bow seat crew members **must** ensure they are wearing a high-visibility top to help them to be seen while on the water
- All club members planning to go out must ensure they've a change of clothing with them and a towel, in the event of capsizing. Spot checks may be performed by the Captain/Vice Captain or Safety Officer and failure to produce the items when requested will result in your outing being cancelled.

Boating

- All crews must ensure boats are logged either on iCrew to ensure boats are not double booked and indicate who is on the river
- All rowing shall take place between upstream of the landing stage to the 'caravans' and downstream to the weir (See the Stourport Boat Club – River Map for more details)
- All crews should know how to carry boats properly and safely from the boathouse onto the landing, showing due care when using the steps to the landing stage
- Boats leaving from the club landing stage shall be carried out with the bows facing upstream, likewise all landings at the landing stage shall be with the bows facing upstream
- It is the responsibility of anyone boating unsupervised, or anyone supervising crews, to carry out a risk assessment prior to going afloat. The river and weather conditions, in addition to crew competency and experience level, must be taken into account

- When back on land, each crew must clean the boat's hulls, riggers and seating areas before returning to the boat house/outdoor racking
- **River levels** are measured from the Bewdley station as the clubs nearest river level point. It can be monitored on our club website, the .GOV.uk website and safety post found at the base on the main steps to the landing:
 - Where the current level is shown at **2.7m or more**, it would indicate that river levels at Stourport Boat Club are on the **RED** safety post marker, where **rowing is not permissible**
 - At **2.69m to 1.30m**, the river level is on the **AMBER** mark and above the landing stage making boating a significant challenge
 - Levels at **1.30m** are on the **GREEN** marker, but still 150mm above the landing stage. Wellies are required and boating continues to be challenging
 - River levels at **1.10m** or less are considered **normal rowing conditions**, where the river is below the landing stage.

If there is any doubt "DON'T GO OUT".

In the event of thunder and lightning the 30/30 rule will be implemented, i.e. all rowing will cease at a Flash-Bang of 30 secs (6 miles) and will not be resumed until 30 mins has elapsed from the last observed thunder or lightning. If crews are afloat, they shall leave the water as quickly and safely as possible, shepherded back by safety launches if appropriate.

In the event of very cold weather, the Captain/Vice Captain or Safety Officer may suspend rowing.

Pedestrians and the Public

Always take great care when carrying boats and blades to and from the landing stage. A narrow but occasionally busy public footpath lies between the boathouse and landing stage steps and care must be taken to ensure members of the public are not injured, walking into boats being carried at shoulder height.

Gym and Land Training Equipment

Members are to use the gym in accordance with its timetable.

The club has eight Concept Rowing machines (Ergos) for members use; these should only be used following a course of instruction from a competent user.

All members must not use the weight training equipment unless they feel confident in using them. If in doubt, please ask. All weights must be returned back to their racks, and should never be left on equipment or the gym floor.

Rowing has a good safety record (as far as major injuries are concerned) however, it is incumbent on all its members to respect all club equipment and to take care in its use.

Building and Fire Safety

Club members should familiarise themselves with the fire evacuation plan, located around the club house.

If you hear the fire alarm and it is not a false alarm, leave the building immediately to the safety of the main gate and call 999.

The building will have a valid fire risk assessment in place and an annual gas check undertaken. The fire alarm system and extinguishers are also serviced in accordance with the recommended servicing intervals.

The kitchen will meet relevant food hygiene standards.

Incident Reporting

It is a club requirement that all incidents are reported.

Everyone can help to improve safety by reporting incidents on the British Rowing Incident Reporting System. This confidential reporting system is for everyone; clubs, individuals (members and non-members) and competitions to report an incident or concern. Incidents that cause harm or damage, however trivial, should be reported as well as those where an injury, health issue or damage has occurred. Near misses should also be reported as these can provide useful information that may help someone to avoid a serious incident.

<https://incidentreporting.britishrowing.org/>

If members are unable to use the portal, please notify the club's Health and Safety Officer, or a member of the committee.

EMERGENCY PROCEDURES

Supervised/ Coached Water Sessions

In the event of an accident or incident on the water, which results in injury or illness and/ or boat damage, the crew should return to the club as soon as possible, where safe to do so, and assisted by the safety launch - rowers must abide by the coach's instructions. If the incident has led to a significant injury or illness, it may be appropriate for the rower to be brought onto the safety launch. All safety launches must have a rescue bag on board. In all instances, the recovery of the injured rower must be a priority, but the remaining crew's needs must also be considered i.e. their ability to return to the club unaided factoring in their competence and river/ weather conditions. Any response should take into account the individual circumstances.

In the event of minor injury on the water, casualties should be taken to the landing stage area for treatment by a club First Aider.

In severe cases contact the emergency services directly by dialing 999 or 122 from the nearest phone.

Vehicular access to and from the club grounds will be kept clear, but access remains limited.

Unsupervised Water Sessions

In the event of an accident or incident on the water, which results in minor injury or illness and/ or boat damage, the crew should return to the club as soon as possible, where safe to do so.

If the incident leads to significant injury and/ or illness, leaving a member unable to row, or the boat is compromised, they should call for assistance - it is on this basis that the club recommends at least one mobile phone, per boat. If a safety launch is unable to attend, then the emergency services should be called. Members should be aware of the challenges the riverbank can cause in terms of access, so should return to the club to land, if this does not endanger life.

In the event of minor injury on the water, casualties should be taken to the landing stage area for treatment by a club First Aider.

In severe cases contact the emergency services directly by dialing 999 or 122 from the nearest phone.

Vehicular access to and from the club grounds will be kept clear, but access remains limited.

Lone outings

If a member is on a lone outing, or has attended the club on their own, they do so in the knowledge that the club may be unable to respond to a call for help, and no First Aiders will be present. It is on this basis that the club discourages lone outings for all members but under no circumstances are they allowed for juniors or vulnerable members. Mobile phones should be carried.

Accidents on land

Accident or incidents on land and within the club house, should be brought to the attention of a club's First Aider, and when practicable to do so, the club's Safety Officer should be notified.

In severe cases contact the emergency services directly by dialing 999 or 122 from the nearest phone.

Vehicular access to and from the club grounds will be kept clear, but access remains limited.

Extreme weather

In the event of lightening, the 30/30 rule will be adhered to, and rowing is not permissible. If rowing is underway, instructions will be given to crews on the river to clear the course, and to make their way back to the Club to land, accompanied by safety launches if present.

The Club Captain and/ or Safety Officer, can suspend rowing at any point if they deem conditions to be unsafe or a crew/ single sculler lack a sufficient level of experience to competently deal with the conditions.

First Aiders

The club's first aiders are as follows:

- Jodie Howson
- Ryan Clarke
- Mark Betson
- Tyler Elwell
- Alice Jeffrey

Emergency Contacts

Emergency Services: 112 or 999

Police Non-Emergency: 101

Stourport Police Station: 030 333 3000
Bewdley Road, Stourport on Severn, DY13 8YZ

Kidderminster Hospital and Treatment Centre: 01562 823424
Bewdley Road, Kidderminster, DY116RJ

Worcestershire Royal Hospital (Worcester): 01952 641 222
WR5 1DD

Boat Club Address

Stourport Boat Club
The Boat House
Dunley Road
Stourport on Severn
DY13 0AA

What3Words?

Moons.transfer.super

Version	Date & Reviewer	Summary of Changes
2	16/03/2024 Luke Barnett	First aid box locations, incident reporting process and defib details.
2.1	06/04/2024 Luke Barnett	Insertion of emergency procedures and extra guidance for pre-existing health conditions. First Aiders now included