

APPENDIX 5

Risk Assessment for Burton Head, 16th October 2016 (Ver. 1.1)

Risk Estimator - Row Safe Guide Modification of British standard 8800 2004

	SEVERITY OF HARM		
LIKELIHOOD OF HARM	Slight harm	Moderate Harm	Extreme Harm
Very unlikely	Very low Risk	Low Risk	Low Risk
Unlikely	Low Risk	Medium Risk	Medium Risk
Likely	Medium Risk	Medium Risk	High Risk
Very likely	Medium Risk	High Risk	Very High Risk

Risks and Actions

CATEGORY OF RISK	ACCEPTABILITY	ACTION AND TIMESCALE
Very Low Risk	Acceptable	No further measures should be taken other than to ensure that the controls are maintained.
Low Risk	Risks should be reduced so that they are acceptable if reasonably practical to do so	No additional controls are required unless these can be implemented easily (in terms of time, money and effort). Actions which will further reduce these risks are given low priority. Ensure that all controls are maintained.
Medium Risk	Risks should be reduced so that they are acceptable if reasonably practical to do so	It should be considered whether the risks can be lowered to an acceptable level. However the costs and additional risk of reduction measures should be taken in to account. The risk reduction measures should be implemented within a defined time period. Ensure that all controls are maintained, particularly if the risk levels are associated with harmful consequences
High Risk	Risks should be reduced so that they are acceptable if reasonably practical to do so	Substantial efforts should be made to reduce the risk. Risk reduction measures should be put in place immediately within a defined time period and it may be necessary to consider suspending or restricting the activity until this has been completed. Considerable resources may have to be allocated to any additional control measures. Ensure that all controls are maintained, particularly if the risk levels are associated with very harmful or extremely harmful consequences.
Very High Risk	Unacceptable	These risks are unacceptable. Substantial improvements to risk control are necessary in order to reduce the risk to a tolerable or acceptable level. The activity should be suspended until risk controls are implemented that will reduce the risk to an acceptable level. If this is not possible then the activity should remain prohibited.

Note: Where the risk is associated with extremely harmful consequences further assessment is necessary to increase confidence in the actual likelihood of harm.

POTENTIAL HAZARD	PERSONS AT RISK	PROBABILITY VU/U/L/VL	SEVERITY S / M / E	RISK LEVEL	PLANNED ACTION TO CONTROL HAZARD TO AN ACCEPTABLE LEVEL
PRE RACE					
Notification					All River Authorities, Emergency Services & Clubs that use the River Trent in the area of the Regatta course informed of the event.
Communication Systems, Safety Equipment and Safety Launches					To be tested the week prior to the event & on the day prior to racing. All launches carrying safety equipment as per the current Row Safe Good Practice Guide, chapter 2.4. All launches to be checked on the day for damage.
Inspect full course of river to identify hazards	Officials	Very likely	Moderate harm	High Risk	. Remove floating debris plus overhanging branches.
Course Safety Measures	Officials Safety Competitors	Likely	Moderate harm	Medium Risk	All competitors to be briefed via an email sent to club representatives, advising of course, expected conditions & marked hazards. Marshals & launch drivers to attend safety meeting in week prior to racing. All officials to be in position in adequate time with safety equipment & written instructions.
WEATHER AND ENVIRONMENTAL CONDITIONS					
Difficult weather or water conditions leading up to event	Officials & Competitors	Likely	Moderate Harm	Medium Risk	Observation of local Weather Authorities forecasts will be carried out the week prior to the event. On the Friday (or earlier if conditions dictate) before the event a decision will be made to run or cancel the event. In the event of cancellation all Clubs and Officials will be informed by Friday at the latest.
Sudden bad weather causing difficult and/or dangerous conditions	Officials & Competitors	Likely	Moderate Harm	Medium Risk	Once Head started, Water Safety Advisor and Race Committee Chairman in control of decisions over safety of racing. If considered necessary racing may be suspended or limited to specific classifications until conditions improve.
Severe storm, thunder and lightning during racing	Officials & Competitors	Very Unlikely	Extreme Harm	Low Risk	Use the 30/30 rule to suspend or cancel as advised in the current Row Safe Good Safety guide. If thunderstorms forecast provision to cancel division. Crews will be cleared from water and shepherded back to the boathouses as quickly as possible They will be instructed to return to the Clubs keeping vto the Burton side of the river and any crews proceeding to the start will be instructed to do the same. Safety launches will follow behind the last crews.
Sludge on landing stages.	Officials Competitors Spectators	Likely	Moderate Harm	Medium risk	Clean landing stages using appropriate equipment.
Water borne diseases	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	Cover all broken skin with dressings and seek first aid. Advise coxes and novice winners should not be thrown into water.
Low water restricting depth of river	Officials Competitors	Unlikely	Moderate harm	Low Risk	Shallow areas to be marked on course map and buoyed if considered necessary and feasible.

