

# Risk Assessment



<b>Event</b>	<b>BUCS Head 18/19 February 2023</b>	<b>Date: 25/11/19</b>	<b>Dec-19</b>
<b>Author</b>	<b>David Robinson (updated Andy Crawford 14.02.23)</b>	<b>Rev: Final 14/02/2023</b>	<b>4</b>

No:	Hazard	Reduce probability a 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					Event Committee	Event RSA	Safety Boat Drivers	Control Commissions	other								
<b>Water</b>																							
1	Boats afloat for practice	Coaches and crews must have read the Safety Briefing and circulation plan before going afloat for practise or racing.	Prepare and provide safety briefing and inform coaches and crews that they must read it.	Capsize or sinking during practice	Safety plan and instructions to competitors advise crews that they must not go afloat unless there is a rescue boat on the course.	Send Safety plans to clubs and instruct them to inform their crews. Display safety plan.	Cold water immersion leading to mild hypothermia	2	C	Low	X												
2					Local instructions to be issued informing crews that there will be no safety cover during practice and that any outings are undertaken at their own risk					#N/A	X												
3	Boats afloat for racing	Coaches and crews must have read the Safety Briefing and circulation plan before going afloat for practise or racing.	Prepare and provide safety briefing and inform coaches and crews that they must read it.	Capsize or sinking during a race	Land marshals and marshalling boats in place covering the whole race course.	Marshals to have megaphone to communicate with crews and two-way radio contact with Safety Boats and Marshalling boats	Cold water immersion leading to mild hypothermia	2	C	Low	X	X											
4					A fully equipped rescue launch manned by lifesavers is also in attendance at all times.	Ensure that there is sufficient safety cover. Check equipment prior to use.				#N/A	X												
5					Coxes' life jackets checked by crews prior to going afloat to race.	Ensure that Umpires checking equipment have instructions and a checklist. Umpires to conduct spot-checks on equipment and lifejackets				#N/A						X							
6	Rough Water	Review of conditions in the week leading up to the competition and before boating each division	Organising committee and club RSA to liaise with RRSA	Swapping/capsize	Proceed with shorter course, avoiding areas of danger. Cancelling division or event if this is not possible.	Ongoing assessment of conditions before and during event	Cold water immersion leading to hypothermia	2	C	Low	X	X											
7	Too little water	Arrange event so that there is at least 1m water for an hour before and after each division	Consult Port of Tyne tide tables	Landing or collision with rocks	Crews to return to shore and assess extent of damage		Damage to equipment	3	A	Low	X	X											
8	Large debris in water following heavy rain	Monitor weather leading up to event. Assessment of course prior to boating first division by launch crew. Crews and marshals to maintain good lookout.	Ongoing assessment of conditions.	Collision with object	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	B	Low	X	X	X										
9	Boats in trouble (Swamping/collision/ landing)	Marshals with megaphones and 2-way radios located at key points of the course to be vigilant for potential collisions and to take actions to minimise any collisions.	All crews to maintain good lookout and shout warnings to encroaching crews	Collisions with other crews	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	B	Low				X									
10	Inexperienced crews and coxes	All crews to read pre-event information and adhere to instructions from marshals. Marshals placed down course to advise crews which way to move (eg Port or Starboard).	Coaches to assess competence of crews prior to entry and restrict entries to those not yet competent.	Obstruction leading to collision with boat or bank	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	C	Moderate				X			X						
11	Crews stopping on finish line	Finish judge and marshals to use megaphones to keep crews moving. Instructions in pre-event information.	Marshalling launch past finish line	Collision	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	C	Moderate				X			X						

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		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Event Committee	Event RSA	Safety Boat Drivers	Control Commissions	other	
12	Fast-moving tide or stream	Marshals in areas of congestion (start and finish areas) to help crews avoid potential collisions	Marshals to have megaphones	Crews unable to control boat, causing collision	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	b	Low				X		
