

Risk Assessment

Event	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/I)	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 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			X	X	Coaches, coxswains, crews				
1	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	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.	Damage to boats Injury to crews	2	C	Low	X	X		X			X	X	Crews, coxswains, coaches				
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	Crews, coxswains, coaches				
3	Cox wearing incorrect or poorly fitted lifejacket	Coxes in bow loaded boats are not permitted to wear lifejackets that inflate automatically Coxes to fit lifejackets correctly	Instructions to marshals and competitors, remind crews that coxes in bowloaders may not wear auto-inflating lifejackets	Cox 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	Athletes who are unable to swim being present in racing crews	All college crews must have passed an OURCs swim test. All non college crews must enter a declaration of swimming ability or proof of passing an OURCs standard 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 following each division	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	4	A	Low	X			X				X	Club secretaries				
5	Poorly maintained equipment	Boat checks to be conducted by marshals and crews	Ensure that Marshals checking equipment have instructions and a checklist	Equipment failure possible capsize	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				
6	Safety Launch	All launch drivers to be RYA2 trained	Refresher training available if required	Capsize	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									
6	Safety Launch	Lifejackets worn by everyone, kill cord worn by the driver at all times.	A reminder of life jackets and killcords to be given to all launch drivers	Falling Out	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	All launch passengers				
7	Poor launch driving	All launch drivers to be RYA2 trained	Refresher training available if required	Capsize 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									

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, Umpires, 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 University BH, and upstream side of Balliol BH.	Ensure that first aiders, etc., are competent and properly equipped.	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	2	D	Moderate	X	X	X	X	Coxswains, crews, coaches		
2	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	3	B	Low	X		X	X			
3	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	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.	Equipment damage Rowers injured Cold water immersion leading to mild hypothermia	3	B	Low	X	X	X	X	Coxswains, crews, coaches		
4	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			
5	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	Bankriders	
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 up at when a race is about to go off. Coxes observe the circulation pattern and do not 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. Also 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 coxes to observe the circulation pattern and not to spin in front of cruisers. Brief coxes and crews to be aware of small craft such as paddleboarders and/or swimmers.	Collision between a crew and another river user	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	3	B	Low	X	X		X	X	X	Coxswains, 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 the crews from larger, immovable, objects or suspend racing while it is 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			
Handling boats on land																	
1	Boats being moved on the 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	
1	Boats being moved on the 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	Debris in river	Crew 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	Launch to carry British Rowing recommended safety equipment, including a knife and paddle.	Damage to launch	2	B	Low			X		X	All launch passengers	
2	Poorly maintained launch	Launch 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 summons launch to assist and alerts First Aid 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	Coxswains, crews, coaches, captains
2	Pre-existing health conditions	Crew members are responsible for carrying their own medication if required (e.g. inhaler)	Brief competitors	Collapse of athlete on landing stages (e.g., asthma attack or serious fall)	Marshal contacts Race Desk, who summons launch to assist and alerts First Aid 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	Coxswains, crews, coaches, captains
3	Pre-existing health conditions	Crew members are responsible for carrying their own medication if required (e.g. inhaler)		Collapse of athlete during a race (e.g., asthma attack)	Marshal contacts Race Desk, who summons launch to assist and alerts First Aid by radio.	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	Coxswains, crews, coaches, captains
COVID-19																	
1	Holding an event during COVID-19 pandemic	All participants will be requested not to attend the event if they are displaying any symptoms of COVID-19, or if they are self-isolating or in quarantine, as outlined in government guidance Record of competitors kept via OURCs database for more than 21 days; contact details also supplied via database (GDPR-secure)	Brief college clubs through pre-event information as soon as entries open, encourage entrants to partake in the regular symptom-free testing programs offered by the University	COVID-19 transmission during event through direct, airborne or indirect transmission. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	C	Low	X	X				X	Members of competing clubs
2	COVID transmission through race desk activities	Entries will be carried out online, no at-event registration is necessary for local events, no bow numbers or cox numbers are used; distancing maintained for any visitors queuing at race desk	Spare PPE available at race desk, for people who want it	Direct transmission of COVID-19 amongst competitors and/or race desk. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	C	Low	X	X				X	Members of competing clubs
		Race desk to be set up in a well-ventilated space	Boat bay doors kept open during racing	Airborne transmission of COVID-19 amongst competitors and/or race desk. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	B	Low	X	X					
		Spare hand sanitiser, wipes and cleaning materials available at race desk if needed		Indirect transmission of COVID-19 through equipment sharing/high-touch surfaces at race desk COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	A	Low	X	X	X	X	X	X	Members of competing clubs
3	COVID transmission through First Aid provision	First Aid providers (Epione Medical) are experienced and will take all necessary precautions; anyone assisting them will follow their advice	Discuss with Epione Medical beforehand	Direct transmission of COVID-19 through First Aid provision. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	C	Low	X	X	X	X	X	X	Members of competing clubs, First Aiders
4	COVID transmission during marshal briefing	Marshal briefing to be conducted outdoors, if at all possible		Direct transmission of COVID-19 during marshal briefing. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	B	Low	X	X	X	X	X	X	Members of competing clubs
5	COVID transmission associated with shared equipment - i.e. between marshals, timing teams	Provision of hand sanitiser to anyone using shared equipment		Indirect transmission of COVID-19 through equipment sharing. COVID-19 infection or symptoms appearing later	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	Potential serious health implications for a difficult COVID case; wider spread of the virus within the University, households and local community	2	A	Low	X	X	X	X	X	X	Members of competing clubs
6	High-Risk Individual helping on event committee or participating in event	Encourage individuals more at-risk to severe COVID-19 infection to take outdoor roles	Brief race committee and competing clubs beforehand by email	COVID-19 infection of High Risk Individual leading to severe illness or hospitalisation	Use of Oxford University's in-house testing service, together with Test and Trace information-sharing	All students are required to keep colleges informed of COVID cases and symptoms and to cooperate with testing and tracing	High Risk Individual contracts a serious case of COVID-19, possible hospitalization; wider spread of the virus within the University, households and local community	4	B	Moderate	X	X	X	X	X	X	Members of competing clubs

Other															
1	Bankriders cycling fast to accompany crews	Only one bankrider allowed with each crew unless a second is allowed by Race Committee to train a novice cox Racedesk to keep a list of crews allowed two bankriders to ensure total number of bankriders stays low	Collision involving accompanying cyclists	Marshal contacts Race Desk, who summons launch to assist and alerts First Aid by radio. Administer first aid	Ensure that Marshals are properly briefed and equipped and that there is medical cover	Injury to cyclists and pedestrians, possibly immersion	1	D	Low	X			X	X	Bankriders

Glossary

direct contact transmission

Direct transmission occurs when microorganisms are transmitted directly from an infectious individual to another individual without the involvement of another contaminated person or object (fomite).

E.g. breathing, coughing, shouting, singing, physical contact

airborne transmission

The spread of infection from one person to another by airborne particles (aerosols) containing infectious agents.

indirect contact transmission

Indirect transmission occurs when microorganisms are transmitted from an infectious individual to another individual through a contaminated object or person (fomite) or person.

E.g. on surfaces, clothing, door handles etc.

High Risk Individual

An individual at high risk of severe illness from Coronavirus

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 Regattas to continue in some form. (In italics 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
<p>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 small-boat racing 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.</p>	Race Committee, Race Secretary, Senior Umpire
<p>Amber flag (4 bucks) No Novice status coxes. 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.</p>	
<p>Red Flag (5+ bucks) No Racing – event is cancelled</p>	