MOTOR LAUNCH, MOTOR MOVEMENT					
Movement of launches to water at boathouses	Officials	Unlikely	Moderate harm	Medium Risk	Sufficient personnel using the appropriate lifting technique. Ensure clear access to river. Launches to be moored at Sea Cadets..
Attaching engine to launch and petrol tank to engine.	Officials	Unlikely	Moderate harm	Medium Risk	Ensure petrol tank is not damaged and fill prior to attachment of engine. Two people to hold the Launch with another to control the engine. Two persons to pass the engine to the person in boat. Engine to be affixed on backboard of launch with securing bolts.
Losing control of launch	Officials Competitors	Unlikely	Extreme Harm	medium Risk	Launches to be driven by experienced driver & accompanied by one other person in the launch at all times while on water. Use of all safety devices.
Personal safety clothing, Hypothermia	Officials	Very unlikely	Moderate Harm	Low Risk	Launch officials only allowed to go afloat with sufficient clothing and protection for all potential weather conditions. Maintain regular radio contact and check ups with those in launches.
Person falling out of a launch	Officials Volunteer	Unlikely	Moderate Harm	Medium Risk	All personnel 'on the water' must wear life jackets (safety launches). All course officials issued with throw bags, thermal blankets, & radios to alert all areas of course. Safety launches positioned strategically on the course for quick response.
TRANSPORTATION OF BOATS BY MECHANICAL MEANS					
Unsuitable equipment	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	All clubs must supply properly and regularly maintained equipment for their members, following British Rowing standards and the recommendations of 'Row Safe', which is safe and adequate for their members. Random checks as well as visual checks will be carried out by control commission.
Competitors clothing	Competitors	Likely	Extreme Harm	High risk	Competitors must dress suitably for the weather conditions. It is the responsibility of the individual to ensure they are adequately dressed for the prevailing weather conditions.
Capsize during embarking from stages	Competitors	Likely	Moderate Harm	Medium Risk	Ensure all boats are held on stages by at least one person. Ensure oars are fitted correctly in place with gates locked. Stage marshals and safety launches in place.
Competitors in the water (at all stages)	Competitors	Likely	Moderate Harm	Medium Risk	Under British Rowing guidelines all competitors must be competent swimmers or wear a PFD. Coxswains must wear life jackets that conform to EN standards, and carry CE mark of approval. Coxswains in a bow loader must wear manually operated life jackets. All course officials issued with throw bags, thermal blankets, & radios to alert all areas of course. Safety launches positioned strategically on the course.