13	Returning crews on path of racing crews	Racing crews advised to keep to Southern middle arch through Newburn bridge and to maintain position on the river past the bridge. Returning crews to keep to North bank after turning.	Marshals and umpires on Newburn bridge, on finish line and on the water in this area	Collision	Crews to return to shore and assess extent of damage or injury.	Rescue launches to tow crews back if they are unable to get back under their own power. Administer first aid. Call emergency services if needed.	Injury to athlete. Damage to equipment.	3	c	Moderate				X		
<b>Weather</b>																
1	Sudden bad weather causing un-rowable and/or dangerous conditions	Any umpire or other key race official will stop racing. Any crews on the water will be moved into the most sheltered area and shepherded back to the landing stages by umpire launches and rescue boats.	Use of contingency documents/cancellation plans	Boats capsize or are swamped	A fully equipped rescue launch manned by lifesavers is also in attendance at all times as well as the Rowing Club safety launch. Both safety launches are in 2-way radio contact at all times.	Ensure that there is sufficient safety cover. Check equipment prior to use. All marshalling boats to have up to date 'launch bags' including foil blankets	Cold water immersion leading to mild hypothermia	3	c	Moderate	X	X				
2					Coxes' life jackets checked by crews prior to going afloat to race. Particular attention paid to "front loader" boats (unlikely to be many of these at this regatta).	Ensure that Umpires checking equipment have instructions and a checklist. Umpires to conduct spot-checks on equipment and lifejackets				#N/A					X	
3	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 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.	Ensure that first aiders, etc., are competent and properly equipped.	Electrical burns, shock	3	b	Low	X					
4		"Suspension and resumption of racing should follow the 30/30 rule: racing 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 Event Chairman, Safety Adviser, Starter. Race Committee Chairman and all members of Race Committee.		Monitor the direction of any storm potentially affecting racing. If there is a chance of the storm hitting then racing to be suspended.	In the case of any doubt racing will be suspended	Electrical burns, shock			#N/A	X	X				
5		All crews to leave the water immediately, instructions from Safety Adviser or Race Committee Chairman using radios in rescue boats and in umpires' launches. Transport to be available to move rowers from the bank to areas of safety.	Ensure that Marshals, Umpires, Coaches and crews are adequately briefed.		Crews and spectators to seek places of shelter; ideally these would be buildings or cars.	Avoid sheltering under trees on remaining on water.				#N/A	X					
6	Fog/mist	Assessment of weather forecast prior to event. Assessment of course prior to boating to ensure safety.	Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Collision. Unwitnessed capsizes	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed		Injury to athlete/Equipment damage. Cold water immersion leading to hypothermia.	3	c	Moderate	X	X				
7	Heavy rain	Assessment of weather forecast prior to event. Assessment of course prior to boating to ensure safety. Marshals to ensure competitors have suitable clothing	Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Competitor not wearing waterproof clothing	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed		Hypothermia	3	c	Moderate	X	X				
8			Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Poor visibility leading to collision or unwitnessed capsizes.	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed	Ensure event is covered by suitably trained Safety boat teams and First Aiders	Cold water immersion leading to hypothermia.	3	b	Low	X	X				

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		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Event Committee	Event RSA	Safety Boat Drivers	Control Commissions	other
9	Strong wind	Assessment of weather forecast prior to event. Assessment of course prior to boating to ensure safety. Marshals to ensure bowballs/heel restraints and adequate buoyancy	Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Swamping/Capsize.	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed	Ensure event is covered by suitably trained Safety boat teams and First Aiders	Cold water immersion leading to hypothermia.	3	b	Low	X	X			
10			Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Collision with object/bank/other boat	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed	Ensure event is covered by suitably trained Safety boat teams and First Aiders	Injury to athlete. Equipment damage	3	c	Moderate	X	X	X		
11	Cold weather/Snow	Assessment of weather forecast prior to event. Assessment of course prior to boating to ensure safety. Marshals to ensure competitors have suitable clothing	Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Competitor not wearing sufficient clothing	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed	Ensure event is covered by suitably trained Safety boat teams and First Aiders	Hypothermia	3	c	Moderate	X	X	X		
