

Risk Assessment

Event	OURCs Autumn Fours	Date:	17/09/2017
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No:	Hazard	Reduce the probability that a Hazard causes a Hazardous Event		Hazardous Event	Reduce the Severity of Harm caused by the occurrence of a Hazardous Event		Harm	Severity (1-5)	Probability (A-E)	Level of Risk (L/M/S/H)	Action Owners												
		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Race Secretary	Race Committee	Incident Co-Ordinator	Launch Drivers	Senior Umpire	Marshals	Other	if other, who?					
Water																							
1	Boats afloat for racing	Coaches and crews must have read the Safety Briefing and circulation plan before going afloat for practice or racing. Marshals to check all boats for adequate buoyancy measures, e.g. properly fitted hatch covers, before boating.	Prepare and provide safety briefing and inform coaches and crews that they must read it. Marshals briefed on boat checks.	Capsize or sinking during a race	Rescue with launch Administer First Aid. Warm casualty up slowly.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Cold water immersion leading to mild hypothermia	2	C	Low	X	X		X						Coaches, coxswains/steerspeople, crews			
2	Boats afloat for racing	Crews to be aware of and follow circulation plan. Marshals to direct crews.	Prepare and provide safety briefing and inform coaches and crews that they must read it. Race Committee/Secretary/marshals to remain vigilant for incorrect circulation and communicate to crews circulating incorrectly.	Collision with bank or another boat	Boats fitted with backstays on forward-most port and starboard riggers and securely attached bow balls Rescue with launch. Administer First Aid.	Marshals to perform boat checks on all boats before boating, having been briefed beforehand. A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Damage to boats Injury to crews	2	C	Low	X	X		X						Coaches, coxswains/steerspeople, crews			
3	Athletes who are unable to swim being present in racing crews	All college crews must have passed an OURCs swim test.	Entries system prevents college crews with non-swim-tested crews being entered for racing.	Athletes who are unable to swim falling into deep water	Rescue with launch. Administer First Aid. Warm casualty up slowly.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Water aspiration, drowning	5	A	Moderate	X			X						Club captains			
4	Launches afloat	All launch drivers operating during the hours of racing are to be RYA2 trained.	Refresher training available if required.	Capsize of launch	Second launch available to assist. Rescue with launch. Administer First Aid. Warm casualty up slowly.		Cold water immersion leading to mild hypothermia	2	B	Low		X		X									
5	Launches afloat	All launch drivers operating during the hours of racing are to be RYA2 trained.	Refresher training available if required.	Collision involving launch	Second launch available to assist and tow damaged launch.		Damage to launch	2	C	Low		X	X	X									
6	Launches afloat	All launch drivers operating during the hours of racing are to be RYA2 trained.	Refresher training available if required.	Collision involving launch	Second launch available to assist. Rescue with launch. Administer First Aid.		Injury to launch crew	2	B	Low		X	X	X									
7	Launches afloat	All drivers or passengers to be seated or holding on to something.	Passengers to be instructed on how to stay safe whilst on a launch.	Falling out of launch	Lifejackets worn by everyone; kill cord worn by the driver at all times. Rescue with launch. Administer First Aid. Warm casualty up slowly.	A reminder of life jackets and killcords to be given to all launch drivers. A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Cold water immersion leading to mild hypothermia	2	C	Low		X		X					X	All launch passengers			
8	Launches afloat	Kill cord worn by the driver at all times.	A reminder of kill cords given to all launch drivers	Uncontrolled driverless launch	Second launch available to recover and tow first launch.	A second launch is available at all times.	Uncontrolled launch collides with boats/obstacles.	3	B	Low	X		X	X									
9	Poor launch driving	All launch drivers to be RYA2 trained	Refresher training available if required	Capsize of launch Falling out of launch	Lifejackets worn by everyone on launch, kill cord worn by the driver at all times.	A reminder of life jackets and killcords to be given to all launch drivers	Cold water immersion leading to mild hypothermia	2	B	Low		X		X									