PROCEEDING TO THE START/START AREA					
All officials in place	Competitors	Unlikely	Extreme Harm	Medium Risk	All course officials and safety launches to report to race controller stating they are in position and course clear and safe.
Capsize proceeding to start area/at start area	Competitors	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout length by bank monitors and launch umpires.. Safety launches positioned to effect recovery. All course officials in radio contact and issued with throw bags and thermal blankets.
Collisions between crews racing and crews proceeding to the start	Competitors	Very Unlikely	Slight Harm	Very Low Risk	Racing not commenced till all crews in the marshalling area. Course monitored throughout its length by safety launches and bank based officials who ensure course clear.
Collisions with boats other than those taking part in the Head	Competitors & Public	Unlikely	Moderate Harm	Medium Risk	All officials & safety launches informed of other river traffic on course. Other river users to be informed prior to race day outlining the timetable of the day. Race controller to be informed and if necessary all racing suspended until unauthorised river activity stopped or moved to safe location.
Collisions between crews in the marshalling area above the start	Competitors	Unlikely	Moderate Harm	Medium Risk	Crews informed of the marshalling procedure. Start Marshals direct crews to their holding location Safety launch monitoring crew movement in marshalling area.
RACING					
Incident causing blockage of racing course	Officials Competitors Public	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout with radio communication to race controller, who can halt racing via the course officials and safety launches.
Incident through sudden difficult weather or water conditions	Officials Competitors Spectators	Likely	Moderate Risk	High Risk	Weather and water condition assessed and either restrict to specific classifications, suspend racing or stop racing. Contact between all areas of the course.
Collisions between racing crews	Competitors	Likely	Slight Harm	Medium Risk	Crews under control of bank monitors and launch umpires Safety launches in strategic locations. Crew instructions designate overtaking rules.
Capsize during the race	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout length by bank umpires. Safety launches positioned to effect recovery. All course officials in radio contact and issued with throw bags and thermal blankets.
Collisions with stationary objects(e.g. bank, debris) trapping, damaging boats/crew	Competitors	Unlikely	Extreme Harm	Medium Risk	Crews warned of potentially hazardous areas Course monitored throughout length by launch umpires and bank monitors. Safety launches positioned to effect recovery. All course officials in radio contact. First Aid services alerted

RACE FINISH					
Capsize at the finish area	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	Finish area monitored by finish officials, first aid services close by. Safety launch positioned to effect recovery. All course officials in radio contact and issued with throw bags and thermal blankets.
Collision between finishing crews and crews embarking	Competitors	Very Unlikely	Sight Harm	Very low Risk	Crews informed of the circulation pattern. Crews monitored by boat stage marshals and finish officials will enforce the circulation pattern.
Collision between finishing crews and Ferrybridge pillars	Competitors	Unlikely	Moderate harm	Medium Risk	Crews informed of potential hazard and any associated bridge work scaffolding. Any scaffolding structure to be clearly signed. All finish officials to monitor finishing crews and warn where necessary.
Capsize during disembarkation at boat stages	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	Ensure boat is held on boat stage by at least one person. First Aid close by.
Collapse of athlete(e.g. asthma attack, heat stroke) or injury/illness	Competitors	Unlikely	Moderate	Medium	Call local medical help. Dr Richard Henshaw in attendance near Finish area. First aiders at boathouses Phone numbers on notice board - 999 or Queens Hospital, Burton.
HYPOTHERMIA					
Hypothermia (non-immersion)	Competitors	Unlikely	Extreme Harm	Medium Risk	Competitors and coaches responsible for ensuring suitable clothing is worn. Competitors considered at risk may be withdrawn from event. Look for early signs of hypothermia and seek first aid support.
Hypothermia(immersion) Falling out of boat or launch	Competitors Officials Volunteers	Unlikely	Extreme Harm	Medium Risk	Quick response by safety launch and bank officials (all in radio contact with throw bags and thermal exposure and/or warm blankets).
TRAILER UNLOADING AND BOAT HANDLING					
Damage or injury resulting from collision of vehicles with personnel unloading boats and equipment	Officials Competitors Public	Very Likely	Moderate harm	High Risk	Dedicated teams of marshals in hi-vis jackets to assist with safe and quick unloading of trailers on the road outside the club entrances. Stopping of traffic to allow boats to be carried across the road when necessary Traffic cones to warn motorists of unloading trailers. Employ Kinetic Technique when lifting boats
Blocking of public paths and access roads	Officials Competitors Spectators Public	Likely	Slight Harm	Medium Risk	Trailers parked in designated trailer areas only. Marshals to monitor and keep access ways and paths clear Safety of all pedestrians top priority for the marshalling teams
MOTOR LAUNCH RETURN					
Detaching and movement of petrol tank from engine, engine from launch, and launch from water at boathouses.	Officials	Unlikely	Moderate harm	Medium Risk	Remove petrol tank from launch and place in a secure petrol store. Remove Engine from launch securing in boathouse and lift boat from water ensuring sufficient number of people to carry out these operations safely. Employ Kinetic Technique when lifting. Report and record any damages and defects.