12	Wind against tide	Assessment of weather forecast prior to event by launch crew. Assessment of course prior to boating to ensure safety.	Ongoing assessment of conditions by marshals with two-way radios in contact with race control.	Rough water causing swamping/capsize or crews unable to progress.	Marshals with two-way radio to advise safety boat, who will undertake rescue as necessary. Contact First Aid or emergency services as needed	Ensure event is covered by suitably trained Safety boat teams and First Aiders	Injury to athlete/Equipment damage. Cold water immersion leading to hypothermia.	3	c	Moderate	X	X	X		
<b>Other water users</b>															
1	Many Boats on the water	Marshals with megaphones and 2-way radios located at key points of the course to be vigilant for potential collisions and to take actions to minimise any collisions.	Ensure that Marshals are properly equipped and briefed	Collision	Bow balls, heel restraints and buoyancy compartment aids may be inspected by officials prior to going afloat to race.		Injury to athlete. Damage to equipment.	2	c	Low	X		X		
2		No warming up or practice starts are allowed in the navigation channel.	Ensure that this is included in the information and briefing to coaches and crews.	Collision	Competitors and coaches are responsible for ensuring that their boats are safe and are prepared to the required standards at all times including practice.	Include in information to Clubs	Injury to athlete. Damage to equipment.				X	X			
3	Racing	In accordance with British Rowing's rules of racing.	Include this fact in information for competitors	Collision between 2 racing crews during a race	If a clash becomes serious and is likely to damage equipment or athletes, the umpire should stop the race.	Ensure that Umpires are properly equipped and briefed	Injury to athlete. Equipment damage	3	B	Low	X				
4		Umpires and marshals on bank/bridge or in launch to instruct slower crews to make way for faster crews	Remind Umpires and marshals								X				
5	Racing			Injury of athlete during a race (e.g., hit by blade as a result of a crab, hit by another boat in a collision, etc.)	Umpire contacts Race Control, who summons lifeguards and safety boat to assist and alerts Medical Officer and First Aid by radio.	Ensure that Umpires and Race Control are properly equipped and briefed	Injury to athlete. Equipment damage	3	B	Low	X				
6										#N/A					
<b>Local Environment</b>															

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		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Event Committee	Event RSA	Safety Boat Drivers	Control Commissions	other	
1	Racing and returning crews in same stretch of water	Crews to maintain vigilance west (upstream) of Newburn Bridge	Include in safety briefing and instructions to competitors	Racing crew colliding with returning crew	Crews to clear racing line ASAP. In cases of significant impact crews to stop racing and return to shore, avoiding racing crews, in order to assess the extent of damage or injury	Information included in safety briefing	Injury to athlete. Damage to equipment.	3	c	Moderate				X		
2	Bridges	Crews to use centre arches only	Include in safety briefing and instructions to competitors	Collision with bridge	Crews to clear racing line ASAP. In cases of significant impact crews to stop racing and return to shore, avoiding racing crews, in order to assess the extent of damage or injury	Information included in safety briefing	Injury to athlete. Damage to equipment.	3	b	Low	X					
3	Mudflats	Include in safety briefing to crews/coaches/coxes	Include in safety briefing and instructions to competitors	Landing on mudflat	Crews to remain in boat and alert marshals. Await rescue.	Information included in safety briefing	Damage to equipment	3	a	Low						X
4	Moored boats at marina	Include map of race course	Include in safety briefing and instructions to competitors	Collision with moored boat	Crews to clear racing line ASAP. In cases of significant impact crews to stop racing and return to shore, avoiding racing crews, in order to assess the extent of damage or injury	Information included in safety briefing	Injury to athlete. Damage to equipment	3	a	Low				X		X
5	Exposed conditions downstream of Scotswood Bridge	Crews not allowed to boat without suitable clothing	Launching marshals to ensure racing crews wearing adequate clothing	Crews kept waiting in cold/windy conditions	Crews to alert marshals. Affected athlete to be provided with warming blanket and returned to shore for gentle re-warming	Safety launches manned by appropriately trained crew	Hypothermia	3	b	Low	X					
6										#N/A						
<b>Going afloat and landing</b>																