10	Spare launch afloat outside of racing hours	Spare launch drivers operating outside the hours of racing to have been instructed in required competencies for the role.	Refresher training available if required.	Capsize of launch or collision involving launch	Second launch available to assist. Rescue with launch. Administer First Aid. Warm casualty up slowly.		Cold water immersion leading to mild hypothermia	2	C	Low		X	X					
Weather																		
1	Possibility of electrical storm	All crews to leave the water immediately, instructions from Race Secretary or Senior Umpire using radios carried by launch drivers.	Ensure that marshals, coaches and crews are adequately briefed.	Rower or official struck by lightning	Provisions for First Aid, medical treatment and casualty evacuation to hospital; AEDs mounted on downstream side of Pembroke BH, upstream side of Balliol BH, front of University BH, downstream side of Longbridges BH, downstream side of Falcon BH and downstream side of the Riverside Centre.		Electrical burns, shock	3	B	Low	X				X			
2	Bad weather causing un-rowable and/or dangerous conditions	Modified flag system to be followed (see below).	Weather and stream to be monitored in consultation with EA.	Crews swept into obstacles	A fully equipped safety launch in attendance at all times	Ensure that there is sufficient safety cover. Check equipment prior to use.	Equipment damage Rowers injured. Cold water immersion leading to mild hypothermia	3	C	Moderate	X	X		X	X		X	Coaches, coxswains/steerspeople, crews
3	Bad weather causing un-rowable and/or dangerous conditions	Cancellation or restrictions to be implemented if appropriate.	Weather and stream to be monitored in consultation with EA.	Boats capsizing or swamping	Rescue with launch Administer First Aid. Warm casualty up slowly.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Cold water immersion leading to mild hypothermia	2	B	Low	X			X	X			
4	Low visibility	Use adequate lighting on boats. If visibility is reduced to less than 100m on any part of the racing course, then racing is suspended or cancelled.	Organisers to monitor conditions. Crews to be warned before the race if low visibility is likely to occur.	Crews crashing into obstacles or other boats or other river users	Boats fitted with backstays on forward-most port and starboard riggers and securely attached bow balls Rescue with launch. Administer First Aid. Warm casualty up slowly.	Marshals to perform boat checks on all boats before boating, having been briefed beforehand. A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Equipment damage Rowers injured. Cold water immersion leading to mild hypothermia	3	B	Low	X	X		X	X		X	Coaches, coxswains/steerspeople, crews
5	Icy conditions	Safety launches used to clear small quantities of ice from the racing course. Racing cancelled if launches cannot sufficiently clear the race course of ice.	Race officials and marshals to monitor weather conditions.	Boats collide with ice	Rescue with launch if necessary. Use launch to escort damaged boats to closest landing stage.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Damage to boats	3	B	Low	X	X		X		X		
6	Significant ice on towpath	No bank riding Crews requiring bank riders not allowed to race.	Senior Umpire and Race Secretary monitor conditions and make decision	Slipping on ice Cyclist collides with bystander, cyclist or fixed object.	Administer First Aid.	Provide adequate First Aid cover.	Injury from slipping or collision	2	B	Low	X					X	X	Bank riders
Other water users																		
1	Other river traffic	Signs visible to river traffic displayed at the entry points onto the course. Senior Umpire to check river is clear using marshals and ensure other river users on the racing course are static before starting racing. Marshals to make sure crews stick to the sides of the river, as shown by the circulation pattern, leaving the centre free. Ensure crews do not spin in front of cruisers. Moor cruisers when a race is about to go off. Coxswains/steerspeople to observe the circulation pattern and not to spin in front of cruisers. Racing to be stopped by marshals if river traffic seems likely to cause a hazard to racing crews.	Pre-event contact made with other river users alerting them to the event (see event plan). Install signs displayed at the entry points onto the course. Brief marshals to make sure crews stick to the sides of the river, as shown by the circulation pattern, leaving the centre free, and not to allow crews to spin in front of cruisers. Key marshals equipped with megaphones to hail crews and all marshals to communicate to other river users entering the course. Create holding points to moor cruisers up at when a race is about to go off. Brief coxswains/steerspeople to observe the circulation pattern and not to spin in front of cruisers. Brief crews to be aware of small craft such as paddleboarders and/or swimmers.	Collision between a crew and another river user	Boats fitted with backstays on forward-most port and starboard riggers and securely attached bow balls Rescue with launch. Administer First Aid. Warm casualty up slowly. A fully equipped safety launch in attendance at all times	Marshals to perform boat checks on all boats before boating, having been briefed beforehand. Ensure that there is sufficient safety cover. Check equipment prior to use.	Cold water immersion leading to mild hypothermia	3	B	Low	X	X		X	X	X		Coxswains/steerspeople, other river users
Local environment																		
1	Objects in the river	Move any small object in the river that can cause an obstruction, using the launches if necessary. Protect crews from larger, immovable objects or suspend racing while they are moved.	Inspect course before start of racing. Race officials and marshals to remain vigilant for new objects entering.	Collision with objects Capsize	Rescue with launch if necessary Use launch to escort damaged boats to closest landing stage.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Damage to boats, cold water immersion leading to mild hypothermia	2	B	Low	X	X		X		X		