1	Steep steps	Presence of helpers for launching and landing.	Ensure enough helpers available by means of a jobs rota	Capsize	Crews to exit water and change into dry clothes		Cold water immersion	2	b	Low						X
2	Crews adjusting equipment by steps	Marshals on steps to inform all crews to adjust away from boating area	Ensure enough helpers available by means of a jobs rota	Collision	Marshal to liaise with crew and determine whether they need to return to shore. Marshalling boat to assist crew if unable to return under their own power.	Marshals to have megaphone. Ensure sufficient cover provided for event.	Injury to athlete. Equipment damage	3	c	Moderate						X
3	Steps in poor condition/slippery	Launching marshals and helpers to advise crews of hazards	Ensure enough helpers available by means of a jobs rota	Trips or slips	If unable to proceed with race then crews to return boats to trailer area (with helpers if needed) and assess extent of damage. Marshals to contact First Aid team by radio	Ensure First Aid cover provided for event	Injury to athlete. Equipment damage	3	b	Low	X					X
4	Strong wind	Event only to be run in suitable conditions. Crews to land with bows facing into prevailing conditions. Presence of helpers on steps.		Difficulty landing boats	Safety boat/marshal boat to rescue boat and assist them in landing safely	Ensure sufficient safety cover provided for event and that this is available until all boats have landed.	Crews unable to return to shore	3	b	Low				X		

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		Barriers	Action to maintain barriers		Controls	Action to maintain controls					Event Committee	Event RSA	Safety Boat Drivers	Control Commissions	other	
5	Large number of crews trying to land at the same time	Finish and landing marshals to give clear instructions to crews. Marshal to ensure appropriate spacing between crews in order to avoid 'log-jam' at steps. All crews to land with bows facing into prevailing conditions	Steps marshals to have megaphone.	Collision, causing damage or capsize	Safety boat/marshal boat to rescue boat/casualty in the case of injury or capsiz	Ensure sufficient safety cover provided for event and that this is available until all boats have landed.	Equipment damdge. Injury. Cold water immersion	3	c	Moderate				X		X
6	Submerged rocks	Ensure boating begins with enough water to allow numerous eights to be afloat at the same time	Consult Port of Tyne tide tables	Collision	Crews to remove boat from water, clear landing area and assess damage		Equipment damdge.	2	b	Low						X
7	Oars left away from boat	Presence of launching helpers. No boat to be left unattended		Boats drifting	Marshalling boat to retrieve floating boat and return it to shore	Ensure sufficient safety cover provided for event and that this is available until all boats have landed.	Loss of boat	2	a	Low						x
<b>Handling boats on land</b>																
1	Boats being moved in the presence of pedestrians and cyclists	Warning signs on path advising cyclists to slow down. Boating marshals to maintain vigilance and provide appropriat instructions	Include in briefing to competitors and marshals	Collision of boat or cyclist with pedestrian.	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Slight physical injury	2	c	Low	X					
2	Presence of lots of boats and trailers	Advise crews of limited space and the need for vigilance	Include in safety instructions to competitors	Collision with other boat/trailer	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Slight physical injury	2	c	Low	X					
3	Crews not adhering to boating times	Crews issued with boating times and locations prior to event. Calling marshals to tell crews when they are expected to boat.	Instructions issued to competitors	Crew late for boating	Crews to boat at back of division if late reporting to boating steps. If delaying event then disqualification possible.	Any crews not downstream of the car crusher 5 minutes before the start of the race will be instructed to turn around and will not be allowed to race	Delay of event	2	b	Low						X
4	Obstacles on boating steps/Slippery steps.	Volunteers to clear obstacles prior to event.	Event committee to assess the state of steps before race day	Trips or slips	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Damage to equipment. Physyical injury	3	b	Low	X					
5	Muddy conditions round trailers.	Straw to be put on grassed areas to help absorb water.	Ensure sufficient straw available prior to race day	Trips or slips	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Damage to equipment. Physyical injury	3	c	Moderate	X					
6	Oars left in thoroughfares	Marshals to inform crews if their equipment is causing an obstruction. If the crews do not move equipment then marshals to do so.	Volunteers to help clear areas of obstruction	Trips or slips	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Damage to equipment. Physyical injury	3	a	Low						X
7	Presence of straw on ground	Competitors advised of need for extra care when walking over straw	Information issued to crews	Trips or slips	Marshall contacts Race Control, who summons alerts Medical Officer and First Aid by radio.	Ensure that first aiders, etc., are competent and properly equipped. Check that radios work properly and that users are competent to use them.	Damage to equipment. Physyical injury	3	b	Low	x					
<b>Faulty, incorrectly set and poorly maintained equipment</b>																
1	Failure of Marshal's launch	All engines serviced in week prior to event. Race will continue; other marshals have full sight of the course from the start line and can use megaphone to control most of the race – finish judges to take control past finish line if finish launch fails.		Marshal's launch breaks down during a race	Any available marshalling launch in the vicinity will take over the race	Ensure that launch drivers and Marshals are appropriately briefed.	Marshals unable to give instructions to crews, causing confusion and potential collision	2	B	Low	X			X		

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2					Marshal will radio to Race Control to advise of problem; Race control to summon rescue launch to retrieve the broken-down launch and recover to the boat house for repair.	Ensure that communications are effective.					X						
3	Failure of radio equipment	Ensure equipment working and fully charged on land prior to boating.		Loss of communication between marshals/umpires/race control/Safety Boats	Each marshalling crew to have a charged mobile phone.	Each marshal to have a list of others' mobile phone numbers and their position on the course	Marshals/Safety boat unaware of a crew in difficulty. Race control/Umpires unaware of official warnings	2	b	Low	X		X				
4										#N/A							
<b>Pre-existing health conditions and low levels of fitness</b>																	
1	Pre-existing health conditions	Coaches and athletes to use their discretion as to whether they are able to manage a 5 km race in cold conditions		Collapse of athlete on landing stages (e.g., asthma attack or serious fall)	Umpire contacts Race Control, who summons lifeguards and safety boat to assist and alerts Medical Officer and First Aid by radio.	Ensure that Umpires are properly briefed and equipped and that there are competent, well equipped first aiders, etc.	Serious health implications for competitor	3	B	Low	X						
2	Pre-existing health conditions	Coaches and athletes to use their discretion as to whether they are able to manage a 5 km race in cold conditions		Collapse of athlete during a race (e.g., asthma attack)	Umpire contacts Race Control, who summons lifeguards and safety boat to assist and alerts Medical Officer and First Aid by radio.	Ensure that Umpires are properly briefed and equipped and that there are competent, well equipped first aiders, etc.	Serious health implications for competitor	3	C	Moderate	X						
3										#N/A							
<b>Other</b>																	
1	Kitchen	Only authorised personnel allowed in kitchen area.		Cuts. Food poisoning. Trips/slips. Burns/Scalds	Member of kitchen team to contact First Aider +/- Emergency Services as needed.		Illness or injury	3	b	Low	X						X
2	Lack of warm showers	Use of space blankets, dry clothes, hat etc	Include lack of warm showers in instructions to competitors	Unable to warm person with hypothermia	Assessment by First Aid team and Emergency Services if necessary	Warm showers available at TURC, NUBC and leisure centre if necessary	Hypothermia	3	b	Low	X						
3	Changing areas	Changing rooms only to be used for changing and not for meetings/race plans		Overcrowding causing slips or trips	Assessment by First Aid team and Emergency Services if necessary		Injury	3	b	Low							
4		Competitors advised that changing rooms are not a secure area	Notices on changing room doors	Loss or theft of belongings	Report lost items to race control +/- Police involvement	Local arrangements for safe storage of kit at host clubs	Loss of personal belongings	2	b	Low	X						
5	Portaloos	Ensure sufficient <b>ADDITIONAL, IF NECESSARY</b> , provision for number of competitors		Unhygienic/Blocked toilets	Assessment by First Aid team and Emergency Services if necessary		Illness	3	a	Low	X						
6	Trailers arriving and departing	Presence of helpers to help direct/push trailers from outside clubs	Ensure enough helpers available by means of a jobs rota	Collision with person/structure	Assessment of injury of damage and proceed		Injury or damage to person/building/equipment	3	c	Moderate	X						X
7	TURC and NUBC boating areas	Use of TURC/NUBC safety plans		As per TARC hazards	As per local Risk Assessments		As per TARC Risk Assessment (this document)	3	c	Moderate		X					
9										#N/A							