2	Debris in river	Launch crews to clear river of debris as appropriate.	All launch users to be vigilant for debris in river.	Failure of engine due to fouling of propeller	Rescue with another launch Remove debris from propeller.	Launches to carry British Rowing recommended safety equipment, including a knife and paddle.	Damage to launch	2	B	Low						X			X	All launch passengers	
Handling boats on land																					
1	Boats being moved on land	Crew and coxswains to remain aware of spectators on land whilst moving boats.	Clubs aware of responsibilities for any supporters and spectators.	Collision between boats or blades and spectator	Administer First Aid.	Ensure adequate medical cover present. Marshals available at boathouses with radios to contact medical cover.	Injury to bystanders, cold water immersion leading to mild hypothermia	2	C	Low									X	Coxswains, crews	
2	Boats being moved on land	Crews recommended to lift with a straight back and use good technique. Coxswains to monitor safe technique	Coxswains recommended to observe crew lifting boat and check for safe technique	Lifting boats with poor technique	Administer First Aid.	Ensure adequate medical cover present. Marshals available at boathouses with radios to contact medical cover.	Spinal or other injuries	3	B	Low									X	Coxswains, crews	
Faulty, incorrectly set and poorly maintained equipment																					
1	Poorly maintained rowing boat	Boat checks to be conducted by marshals and crews.	Ensure that marshals checking equipment have instructions and a checklist.	Equipment failure Possible capsiz	Rescue with launch Administer First Aid. Warm casualty up slowly.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Damaged equipment Mild hypothermia	2	C	Low						X		X	X	Coxswains, crews	
2	Heel restraints broken or too loose	Boat checks to be conducted by marshals and crews.	Ensure that marshals checking equipment have instructions and a checklist.	Rower trapped in capsized boat	Rescue with launch	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Becoming trapped in boat	3	B	Low						X		X	X	Coaches, coxswains, crews	
3	Coxswain wearing incorrect or poorly fitted lifejacket	Coxswains in bow-loaded boats are not permitted to wear lifejackets that inflate automatically. Coxswains to fit lifejackets correctly.	Instructions to marshals and competitors	Coxswain trapped in capsized boat	Rescue with launch	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Becoming trapped in boat	3	B	Low						X		X	X	Coxswains, crews	
4	Poorly maintained pontoon floats	Boat checks to be conducted by marshals and crews.	Ensure that marshals checking equipment have instructions and a checklist.	Equipment failure Possible capsiz	Rescue with launch Administer First Aid. Warm casualty up slowly.	A fully equipped safety launch in attendance at all times Ensure that there is sufficient safety cover. Check equipment prior to use.	Damaged equipment Mild hypothermia	2	C	Low						X		X	X	Coxswains, crews	
5	Poorly maintained launch	Launches to be serviced regularly.	All launch users to be vigilant of any abnormal launch behaviour and report it.	Mechanical failure	Racing to be suspended until minimum number of operational launches achieved (2).		Damage to launch	2	B	Low						X			X	All launch passengers	
Pre-existing health conditions and low levels of fitness																					
1	Strenuous exercise	Rowers should warm up on land and warm down and stretch. Coaches and captains to take into account medical history when selecting crews. Rowers should not compete if they feel unwell or are injured.		Over-exertion	Marshal contacts Race Desk who summon a launch to assist and alert first aiders by radio. Administer First Aid.	Ensure that marshals are properly briefed and equipped and that there is medical cover.	Hyperventilation, pulled muscles, cramp, back injury	1	D	Low	X								X	X	Captains, coaches, coxswains, crews
2	Pre-existing health conditions	Crew members are responsible for carrying their own medication if required (e.g. inhaler). Athletes with pre-existing conditions are (along with their club) expected to be managing these in line with medical and BR guidance and taking appropriate precautions.	Brief competitors.	Collapse of athlete on landing stages (e.g., asthma attack or serious fall)	Marshal contacts Race Desk who summon a launch to assist and alert first aiders by radio. Administer First Aid.	Ensure that marshals are properly briefed and equipped and that there is medical cover.	Serious health implications for competitor	3	B	Low	X								X	X	Captains, coaches, coxswains, crews
3	Pre-existing health conditions	Crew members are responsible for carrying their own medication if required (e.g. inhaler). Athletes with pre-existing conditions are (along with their club) expected to be managing these in line with medical and BR guidance and taking appropriate precautions.	Brief competitors.	Collapse of athlete on the water (e.g., asthma attack)	Marshal contacts Race Desk who summon a launch to assist and alert first aiders by radio. Administer First Aid.	Ensure that marshals are properly briefed and equipped and that there is medical cover.	Serious health implications for competitor	3	C	Moderate	X								X	X	Captains, coaches, coxswains, crews
Contagious diseases																					
1	Contagious diseases	Following National Health Service advice and government advisories	Sabbatical to remain aware of national health emergency news.	Participants needing to be hospitalised	Follow national health advice at the time.	Follow national health advice at the time.	Potentially serious health issues	2	A	Low	X	X	X	X	X	X	X	X	X	Members of competing clubs	
Other																					

1	Bank riders cycling fast to accompany crews	Only one bank rider allowed with each crew unless a second is allowed by Race Committee to train a Novice coxswain. Race Desk to keep a list of crews allowed two bank riders to ensure total number of bank riders stays low.		Collision involving accompanying cyclists	Bank rider stops to provide assistance or information as required. Marshal contacts Race Desk, who summon a launch to assist and alerts first aiders by radio. Administer First Aid.	Ensure that marshals are properly briefed and equipped and that there is medical cover. Bank riders will understand and are expected to carry out their responsibilities if involved in towpath accidents, as per the event plan.	Injury to cyclists and pedestrians, possibly immersion	1	D	Low	X					X	X	Bank riders
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In the event of the Environment Agency (EA) displaying Amber or Red Boards at the local locks which indicates a Strong Stream, OURCs have developed a range of contingency plans to allow the Regatta to continue in some form. (In brackets is the Flag state relating to the number of bucks drawn, which dictates what rowing takes place during training):

Controls in place to reduce risks	Persons responsible for ensuring controls in place
Blue Flag (2-3 bucks) Good conditions (high water, but low stream and wind): Full Programme Poor conditions (high stream or winds): Senior Umpire to consider whether coxing restrictions, coxless-boat restrictions or smaller-boat restrictions are required, with the aid of the Captain of Coxes for coxed crews. The course may be shortened on the SU's advice and consideration given to not permitting any above-Gut crew to go through the Gut. Crews may be permitted to withdraw with no financial penalty at the discretion of the Race Secretary.	Race Committee, Race Secretary, Senior Umpire
Amber flag (4 bucks) No Novice status coxswains. SU to consult with the OURCs Captain of Coxes regarding any further coxing restrictions. SU may restrict small-boat or coxless boat racing depending on the precise conditions. The course will be shortened on the SU's advice and consideration given to not permitting any above-Gut crew to go through the Gut. Crews may be permitted to withdraw with no financial penalty at the discretion of the Race Secretary. The race may be completely cancelled at the SU's discretion.	
Red Flag (5+ bucks) No Racing – event is cancelled.	

		People	Assets	Probability				
				A	B	C	D	E
				Highly improbable <i>(has not been known to happen in rowing)</i>	Improbable <i>(has been known to happen in rowing)</i>	Possible <i>(could happen to about 1% of the club's active members per decade)</i>	Probable <i>(could happen to about 1% of the club's active members per year)</i>	Highly probable <i>(could happen to about 10% of the club's active members per year)</i>
Severity	1	Slight injury or health effect <i>(Requires little or no treatment; no need to take time off rowing or training)</i>	Minor damage to equipment <i>(<£100)</i>	Low	Low	Low	Low	Moderate
	2	Minor injury or health effect <i>(Requires First Aid or rest; potentially a few days off rowing or training)</i>	Damage repair costs low <i>(£500)</i>	Low	Low	Low	Moderate	Substantial
	3	Moderate injury or health effect <i>(Requires treatment beyond simple First Aid; potentially a week or so off rowing or training)</i>	High damage repair costs <i>(>£1000)</i>	Low	Low	Moderate	Substantial	Intolerable
	4	Major injury or health effect <i>(Requires hospital treatment for more than one day; potentially a few weeks off rowing or training)</i>	Very high damage repair costs <i>(loss of boat, 3rd party damage)</i>	Low	Moderate	Substantial	Intolerable	Intolerable
	5	Fatality or Life Threatening Injury or Health Effect <i>(could end a rowing career or cause hospitalisation for a few months)</i>	Major damage & major costs <i>(loss of several boats, high 3rd party damage)</i>	Moderate	Substantial	Intolerable	Intolerable	Intolerable

Low	An acceptable level of risk. No additional barriers/controls are required. Start or continue the activity but check that the current barriers/controls remain effective.
Moderate	An acceptable level of risk that should be reviewed. Implement additional barriers/controls to reduce the risk if the opportunity arises. Start or continue the activity with care.
Substantial	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced.
Intolerable	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. Prohibit the activity if it is not possible to reduce the risk.

Event Responsibilities

Event Committee	Incident Co-Ordinator	Launch Driver	Senior Umpire	other (specify)
Display safety plan.	Check safety equipment prior to use.		Ensure that marshals checking equipment have instructions and a checklist.	
Ensure that there is sufficient safety cover.	Ensure that launch drivers are appropriately briefed.			
Ensure that there are sufficient launches.				
Ensure that medical cover, etc., are competent and properly equipped.				
Ensure that marshals, coaches and crews are adequately briefed on response to lightning.				
Ensure that Warning notices are displayed for other river users.				
Ensure that marshals and Race Control are properly equipped and briefed.				
Ensure that communications are effective.				

